

**CITY OF SEBASTOPOL CITY COUNCIL****AGENDA ITEM REPORT FOR MEETING OF: September 15, 2026**

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To: Honorable Mayor and City Councilmembers
From: Oriana Hart, Public Works Director
Department: Public Works
Subject: Award of Contract for Sebastopol Library Building Rehabilitation Project

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RECOMMENDATIONS:

That the City Council authorize the City Manager to execute a contract with a Contractor for the Sebastopol Library Building Rehabilitation Project in the amount that will be determined September 8th and discussed at the Budget Meeting and authorize the City Manager to approve change orders up to 20% of the contract award if needed.

PROCESS OF AGENDA ITEM:

1. Presentation of Agenda item by the Requestor or Responsible Department
2. Questions and Discussion from Councilmembers
3. Public Comment Period
4. Presentation Received

EXECUTIVE SUMMARY:

The City is proceeding with the reconstruction phase of the Sebastopol Library rehabilitation project following the discovery of moisture intrusion, microbial growth, and dry-rot conditions within portions of the building in June 2026. The City initiated emergency investigation and remediation work to determine the extent of concealed damage, protect library materials and occupants, and prevent further deterioration of the building. The investigation and remediation process required portions of the interior and exterior wall assemblies to be opened and removed, allowing the City and its contractors to evaluate concealed building conditions and identify the areas requiring reconstruction. The remediation and demolition work has now progressed sufficiently to allow the City to proceed with reconstruction of the affected building components. The next phase will repair and restore areas impacted by moisture intrusion and dry rot, including replacement of deteriorated framing, exterior brick veneer, waterproofing and moisture-proofing of the affected wall assemblies, insulation, drywall, and interior and exterior finishes.

The City solicited bids for this reconstruction work, with bids due September 8, 2026. Staff recommends awarding the construction contract to a Contractor for the Sebastopol Library Building Rehabilitation Project in the amount that will be determined September 8th and discussed at the Budget Meeting September 9th and authorize the City Manager to approve change orders up to 20% of the contract award if needed.

BACKGROUND:

In June 2026, the Sebastopol Library was closed after City and Library staff observed peeling wallpaper and evidence of moisture intrusion within portions of the building, including the Staff Work Room and Teen Reading Area. The conditions prompted the City to initiate an investigation of the building and determine whether moisture had entered the building's wall assemblies.

Environmental testing was conducted to evaluate conditions within the affected areas. The initial investigation identified elevated moisture conditions and microbial contamination within portions of the building. The testing also identified *Stachybotrys* in affected areas. Testing of common areas did not identify elevated airborne mold levels. Because the initial observations were associated with interior finishes, additional investigation was necessary to determine whether moisture and microbial growth were limited to the initially identified rooms or extended into concealed portions of the building. The City retained qualified environmental and remediation professionals to evaluate the conditions and develop an appropriate response. The initial emergency work included environmental



testing, establishment of containment areas, remediation of affected materials, moisture investigation, and examination of concealed building conditions.

As portions of the building were opened during the investigation, the City identified additional moisture-affected materials and areas of deterioration within the exterior wall assemblies. The investigation indicated that the moisture intrusion was not limited to the two rooms where the conditions were initially observed. Additional areas of the exterior wall system required examination to determine the extent of concealed damage and identify the source and pathways of moisture intrusion. The City therefore expanded the initial response to include additional demolition, investigation, and remediation. Portions of the interior wall assemblies and exterior building components were removed to allow the structural framing and other concealed components to be evaluated. Areas exhibiting microbial growth or deterioration were cleaned and remediated, and affected structural components were examined to determine whether replacement would be required.

The remediation process also identified areas of dry rot and structural deterioration within the wall assemblies. In particular, portions of the wood framing were found to require removal and replacement. Portions of the exterior brick veneer associated with the deteriorated areas also required removal to allow the underlying wall assemblies to be repaired and properly moisture-proofed. The City used the information obtained through the investigation and remediation process to develop the next phase of work. Rather than proceeding with reconstruction based only on the conditions visible when the library was initially closed, the City was able to use the opened wall assemblies and remediation activities to better define the areas requiring repair.

