



**CITY OF SEBASTOPOL CITY COUNCIL**

**AGENDA ITEM REPORT FOR MEETING OF: May 19, 2026**

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**To:** Honorable Mayor and City Councilmembers  
**From:** Oriana Hart, Public Works Director  
**Subject:** Approval of Contract Change Order 3 and Budget Amendment for Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project (CIP No. 0514-22.06)

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**RECOMMENDATIONS:**

Staff recommends that the City Council: 1) approve Contract Change Order 3 (CCO3) for Team Ghilotti, Inc. construction contract in the amount of \$129,326.10; 2) adopt a Budget Amendment Resolution for the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project for a total Project Budget of \$2,673,600.00; and 3) authorize the Interim City Manager to execute contract change orders totaling up to 20 percent of the original Contract Award (if needed).

**EXECUTIVE SUMMARY:**

The Bodega Avenue Phase 2 Project is currently under construction. The project was awarded in the amount of \$1,873,601, which included the base bid and bid alternates.

During construction, change orders have been issued to address field conditions and design refinements. These change orders have largely utilized the originally authorized contingency. Staff is now requesting approval to increase the contract amount to allow for completion of additional work at the intersection of Bodega Avenue and Virginia Avenue that will significantly improve accessibility and continuity of the pedestrian network.

The project is supported by a \$2.24 million Go Sonoma grant funding, and sufficient grant funding is available to cover the proposed increase. The grant requires a 15% local match.

**BACKGROUND AND DISCUSSION:**

The Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project continues improvements completed under Phase 1 and includes pavement rehabilitation, bike lane installation, curb ramp upgrades, sidewalk improvements, and associated work between Nelson Way and Pleasant Hill Road. The construction contract was awarded to Team Ghilotti, Inc. in the amount of \$1,873,601. A contingency of 10 percent, or \$187,360, was authorized to address construction changes.

Since construction began, the project has encountered field conditions and design adjustments that required issuance of change orders:

- Change Order No. 1, in the amount of \$27,580.76, addressed quantity adjustments, field directed changes, and additional work associated with curb ramps, traffic control, and utility coordination.
- Change Order No. 2, in the amount of \$120,205.74 addressed additional work resulting from design revisions and unforeseen conditions encountered during construction, including modifications to curb and gutter sections, additional work at pedestrian ramps due to tree root conflicts, bikeway revisions, fencing modifications, and minor ramp redesign elements.



When the contract was awarded by Council on November 18, 2025, the City Manager was authorized to execute contract change orders up to 10 percent of the Total Contract Award of \$1,873,601.00, or \$187,360. CCO1 and CCO2 total \$147,786.50 and within the Interim City Manager’s approval authority.

Staff is proposing Change Order No. 3 to address improvements at the intersection of Bodega Avenue and Virginia Avenue. This change order would extend and realign the sidewalk, including reconstruction of curb, gutter, retaining curb, and sidewalk, to provide a continuous and compliant path of travel through this segment of the corridor. This location currently represents a break in the accessible path of travel and does not provide consistent ADA connectivity. The issue has been raised through community input and discussed at the Sonoma County Transportation Authority Citizens Advisory Committee on April 27, 2026 as an accessibility gap in the pedestrian network. If approved, the amount of CCO1, CCO2 and CCO3 would total \$277,112.60 and exceeds the amount that can be approved by the Interim City Manager and therefore requires Council approval.

Constructing this sidewalk improvement at this time, while the contractor is mobilized and adjacent work is ongoing, is the most efficient and cost effective approach. Deferring this work would likely result in higher future costs and continued accessibility limitations along the corridor.

**STAFF ANALYSIS:**

The project remains within the overall funding capacity provided by the Go Sonoma grant and local match funds. The grant amount of approximately \$2.24 million provides sufficient capacity to fund this additional work. The proposed contract increase will allow staff to complete the project in a manner that improves accessibility, provides continuity of pedestrian facilities, and maximizes the value of the current construction effort.

The contract is ongoing and it is estimated that there will be additional contract change orders pertaining to striping changes and final bid quantities. For this reason, staff is requesting authorizing the Interim City Manager to execute additional change orders of up to \$100,000, which would bring the total change order contingency to 20 percent of the original contract award.

While this contingency is higher than typical for construction projects of 10 percent, much of the additional cost is due to City-initiated scope changes as summarized in Table 1. The City-initiated scope changes are 12 percent of the original Contract Award.

