



AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: February 5, 2019

Agenda Item 6I

Approvals:

City Manager [Signature]

Dept. Head [Signature]

Attorney [Signature]

Finance [Signature]

Department: Public Works / Engineering Division
Prepared By: Chris Tanio, Associate Civil Engineer

Subject: **CITY COUNCIL ACCEPTANCE AND NOTICE OF COMPLETION FOR THE NEGOCIO BUILDING THIRD FLOOR CONFERENCE ROOM, PROJECT No. 18804.**

Fiscal Impact: Yes. The project cost totaled \$116,167, and is within the approved budget of \$122,712 from the General Fund and the Civic Center Reserve Fund.

Summary: Acceptance and Notice of Completion for Corner Keystone Construction Corporation for successful completion of contract work for the Negocio Building Third Floor Conference Room.

Background: On July 24, 2018, the City Council awarded a construction contract to Corner Keystone Construction Corporation for the Negocio Building Third Floor Conference Room project. This project consisted of the construction of a 651 SF conference room built off of an exterior facing glass wall, and is comprised of one glass paneled wall enclosed by two side walls. The conference room includes two entry/exits and is equipped with power and communication wiring to support modern office technology. A new heat pump unit and modifications to the HVAC system was included to properly ventilate the new space. In addition, modifications were made to the existing fire sprinkler system to protect the new space.

A detailed summary of the total expenditures is provided below:

| | |
|--------------------------------------|------------------|
| Administration | 5,000 |
| Construction Management & Inspection | 10,000 |
| Construction | 97,712 |
| Construction Contingency | 3,455 |
| Total Project Cost | \$116,167 |

Recommended

Action: STAFF RECOMMENDS THAT the City Council:

1. Accept the Negocio Building Third Floor Conference Room, Project No. 18804;
2. Authorize the Mayor to execute and the City Clerk to record the Notice of Completion for the Negocio Building Third Floor Conference Room, Project No. 18804;

3. Authorize the City Clerk to release the Payment Bond 35 days from the recordation of the Notice of Completion upon verification with the Engineering Division that no liens have been levied against Corner Keystone Construction Corporation; and
4. Authorize the City Clerk to release the Performance Bond upon receipt of a Warranty Bond in the amount of 25% of the construction cost.

