



Agenda Item No: 1.n

PLACENTIA CITY COUNCIL AGENDA REPORT

Meeting Date: July 21, 2026

Submitted by: Jesus Avila

From: Public Works

Subject:

AWARD OF CONSTRUCTION CONTRACT TO VINCOR CONSTRUCTION, INC. FOR THE WHITTEN CENTER KITCHEN RENOVATION PROJECT, CITY PROJECT NO. 26-502

Financial Impact:

Expense: \$120,956.03 Construction Contract Amount
 \$ 12,095.60 Construction Contingency Amount
 \$133,051.63 Total Construction Costs
Available Budget: \$133,051.63 Development Impact Fee (307-90300-9400)

Summary:

The Whitten Center Kitchen Renovation Project involves improving the kitchen at the City-owned Whitten Community Center. The work includes replacing countertops and kitchen appliances to ensure the space can fully support future community service programs and event reservations. City staff and a representative from Gordian (through the City's cooperative agreement with Sourcewell) conducted a site visit to assess the scope for work for improvements. Gordian subsequently provided a detailed scope of work and identified Vincor Construction, Inc. as the approved contractor. Staff recommends that City Council award a construction contract to Vincor Construction, Inc. in the amount of \$120,956.03.

In addition to the construction cost, a ten percent (10%) construction contingency amount of \$12,095.60 is provided to cover any unforeseen conditions found during construction. The total construction contract cost, including contingency, amounts to \$133,051.636.

Recommended Action:

It is recommended that the City Council:

1. Adopt Resolution No. R-2026-56, a Resolution of the City Council of the City of Placentia, California, authorizing a budget amendment in Fiscal Year 2026-27 in compliance with the City Charter of the City of Placentia §§ 1206 and 1209 pertaining to appropriations for actual expenditures; and
2. Approve a Public Works Agreement with Vincor Construction Inc., for the Whitten Center Kitchen Renovation Project in the amount of \$120,956.03; and
3. Authorize the City Administrator to approve contract change orders up to ten percent (10%) of the contract amount, or \$12,095.60, for total construction contract not-to-exceed amount of \$133,051.63; and

4. Authorize the City Administrator and/or her designee to execute all necessary documents, in a form approved by the City Attorney.

Strategic Plan Statement:

The item conforms to Strategic Plan Goal No. 3, Maintain and enhance streets, parks, and public facilities to ensure they are well-appointed, clean, attractive, and reflective of the city's commitment to quality.

Discussion:

The Whitten Community Center, located at 900 S. Melrose Street, is a City-owned facility that serves as the location for various community services programs. The existing Kitchen is outdated and in need of improvements. The project will improve the functionality of the center and allow future applicants to reserve the city facility. The project involves replacing countertops and kitchen appliances.

City staff and Gordian Contractors conducted a site visit to review existing conditions and assess the scope of work for the proposed kitchen renovation. Subsequently, Gordian prepared a detailed scope of work and solicited proposals from qualified contractors within its Sourcewell network. On June 17, 2026, the City received the finalized Work Order Package identifying Vincor as the selected contractor to complete the proposed kitchen renovation.

Typically, the City's standard project delivery method involves preparing detailed plans and specifications, publicly advertising the project for bids, and awarding the project to the lowest responsible bidder. While effective, this process is often time-consuming and may delay the timely completion of urgent projects. To expedite repairs while remaining compliant with the City's purchasing policies, Staff recommends utilizing the Sourcewell ezIQC (Indefinite Delivery, Indefinite Quantity) procurement method. This cooperative purchasing process allows for competitive bid pricing to be established in advance, eliminating the need to bid each project separately. The ezIQC approach streamlines project delivery, ensures cost efficiency, and provides faster response times from contractors.

Sourcewell is a government cooperative that conducts competitive solicitations and awards contracts for use by federal, state, and local agencies, educational institutions, nonprofits, and tribal governments. Participation in such cooperative purchasing programs is authorized under Joint Powers Agency Government Code §6500 and City of Placentia Municipal Code §3.08.070, which allows the purchase of supplies, services, and equipment through established governmental cooperative purchasing programs. Gordian administers the ezIQC program for Sourcewell members nationwide. Through this program, the City engaged Gordian and Vincor to review the project scope and provide a competitive quote for the Kitchen Renovation at the Whitten Community Center.

Staff recommends that City Council award a construction contract to Vincor Construction, Inc. in the amount of \$120,956.03. In addition to the construction cost, a ten percent (10%) construction contingency amount of \$12,095.60 is provided to cover any unforeseen conditions found during construction. The total construction contract cost, including contingency, amounts to \$133,051.636.

Financial Summary:

The total construction cost for the Whitten Center Kitchen Renovation Project amounts to \$133,051.63. This cost consists of the proposal amount submitted by Vincor Construction in

the amount of \$120,956.03, and a construction contingency in the amount of \$12,095.60. Funds for the Project will be obtained via Resolution No. R-2026-56, by transferring \$133,051.63 from the Parks and Recreation Development Impact Fee fund balance. If this Resolution is approved, funding has been identified in account 307-90300-9400.

Attachments

[Attachment 1 - CC RES R-2026-56 - Budget Amend Whitten Kitchen Reno.docx](#)

[Attachment 2 - Public Works Agreement for Whitten Center Kitchen Renovation.pdf](#)