Table 1: City-initiated Scope Changes

Description	Amount	Justification for Scope Change
Class IV Bikeway Valley View to Creek	\$57,307.00	Required by SCTA as a condition of pavement rehab for this segment to be eligible for grant funding.
Fencing upgrade at property line fronting the cemetery	\$35,813.00	Visual improvement to the original fence that was standard black metal fencing.
Sidewalk improvements (CCO 3)	<u>\$129,326.10</u>	ADA-compliant sidewalk.
Total City-initiated scope changes	\$222,446.10	



Staff is requesting a budget increase to the CIP project budget as summarized in Table 2. The contingency is primarily for contract change orders for the contractor but includes a small amount for other incidental budget increases for project management, engineering and inspection.

Table 2: Adopted 2025-26 Project Budget versus Proposed Project Budget

Description	Adopted	Proposed
Project management and engineering	100,000.	100,000.
Construction	1,873,601.	1,873,601.
Construction management	300,000.	300,000.
Contingency	302,399.	399,000.
Total budget	\$2,576,000.	\$2,673,600.
Difference (increase)		\$97,600.

**CITY COUNCIL GOALS/PRIORITIES/AND OR GENERAL PLAN CONSISTENCY:**

This agenda item represents the City Council goals/priorities as follows:

- Goal 3 – Infrastructure. Maintaining high quality infrastructure, facilities and services includes repairing/ replacing outdated city facilities, improving streets, stormwater and wastewater infrastructure.

This agenda item represents the City Council General Plan Consistency (if applicable):

- Circulation CIR 1-11: Provide high quality regular maintenance for existing and future transportation facilities including streets, sidewalk, and paths.

**FISCAL IMPACT:**

The adopted CIP project budget is \$2,576,000 with funding sources detailed in the accompanying chart from the adopted Fiscal Year 2025-26 CIP budget report.

Table 3: Adopted Fiscal Year 2025-26 CIP Budget

EXPENDITURES	FISCAL YEAR						PROJECT TOTAL
	FY24-25 Estimated	2025-26	2026-27	2027-28	2028-29	2029-30	
9100 - Pre-construction (design, ROW, Environ)	2,500						0
9200 - Construction		2,576,000					2,576,000
<b>EXPENDITURE TOTALS</b>	<b>2,500</b>	<b>2,576,000</b>					<b>2,576,000</b>
<b>FUNDING SOURCES</b>							
000-Unfunded							0
123-Pavement Reserve Fund	2,500						0
201-Measure M Transportation		136,000					136,000
211-Transp Grant - Go Sonoma (SCTA)		2,240,000					2,240,000
213-Traffic Impact Fee Fund (TIF)							0
217-SB 1 Road Maintenance & Rehab		200,000					200,000
<b>FUNDING TOTALS</b>	<b>2,500</b>	<b>2,576,000</b>					<b>2,576,000</b>



Table 4 is the funding summary for the proposed increased budget of \$97,600.00 for the project. It is recommended that the funding come from Pavement Reserve Fund 123. If this funding allocation is approved, the estimated ending fund balance for Fiscal Year 2025-26 will be \$246,104.00.

Table 4 – Funding Summary

Fund Description	Adopted Budget Allocation	Proposed Budget Amendment	Change in Fund Allocation
Go Sonoma Grant	\$2,240,000.	\$2,240,000.	\$0.
Fund 201 Measure M Transportation	\$136,000.	\$136,000.	\$0.
Fund 217 SB 1 Road Maintenance	\$200,000.	\$200,000.	\$0.
Pavement Reserve Fund	0.	\$97,600.	\$97,600.
<b>Total</b>	<b>\$2,576,000</b>	<b>\$2,673,600.</b>	<b>\$97,600.</b>

**COMMUNITY OUTREACH:**

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

As of the writing of this staff report, the City has not received any public comment on this item. However, if staff receives 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 this item.

**CITY COUNCIL OPTION(S):**

1. Reject Contract Change Order 3 for the ADA Sidewalk extension at Virginia and Bodega Ave. and do not adopt the Budget Amendment Resolution.

**ATTACHMENTS:**

- 1-Contract Change Order 3
- 2--Resolution
- 3-Exhibit A – Photos of Virginia Ave and Bodega Ave

**APPROVALS:**

Department Head Approval: Approval Date: 4/29/26

CEQA Determination (Planning): Approval Date: N/A

This project is Categorically Exempt pursuant to CEQA Guidelines Section 15301 (c). The NOE was filed with the Bodega Ave Bike Lanes Phase 1 Project on 6/21/22 and posted on 6/27/22.

Administrative Services (Financial) Approval Date:

Costs authorized in City Approved Budget:  Yes  No  N/A

Account Code (If applicable) Funds 201, 217, Go Sonoma Grant

City Attorney Approval: Approval Date:

City Manager Approval: Approval Date: