



CITY OF MENIFEE

SUBJECT: Purchase Order Increase with Copp Contracting, Inc. for the Briggs Road Chip Seal Project

MEETING DATE: September 18, 2024

TO: Mayor and City Council

PREPARED BY: Chris Gehrki, Management Analyst II

REVIEWED BY: Nick Fidler, Public Works Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize an increase to Purchase Order No. 24100154 with Copp Contracting, Inc. Construction Services for the Briggs Road Chip Seal Project, in the amount of \$8,270, for a revised total not-to-exceed aggregate sum of \$65,950.

DISCUSSION

The Sally Buselt Elementary School was recently built at the corner of Briggs Road and Wickerd Road. During construction there was an approximate 2,000-foot dirt road section of Briggs Road from Garbani Road to the City limit north of Wickerd Road that experienced higher construction traffic volumes. To help mitigate excessive maintenance costs, the decision was made to double chip seal this section of road to improve durability. A double chip seal is a road resurfacing technique that involves applying two layers of gravel and adhesive to a road surface. It's often used on rural roads and can provide a more stable surface that requires less maintenance. This new chip seal connects to the existing chip seal previously provided by Riverside County from the City limit south to Wickerd Road.

In April 2024, staff solicited quotes from contractors to apply approximately 56,000 square feet of double chip seal. Copp Contracting was determined to be the lowest reasonable bidder for construction services. The attached agreement with Copp Contracting, Inc. was approved under the City Manager's purchasing authority and Purchase Order (PO) No. 24100154 was created in June 2024, in the amount of \$57,680.

Due to the variable widths of the road upon inspection, the project ultimately required an additional 9,000 square feet of double chip seal. The additional square footage of the double chip seal needed increased the overall cost of the project by \$8,270, bringing the aggregate sum of the agreement to \$65,951 which is above the City Manager's approval authority.

STRATEGIC PLAN OBJECTIVE

Safe and Vibrant Community

FISCAL IMPACT

The fiscal impact of the proposed increase to PO No. 24100154 with Copp Contracting, Inc. is \$8,270, for a total not-to-exceed aggregate sum of \$65,950. Funding for the proposed increase is available within the prior fiscal year 2023/2024 budget within the Gas Tax Fund as summarized in Table 1 below.

TABLE 1 – EXISTING PROJECT BUDGET

| Project | Account Number | Available Budget | Amount Requested |
|----------------------|-----------------------|-------------------------|-------------------------|
| Briggs Rd. Chip Seal | 2200-PWD-STMA-652600 | \$15,627 | \$8,270 |
| | Total | \$15,627 | \$8,270 |

ATTACHMENTS

1. Project Location Map
2. Contract Services Agreement
3. Final Invoice
4. Change Order No. 1