

**CITY OF SEBASTOPOL CITY COUNCIL****AGENDA ITEM REPORT FOR MEETING OF: July 21, 2026**

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To: Honorable Mayor and City Councilmembers
From: Oriana Hart, Public Works Director
Department: Public Works
Subject: Approval of Amendment No. 1 in the amount of \$64,656 to Task Order 5 with GHD Inc. for Construction Management Services for the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project (CIP No. 0514-22.06)

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RECOMMENDATIONS:

That the City Council adopt a resolution approving Amendment No. 1 to Task Order 5 with GHD Inc. for construction management and inspection services for the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project in an amount not to exceed \$64,656 and authorize the City Manager to execute Amendment No. 1.

PROCESS OF AGENDA ITEM:

If the item remains on the Consent Calendar, no presentation is required, and the item will be approved as part of the Consent Calendar. If the item is removed from the Consent Calendar, it will be heard as a regular agenda item and will proceed as follows

- a. Presentation by staff
- b. Council questions and discussion
- c. Public comment
- d. Council deliberation and action

EXECUTIVE SUMMARY:

The Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project is currently under construction and approaching completion. During construction, the project experienced several approved contract change orders, design refinements, utility coordination efforts, and other project modifications that increased both the duration and complexity of construction activities beyond what was anticipated when the original construction management contract was negotiated. GHD Inc. has provided construction management and inspection services for the project since construction began. Due to the extended construction schedule, additional field inspection, contractor coordination, utility coordination, construction administration, documentation, and project closeout services are required to complete the project.

Staff is requesting approval of Amendment No. 1 to Task Order 5 with GHD Inc. in an amount not to exceed \$64,656 for additional construction management and inspection services necessary to complete the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project. The amendment is within the previously approved project budget and does not require a budget amendment.

BACKGROUND

The Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project is a Capital Improvement Program project that includes pavement rehabilitation, bicycle lane improvements, accessibility upgrades, sidewalk improvements, and associated roadway improvements along Bodega Avenue between Nelson Way and Pleasant Hill Road. The project is primarily funded through a Go Sonoma grant with local matching funds.

On November 18, 2025, the City Council awarded the construction contract for the project to Team Ghilotti, Inc. Due to the size and complexity of the project, the City elected to utilize consultant construction management and inspection services. On December 16, 2025, the City Council approved Task Order 5 with GHD Inc. to provide construction management, inspection, materials testing coordination, labor compliance oversight, and related construction support services throughout the duration of the project.



Since construction began, several contract change orders have been approved to address field conditions, design refinements, accessibility improvements, grant-related requirements, and other City requested project enhancements. On May 19, 2026, the City Council approved Contract Change Order No. 3 and a corresponding project budget amendment to increase the total project budget and provide additional funding capacity for construction-related costs and project contingency.

As construction progressed, the project required a greater level of construction management effort than originally anticipated. The approved change orders extended the construction schedule and increased the amount of coordination required among the contractor, utility providers, design consultants, City staff, and adjacent capital improvement projects. As a result, additional construction management and inspection services are necessary to support project completion, final acceptance, and project closeout activities. Amendment No. 1 to Task Order 5 will provide the additional construction management services necessary to complete the project and is within the overall project budget previously approved by the City Council.

DISCUSSION:

GHD has provided construction management and inspection services for the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project since the start of construction. These services include construction administration, field inspection, contractor coordination, materials testing coordination, labor compliance oversight, review of contractor submittals and requests for information, documentation of construction activities, and project closeout support.

The original Task Order was developed based on the anticipated project scope and construction schedule at the time the construction contract was awarded. Since that time, the project has experienced several approved contract change orders and project modifications that have increased both the duration and complexity of construction activities. The additional work associated with these changes extended the construction schedule and required continued construction management and inspection services beyond what was originally anticipated. In addition to the increased construction duration, the project required extensive coordination among the contractor, City staff, utility providers, design consultants, and adjacent infrastructure projects. Utility conflicts, utility tie-ins, field adjustments, and coordination with ongoing work in the project area required a greater level of management and oversight than originally anticipated. These efforts were necessary to minimize project delays, maintain construction progress, and ensure that the completed improvements met City standards and grant requirements.

