



CC Regular Meeting

AGENDA ITEM REPORT

Meeting: July 15, 2025

Title: Trash Enclosure Project – Covina Police Department – Project No. P2604 – Award of Contract to FS Contractors, Inc. in the Amount of \$113,000

Presented by: Rafael M. Fajardo, Director of Public Works/City Engineer

Recommendation:

1. Approve plans and specifications for the Trash Enclosure Project – Covina Police Department – Project No. P2604;
2. Award a contract for the Trash Enclosure Project – Covina Police Department – Project No. P2604 to FS Contractors, Inc. as the lowest responsive and responsible bidder in the amount of \$113,000 and authorize the City Manager to execute the contract;
3. Authorize a project contingency amount of \$2,000 to cover the cost of unforeseen construction expenses; and
4. Award a Professional Services Agreement (PSA) to CEJ Engineers, Inc for Construction Management & Inspection Services for an amount not-to-exceed \$35,000 and authorize the City Manager to execute the agreement.

EXECUTIVE SUMMARY/BACKGROUND:

As part of the City's Fiscal Year 2025-2026 Capital Improvement Program, the City Council approved a project entitled, "Trash Enclosure Project – City Wide", which consists of the installation of a new trash enclosure at the northeasterly end of the Covina Police Department, adjacent to Heritage Plaza.

The installation of a new trash enclosure at the Covina Police Department will feature:

- Construction of a new trash enclosure per City of Covina Trash Enclosure Standard Plans
- Installation of metal roof panels and metal doors for sustainability
- Color match to City specific Standard Plans that complements other citywide trash enclosures

DISCUSSION:

The Department of Public Works requested informal proposals from five companies approved for On-Call Services for Maintenance and Repair of City Facilities. City staff subsequently received the following two (2) proposals:

Rank	Bidder	Location	Total Base Bid Amount
1	FS Contractors, Inc.	Sylmar, CA	\$113,000
2	Green Giant Landscape, Inc.	La Habra, CA	\$128,700
3	Gentry Brothers, Inc.	Irwindale, CA	No Response
4	GM Sager Construction Co, Inc.	Pomona, CA	No Response

Staff reviewed all bid documents for completeness and concluded that FS Contractors, Inc. is the lowest responsive and responsible bidder to perform the construction of this project. FS Contractors, Inc. has satisfactorily completed projects for the City of Covina including the Downtown Trash Enclosure Project – Phase IV, Alleyway Resurfacing Project and the Traffic Calming Improvements Project – Workman Avenue and 2nd Ave Stop Sign Installation.

FISCAL IMPACT:

A funding amount of \$150,000 has been allocated in the City's approved Fiscal Year 2025-2026 Capital Improvement Program Budget for the Trash Enclosure Project – Covina Police Department – Project No. P2604 from Environmental Funds.

Funding	Amount	Account
Environmental	\$150,000	6200-5580-55200-P2604
Total	\$150,000	


PROJECT EXPENSES

Description	Amount
Base Bid (FS Contractors, Inc.)	\$113,000
Contingency Allowance	\$2,000
Total Contract Amount	\$115,000
Construction Management & Inspection Services (CEJ Engineers, Inc.)	\$35,000
Total Fiscal Impact	\$150,000

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

This project has been determined to be categorically exempt under CEQA in accordance with Title 14, Chapter 3, Class 1, Sections 15301 and 15302. This exemption includes the minor alteration of existing public facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The project involves negligible or no expansion of an existing use.

Respectfully submitted,



Rafael M. Fajardo
Director of Public Works/City Engineer