

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: October 1, 2025

To: Mayor and Town Council
From: David Ernst, Wastewater Superintendent
Subject: Amend a Major Construction Agreement with Peters Excavation Inc.

Recommendation to Council:

Amend a Major Construction Agreement (MCA) for Peters Excavation in the amount of \$75,000 for corporation yard site improvements and authorize the Town Manager to execute said construction amendment and any required change orders up to the authorized project budget 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:

Originally constructed in the late 1960s, the Water Reclamation Facility (WRF) office is a two-story building that is currently used for approximately 1200 ft² of record storage, 500 ft² staff restroom/locker room, and 2000 ft² encompassing a control room, computer server room, and workspace for 14 Operations, Maintenance, and Environmental Services staff. Staff continually experience electrical, plumbing, roof, and HVAC failures, which interfere with routine and emergency operations of the WRF. The structure is built on top of an abandoned wet well and the structural stability of the building in the event of a natural disaster or seismic event is uncertain. The failure of this building would place staff at risk and compromise the operation of the WRF.

On July 29, 2024, a bid opening was held for site preparation to accommodate the temporary offices. Three bids were received, and the bid amounts ranged from \$715,095.00 to \$1,020,020.40. The lowest bid of \$715,095 was approximately 91% higher than the Engineer's estimate of \$374,430. After some discussion, Public Works staff concluded that the current economic conditions warranted rebidding the project, with Council's approval on August 21, 2024.

On April 29, 2025, a second bid opening took place for the required site work within the Public Works Corporation Yard. This work was bid in two parts; the base bid which included a joint utility trench for electrical conduits, communications conduits, potable water connection, sewer connection, and minimal paving to accommodate staff parking at the portable office trailers. To keep costs down, a second or alternate bid was included and was comprised of additional work within the corporation yard to accommodate equipment and material storage, as well as an area reserved for refuse bins. These alternate bids ranged in price from approximately \$215,000 to \$327,000. Due to the added cost of this extra work, staff recommended that no alternate bid work be awarded.

For the base bid, staff received a total of four (4) bids, ranging from \$524,226 to \$413,513 with a low bid of \$413,513, from Peters Excavation. This figure is slightly lower than the Engineer's Opinion of

Probable Cost for the project at \$426,115. Town Council approved and awarded a Major Construction Agreement (MCA) to Peter's Excavation for corporation yard site improvements in the amount of \$475,000 on June 4, 2025.

Discussion:

Due to unanticipated electrical issues, the power supply for the modular buildings and EV chargers will need to be relocated, in order to supply adequate power and communication infrastructure for operational reliability. Peter's Excavation has submitted a change order request for this additional work, in coordination with their electrical services subcontractor, Sonoma Marin Electric. This extra work will require approximately 110 linear feet of trenching across an area heavily populated with underground utilities. Additionally, the requested funds include work to core drill through a masonry wall, furnish and install a 250 KVA 3-phase secondary electrical transformer, and required 800-amp panel board. The change order request also includes 40 additional working days to account for electrical equipment lead times.

Town staff have reviewed and negotiated the size and scope of the proposed extra work to ensure these costs are consistent with current market rates, comply with Town standards, meet Town needs, and adhere to prevailing wage requirements.

Fiscal Impact:

The total fiscal impact of the proposed contract will allocate an additional \$75,000 for a total project cost of \$550,000, from the enterprise funds capital budget for fiscal year 2025-2026 from a combination of the following G/L Codes previously approved in the 2025-2027 biennium budget.

430-82-25-2605-4510-000	\$979,000
460-83-00-0000-4570-000	\$300,000

Environmental Review:

The project is exempt from the California Environmental Quality Act (CEQA) in accordance with section 15301 because it consists of operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use.

Therefore, no environmental review is required.

Attachment(s):

[1. Maj CA with Peters Excavation WW Mod Bldgs.](#)

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Reviewed by:

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Approved by:

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