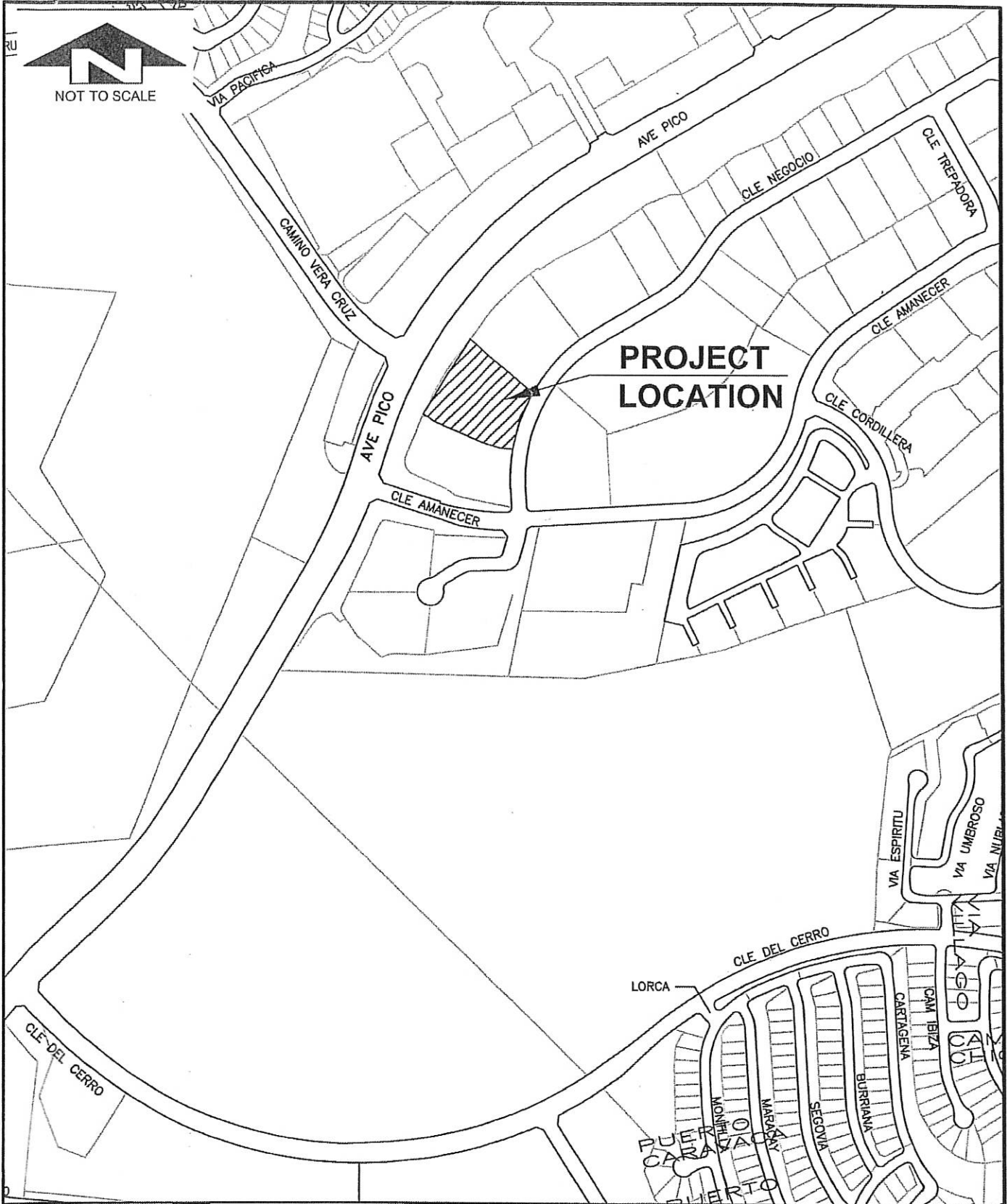
Attachments: 1. Location Map
2. Notice of Completion

Notification: None.

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NOT TO SCALE



S:\graphics\Cr 3D\AutoCAD Engr Drawings\Location Maps\CAD\Location Plan (Admin Report).dwg Tuesday, July 10, 2006 9:17 AM



City of San Clemente

910 Calle Negocio, Suite 100
San Clemente, CA 92873
Tel (949) 361-6100
Fax (949) 361-8316

LOCATION MAP

**NEGOCIO BUILDING
THIRD FLOOR CONFERENCE ROOM**

P.N. 18804 2-5-19 / 61-3

| | |
|---|--|
| Exempt recording requested by the City of San Clemente per Gov. Code Sec. 6103 _____ City Clerk When Recorded Mail To: City Clerk City of San Clemente 910 Calle Negocio, Suite 100 San Clemente, CA 92673 | |
|---|--|

Space above this line for Recorder's use

NOTICE OF COMPLETION

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed as follows:

Project title or description of work: Negocio Building Third Floor Conference Room, Project No. 18804

Date of completion: November 16, 2018

Name of owner: City of San Clemente

Interest or estate of owner: Public Facility; Owned in Fee

Address of Owner: 910 Calle Negocio, Suite 100, San Clemente, CA 92673

Name of contractor: Corner Keystone Construction Corporation

Street address or legal description of site: 910 Calle Negocio, 3rd Floor.

Dated: _____

Owner: City of San Clemente

Mayor _____

STATE OF CALIFORNIA)
 COUNTY OF ORANGE) ss
 CITY OF SAN CLEMENTE)

I am the City Clerk of the City of San Clemente, the public entity which executed the foregoing notice, and on whose behalf I make this verification: I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

City Clerk _____

Dated this ____ day of _____, _____