The reconstruction phase is intended to restore the portions of the building that were removed during the investigation and remediation process and address the building-envelope conditions identified through that work. The current scope includes approximately 480 square feet of exterior dry-rot wall repairs and exterior brick replacement, approximately 4,000 square feet of moisture-proofing and waterproofing, and approximately 4,000 square feet of interior reconstruction. The work also includes approximately 400 linear feet each of trim and baseboard. The reconstruction work will include removal and replacement of deteriorated wood framing, removal and replacement of brick veneer associated with the affected areas, moisture-proofing and waterproofing of the exterior wall assemblies through the interior wall cavity, reconstruction of insulation and drywall, and restoration of interior finishes including wall texture, trim, baseboard, and paint. Exterior brick veneer will then be reapplied to restore the affected portions of the building. Because construction will occur within the library building, the contractor will also be responsible for protecting library materials during the work and coordinating construction activities to maintain appropriate protection of the facility and its contents.

The City developed a bid package based on the conditions identified through the investigation, demolition, and remediation work. The solicitation included a detailed bid schedule and the City's Small Project Construction Agreement, as well as the City's insurance requirements. Contractors were provided an opportunity to inspect the site prior to submitting bids and were required to familiarize themselves with existing conditions. Bids for the reconstruction work were due on September 8, 2026, and the project was scheduled for award on September 15, 2026. The anticipated construction duration is 20 days, with the contractor able to begin work as soon as practicable following contract award and completion of the required contract, insurance, and bonding requirements.

This reconstruction phase is separate from the emergency investigation and remediation work previously undertaken by the City. The purpose of the current contract is to complete the permanent repairs and restoration necessary to return the affected portions of the library building to service following the completion of the investigation and remediation activities.

DISCUSSION:

The City developed the reconstruction scope based on the conditions identified during the investigation, demolition, and remediation work. The project will restore affected portions of the building and address the identified moisture and dry-rot conditions. The work includes repair and replacement of deteriorated wall framing, exterior brick veneer,



moisture-proofing and waterproofing, insulation, drywall, and interior finishes. The contractor will also be responsible for protecting library materials during construction. The City solicited bids for the work, with bids due September 8, 2026. Staff recommends awarding the contract to CONTRACTOR NAME in the amount of \$BID AMOUNT, with a 10 percent construction contingency to address unforeseen conditions or quantity adjustments that may arise during construction.

The library's closure has had a significant impact on the community, and there is strong community interest in seeing the facility restored and reopened. Moving forward with the reconstruction phase will allow the City to continue progressing toward returning the library to the community while completing the necessary repairs to the building.

The estimated project costs are summarized in Table 2 below:

Description	Amount
Construction Contract Award	\$XXX
Construction Contingency (20%)	\$XXX
Total Estimated Project Cost	\$XXX

The Project is funded through available Building, Facilities and Infrastructure Reserve:

Funding Sources	Amount
103 – General Fund	\$XXX
	\$XXX

STAFF ANALYSIS:

Staff recommends proceeding with the reconstruction phase because the scope of work is based on the conditions identified through the City's investigation and remediation efforts. The work is focused on restoring the affected areas of the library while addressing the moisture intrusion and dry-rot conditions identified within the building. The proposed reconstruction will allow the City to move from temporary remediation measures to permanent repairs. Completing this work is necessary before the affected areas of the library can be restored for normal use. Because the work involves an existing building with concealed wall assemblies, staff recommends a 20% construction contingency. The contingency will provide limited flexibility to address conditions that may become apparent as the affected areas are reconstructed without requiring the City to delay necessary work for relatively minor adjustments.

The library has been closed for an extended period, and staff recognizes the importance of completing the reconstruction as efficiently as possible. The community is eager to see the library return to service. Awarding the contract at this time will allow the City to continue moving the project forward while ensuring that the necessary building repairs are completed before reopening.

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.

**PUBLIC COMMENT:**

This agenda 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.

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:**RESTATED RECOMMENDATION:**

That the City Council adopt a resolution to authorize the City Manager to execute a construction contract with CONTRACTOR NAME for the Sebastopol Library Rehabilitation Project in the amount of \$BID AMOUNT, and authorize the City Manager to approve change orders up to 20% of the contract award, or \$ CONTINGENCY, if needed for unforeseen field conditions, quantity adjustments, and other necessary work associated with completing the Project. The reconstruction work will restore portions of the Library affected by moisture intrusion, dry rot, and the preceding remediation and demolition activities and will allow the City to continue toward returning the Library to public use.

CITY COUNCIL OPTION(S):

1. Award the construction contract to XXX
2. Reject all bids and direct staff to rebid the Project.
3. Provide other direction to staff.

ATTACHMENT(S):

- 1 – Resolution
- 2 – Contract Award

APPROVALS:

Department Head Approval:

Approval Date:

CEQA Determination (Planning):

Approval Date:

Administrative Services (Financial)

Approval Date:

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

Account Code (If applicable) Funds 103

City Attorney Approval:

Approval Date:

City Manager Approval:

Approval Date: