

**TOWN OF WINDSOR
AGENDA REPORT**

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: July 16, 2025

To: Mayor and Town Council
From: Olivia Lemen, Parks and Recreation Director
Subject: Authorize an Increase to the Major Construction Agreement with Michael Paul Company, Inc., for the Bluebird Paving Project 2025

Recommendation to Council:

1. Adopt a resolution authorizing an increase of the contingency amount from \$33,000 to \$48,745 with a total not-to-exceed amount of \$378,745 to the Major Construction Agreement with Michael Paul Company, Inc., for the Bluebird Paving Project 2025.
2. Authorize the Town Manager to execute any required construction change orders on behalf of the Town.

Strategic Plan Element:

The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

Background:

On October 8, 2024, the Sonoma County Board of Supervisors authorized \$421,745 from the District 4 Infrastructure Funds to support the resilient communities, disaster and emergency preparedness work of Nuestra Comunidad through the Bluebird Center Resiliency Hub ADA Paving Project. The design portion of the project cost \$43,000 leaving the remainder of \$378,745 for construction.

On May 21, 2025, the Council awarded the Bluebird Paving Project 2025, to Michael Paul Company, Inc. and authorized the Town Manager to execute a Major Construction Agreement in the amount of \$330,000 with a 10% contingency of \$33,000 for a not-to-exceed amount of \$363,000.

The project began June 4, 2025, and three change orders have been executed for unforeseen underground utility work. The work included repairs to the water service, scoping storm drain issues and installing water lines in the irrigation sleeves. These change orders totaled \$21,467.07 and are within the \$33,000 contingency. The storm drain scoping revealed an incorrect slope on the existing drain that would result in incorrect flow with the new bioretention area. In order to mitigate drainage issues, a new storm drain needs to be installed with the proper slope to move water properly through the system. The cost of this work is \$19,996.37 and will exceed the contingency amount by \$8,643.44.

Discussion:

Staff is requesting Council approve an increase in the contingency amount from \$33,000 to \$48,745 to the Major Construction Agreement with Michael Paul Company, Inc., in a not-to-exceed amount of \$378,745. This increase in funds will allow for the storm drain repair and leave a balance of \$7,101.56 to cover any remaining minor change orders which may occur during the remainder of the project.

Fiscal Impact:

There are sufficient funds available and appropriated in the FY25-26 Fiscal Year approved budget to cover this action from the funds received from the County of Sonoma.

Environmental Review:

The project is exempt from the California Environmental Quality Act (CEQA) in accordance with section 15301 because it consists of replacement or reconstruction of existing structures and facilities.

Attachment(s):

[1. Resolution](#)

Prepared by:

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Parks and Recreation Director

Approved by:

Jon Davis
Town Manager