The requested amendment will provide additional construction management and inspection services necessary to complete the remaining construction activities and support project closeout. These services include continued field inspection, construction administration, coordination with project stakeholders, review of contractor documentation, final quantity verification, punch list completion, preparation of record documentation, support for grant-related requirements, and project acceptance activities. The amendment does not increase the overall project budget. Funding for the additional services is available within the project budget previously approved by the City Council and reflects the additional level of effort required to successfully deliver the project.

STAFF ANALYSIS:

Staff has reviewed the request and determined that the additional construction management services are necessary to complete the project and associated closeout activities. The original Task Order was developed based on the anticipated construction schedule and scope of work known at the time of contract award. Since construction began, the project has experienced several approved contract change orders, design refinements, and additional improvements that have increased both the duration and complexity of construction. A significant portion of the additional effort is attributable to the implementation of Contract Change Orders No. 1, No. 2, and No. 3, which added work and extended the construction schedule. Additional construction duration requires continued construction inspection, contractor coordination, documentation, labor compliance oversight, progress meetings, review of



contractor submittals and requests for information, and preparation of project records necessary for project acceptance and closeout.

The project has also required a substantially greater level of coordination than originally anticipated with utility providers and overlapping capital improvement projects. Construction activities required ongoing coordination with PG&E, water system improvements, project designers, and the Huntley project to address conflicts, schedule impacts, utility tie-ins, and design modifications encountered during construction. These coordination efforts required additional time from both construction management and inspection staff to ensure work remained on schedule and project objectives were achieved. In addition, several field conditions and design modifications required evaluation and implementation during construction. These changes resulted in increased communication among the contractor, City staff, design consultants, utility providers, and regulatory agencies. The resulting administrative and field oversight responsibilities exceeded the level of effort originally anticipated under the Task Order.

GHD has worked closely with City staff throughout the project and has continued to provide construction management and inspection services despite the increased workload associated with the expanded project scope and schedule. The requested amendment will provide the resources necessary to complete construction administration, inspection, coordination, documentation, final quantity verification, punch list activities, grant documentation support, and project closeout services through completion of the project. Staff believes the requested amendment is reasonable given the additional construction duration, expanded scope of work, and increased coordination efforts required during construction. The proposed amendment can be accommodated within the previously approved project budget and will assist in ensuring the successful completion of the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project.

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.

PUBLIC COMMENT:

As of the preparation of this staff report, no public comments have been received on this item. Any comments received after distribution of the report will be provided to the City Council as supplemental materials. Public comment will also be accepted during the meeting.

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.

FISCAL IMPACT: The proposed amendment is within the total project budget previously approved by the City Council for the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project. The adopted project budget includes sufficient funding for construction management, engineering, inspection, contingency, and project closeout activities. Therefore, no additional budget appropriation is required.



Project Budget Summary

Description	Approved Budget
Project Management and Engineering	\$100,000
Construction	\$1,873,601
Construction Management	\$300,000
Contingency	\$399,000
Total Project Budget	\$2,673,600

The costs associated with Amendment No. 1 will be funded within the approved project budget and do not require an increase to the total project budget.

RESTATED RECOMMENDATION:

Staff recommends that the City Council adopt a resolution approving Amendment No. 1 to Task Order 5 with GHD Inc. for additional construction management services for the Bodega Avenue Bike Lanes and Pavement Rehabilitation Phase 2 Project in an amount not to exceed the amount identified in Amendment No. 1 and authorize the City Manager to execute the amendment.

CITY COUNCIL OPTION(S):

1. Approve the Resolution. Adopt the resolution approving Amendment No. 1 to Task Order 5 with GHD Inc. and authorize the City Manager to execute the amendment.
2. Modify the Resolution. Provide direction to staff regarding the scope or terms of the proposed amendment and approve the resolution as modified.
3. Do Not Approve the Resolution. Decline to approve Amendment No. 1 and provide direction to staff regarding project construction management and closeout services.

ATTACHMENT(S):

- 1-Resolution
- 2 – Contract Award

APPROVALS:

Department Head Approval:

Approval Date: 7/7/26

CEQA Determination (Planning):

Approval Date: N/A

Administrative Services (Financial)

Approval Date:

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

Account Code (If applicable)

Funds Funds 201, 217, Go Sonoma Grant

City Attorney Approval:

Approval Date:

City Manager Approval:

Approval Date: