



Staff Reports

File #: 302-2020, **Version:** 1

To: Honorable Mayor and Members of City Council

From: Julie Lucido, Public Works Director

Prepared By: Rosalba Ramirez, Senior Civil Engineer

TITLE:

Budget Appropriation for Electric Vehicle Charging Stations Lot A, Coombs and Second Streets Project

RECOMMENDED ACTION:

Adopt a resolution approving increases of \$29,000 to the revenue budget and \$44,000 to the expenditure budget of the Capital Improvement Fund as documented in Budget Adjustment No. BE2109504 for the construction and construction management work related to the Electric Vehicle Charging Stations Lot A, Coombs and Second Streets project, and determining that the actions authorized by this resolution are exempt from CEQA.

DISCUSSION:

On June 4, 2019, Council adopted a resolution authorizing the Community Development Director to submit grant applications to the Bay Area Air Quality Management District and Pacific Gas and Electric on behalf of the City for the purchase and installation of electric vehicle charging stations. On August 14, 2019, the City received an award letter from the Bay Area Air Quality Management District announcing the award of funds to the City for Electric Vehicle Charging Stations Lot A, Coombs and Second Street in the amount of \$14,000.

During the design of the project, staff determined that additional paving work would be required to adhere to requirements of the American Disabilities Act (ADA) and complete the project. The City virtually opened informal bids for the construction of the project on August 26, 2020, and the lowest bid amount was \$59,911, which includes the installation of the charging stations, ADA upgrades, and the repaving and striping of half of the parking lot. The City has completed the engineering design, purchased the charging station equipment, and completed the competitive bidding process. The additional work required to complete the project as well as the required inspection and management during construction result in an additional \$15,000 of budget needed to construct the project.

The proposed action will incorporate \$14,000 in grant funding and \$15,000 from the CIP General Reserve undesignated fund balance into the project budget.

FINANCIAL IMPACTS:

The Capital Improvement Fund's revenue and expenditure budgets will both increase by \$29,000 to account for the cost of the CIP project. This request will bring the total project cost of the Electric Vehicle Charging Stations Lot A to \$154,000. Additionally, the Capital Improvement Fund's

expenditure budget will increase by another \$15,000 due to the transfer of CIP General Reserve balance to the project. The \$15,000 appropriation is being requested from the CIP General Reserve undesignated fund balance. The CIP General Reserve has been reviewed and there is sufficient budget to accommodate this request without affecting any current projects within the 5-Year Capital Improvement Project program.

CEQA:

City staff recommends that the City Council determine that the Recommended Action is exempt from CEQA pursuant to CEQA Guidelines Section 15301(c), which exempts the repair or minor alteration of existing streets, sidewalks and gutters.

DOCUMENTS ATTACHED:

ATCH 1 - Resolution

EX A - Budget Adjustment No. BE2109504

NOTIFICATION:

None.