



## PUBLIC WORKS DEPARTMENT

CITY HALL  
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### CITY COUNCIL STAFF REPORT

Date: May 5, 2026

#### Subject

Approval of First Amendment to Master Agreement with Ghirardelli and Associates for 2026-2027 Pavement Maintenance Program services; authorize contract execution increase contract by \$588,538 to total not to exceed amount of \$808,538.

#### Recommended Action

Authorize the City Manager to execute a First Amendment to a Master Agreement (#2026-011) with Ghirardelli and Associates for Project Management and Construction Management Services for 2026-2027 Pavement Maintenance Program (Attachment A), increasing the contract amount by \$588,538 for a new total not to exceed amount of \$808,538.

#### Background

On August 12, 2025 staff advertised a Request for Proposals (RFP) on the City website for Project Management and Construction Management Services for the 2026-2027 Pavement Maintenance Program. The RFP process was conducted in accordance with applicable City policy and the Municipal Code while following standard best practices for this process. On September 9, 2025, two proposals were received. Staff thoroughly reviewed the proposals and determined Ghirardelli and Associates to be most qualified to meet the project objectives.

In November 2025, staff executed a Master Agreement with Ghirardelli and Associates with a maximum compensation not to exceed \$220,000 (Attachment B). The contract amount was based upon the Consultant's cost proposal to analyze the City's street assets, develop a multi-year maintenance plan based on a budget total established by the City, develop project Plans, Specifications and Estimate (PS&E) packages for the 2026 Pavement Maintenance Phase 1 and 2 Projects, and assist the City through the bidding process. The RFP scope of work included the expectation for the selected Consultant to provide future Construction Management Services for the 2026 Pavement Maintenance Phase 1 and Phase 2 projects. However, at the time Consultant's submitted proposals, these costs were not able to be provided because the projects were not fully scoped. Upon completion of the multi-year plan and following the bid advertisement of the pavement maintenance projects, the City requested a cost proposal for Construction Management services for these projects from Ghirardelli and Associates.

Reasons for Recommendation and Available Options

After review and negotiation of Ghirardelli and Associates proposal for Construction Management services, the costs are \$254,412 for the 2026 Phase 1 Project and \$334,126 for the 2026 Phase 2 Project, or approximately 13.6% and 12.9% of construction contract costs respectively, which is typical for projects of this nature. If approved, this amendment will increase the maximum compensation of the Master Agreement to \$808,538.

Sustainability Impact

No sustainability impact.

Fiscal Impact

The First Amendment to the Master Agreement will result in a fiscal impact of up to \$588,538. Sufficient funds are budgeted in 270-85-821 900-921 (Capital Outlay Annual Asphalt Project) and 270-85-821 900-971 (Capital Outlay SB1 Roads). No additional appropriations are needed.

**Fiscal Summary**

<b>Project Funding Status</b>	<b>Amount</b>
Capital Outlay Annual Asphalt Project (GL# 270-85-821 900-921) <i>includes \$438,330 of vehicle registration fee revenues received from VTA</i>	\$6,631,379
Capital Outlay SB1 Roads (GL# 270-85-821 900-971)	\$2,143,527
<b>Funding Available for 2026 Pavement Maintenance Program</b>	<b>\$8,774,906</b>

<b>Funding Impact</b>	<b>Amount</b>
2026 Pavement Maintenance Program Phase 1 – Contractor (pending award, separate agenda item 5/5/2026) (GL# 270-85-821 900-921)	-\$2,150,274
2026 Pavement Maintenance Program Phase 2 – Contractor (pending award, separate agenda item 5/5/2026) (GL# 270-85-821 900-971)	-\$2,143,527
2026 Pavement Maintenance Program Phase 2 – Contractor (pending award, separate agenda item 5/5/2026, GL# 270-85-821 900-921)	-\$715,632
Construction Management – Ghirardelli Associates <i>(this item)</i>	-\$588,538
<b>Total - Funding Impact</b>	<b>-\$5,597,971</b>

<b>Project Funding Remaining</b>	<b>3,176,935</b>
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City Work Program (CWP) Item/Description

None

Council Goal

Quality of Life, Transportation

California Environmental Quality Act

No California Environmental Quality Act impact

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Prepared by: Jo Anne Johnson, Public Works Project Manager

Reviewed by: Chad Mosley, Director of Public Works

Floy Andrews, Interim City Attorney

Approved for Submission by: Tina Kapoor, City Manager

Attachments:

A – Draft First Amendment to Ghirardelli and Associate Master Agreement

B – Ghirardelli and Associates Inc. Master Agreement for 2026 – 2027 Pavement Maintenance Program