


Agenda Report Reviewed by:  
City Manager: 

**CITY OF SEBASTOPOL  
CITY COUNCIL  
AGENDA ITEM**

**Meeting Date:** February 15, 2022  
**To:** Honorable Mayor and City Councilmembers  
**From:** Mario Landeros, Interim City Engineer  
 Toni Bertolero, Engineering Consultant  
**Subject:** Park Village Apartments Renovations Project – Notice of Completion  
**Recommendation:** Approve the Notice of Completion for the Park Village Apartments Renovations Project  
 Contract No. 2020-01  
**Funding:** Currently Budgeted:  Yes  No  N/A

Account Code/Costs authorized in City Approved Budget (if applicable)    Ak    (verified by Administrative Services Department)

**INTRODUCTION/PURPOSE:**

The item is to request Council approve the Notice of Completion (NOC) for the Park Village Apartments Renovations Project, Contract No. 2020-01 with August-Jaye Construction.

**BACKGROUND AND DISCUSSION:**

On October 20, 2020, Council awarded the contract for the Park Village Apartments Renovations Project to August-Jaye Construction. The work consisted of renovations to two apartment units at Park Village located at 6635 Sebastopol Avenue.

The original contract and contract change order (CCO) amounts are summarized in Table 1 below:

*Table 1 August-Jaye Construction Contract Amount*

Description	Amount	General Scope of Work
Original contract	\$202,369.00	Renovation of two apartment units.
CCO #1	28,880.00	New insulation in exterior walls.
CCO #2	35,095.00	New water service and misc. revisions.
Final contract amount	\$266,344.00	

**GOALS:**

This action supports the following City Council Goals and General Plan Actions:

- Goal 9 - Enhance housing opportunities in Sebastopol and, when possible, provide assistance to housing projects.

**PUBLIC COMMENT:**

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

**PUBLIC NOTICE:**

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

**FISCAL IMPACT:**

This construction work was included in the Fiscal Year 2021-22 Capital Improvement Program adopted budget for CIP No. 0302-47.00 and the work was performed within the adopted budget. A summary of the construction expenditures and funding sources are shown in Table 2 below.

*Table 2 Summary of Expenditures and Funding Sources for Construction*

<b>Adopted Budget:</b>	Subtotal	Total
FY 2020-21		\$335,000.
<b>Expenditures:</b>		
August-Jaye contract total		\$266,344.
<b>Funding Sources:</b>		
PHC grant (1)	\$201,690.	
CDBG (2)	\$64,654.	
Total Funding Sources		\$266,344.

Notes:

- (1) PHC is Partnership Health California and is a grant administered by the Sonoma County Community Development Commission.
- (2) CDBG is Community Development Block Grant administered by the Sonoma County Community Development Commission.

**RECOMMENDATION:**

Staff recommends the Sebastopol City Council, by Minute Order, accept the improvements for public use, and authorize staff to file the Notice of Completion.

**Attachment:**

- Notice of Completion

**When Recorded Return to:**  
City of Sebastopol  
P. O. Box 1776  
Sebastopol, CA 95473

Recorded for the benefit of the City of Sebastopol  
and exempt from recording fees pursuant to  
Government Code Section 6103.

(Space Above this Line is for Recorder's Use Only)

**NOTICE OF COMPLETION  
Contract 2020-01**

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner of the interest or estate below in the property hereinafter described.
2. The full name of the undersigned is the City of Sebastopol, a Municipal Corporation.
3. The address of the undersigned is P. O. Box 1776, Sebastopol, CA 95473
4. The nature of the title of the undersigned is owner in fee.
5. All work of improvement on the property hereinafter described was completed as of February 15, 2022.
6. The name of the original contractor for the work of improvement was August-Jaye Construction, of Rohnert Park, California.
7. The work of improvement is described as follows:

**Contract No. 2020-01**  
**Park Village Repair and Rehabilitate Apartments**  
 6665 Sebastopol Ave.  
 060-060-001  
 Original Contract Price: \$202,369.00  
 Final Contract Price: \$266,344.00

I am the Interim City Engineer for the City of Sebastopol, a Municipal Corporation, the owner of the indicated interest or estate in the property described above. I make this verification on behalf of the City of Sebastopol. I have read the Notice and know its contents. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

CITY OF SEBASTOPOL  
A Municipal Corporation

Dated: \_\_\_\_\_

\_\_\_\_\_  
Mario Landeros, Interim City Engineer