



# ***Office of the City Council***

***City Hall, San Mateo, California 94403***

## ***Agenda***

SAN MATEO CITY COUNCIL  
and  
REDEVELOPMENT AGENCY OF THE  
CITY OF SAN MATEO

**TUESDAY SEPTEMBER 2, 2003**

### SPECIAL MEETING

- 4:30 p.m. Closed Session – Labor Negotiations – General Unit, pursuant to Government Code Section 54954.5 – Conference Room C
- 5:00 p.m. Study Session – Open to the Public – Conference Room C
1. Proposed Heritage Tree Ordinance Revisions
  2. **Project Labor Agreement for New Main Library Construction**
  3. Community Funding Process Changes
  4. Council Activity Update
- 6:45 p.m. Agenda Review – Conference Room C
- 7:00 p.m. Redevelopment Agency and City Council - Regular Session - Council Chambers

Pledge of Allegiance to the Flag: San Mateo Mothers Club

### MEETING AS CITY COUNCIL AND REDEVELOPMENT AGENCY

Roll Call.

1. Approval of Minutes of Special and Regular Meetings of August 4, 2003.

09/02/03

**\* City Council meetings are broadcast live on Cable Channel 26 starting at 7:00 p.m.  
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**\* For transmission problems during the broadcast, please call (650) 522-7099  
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*In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the City Clerk's Office at (650) 522-7047 (Hearing Impaired accessible) 24 hours prior to the meeting.*



Minutes of the Special Meeting of the City Council of September 2, 2003

The City Council met in Closed Session at 4:30 p.m. in Conference Room C, regarding Labor Negotiations – General Unit pursuant to Government Code Section 54954.5.

The study session was called to order at 5:00 p.m. in Conference Room C by Mayor Claire Mack. Those present were Council Members John Lee, Carole Groom, Jan Epstein, Sue Lempert and Claire Mack.

1. Proposed Heritage Tree Ordinance Revisions

Parks and Recreation Director Sheila Canzian reviewed the proposed changes to the ordinance and recognized City Attorney Mike Ogaz and City Arborist Dennis Pawls' work on the recommendations and noted the intent of the proposed revisions was to remove ambiguity.

Council Members raised questions, offered comments and expressed their support of the proposed revisions.

2. Project Labor Agreement for New Main Library Construction

Community Development Director Robert Beyer offered a presentation regarding the San Mateo County Building Trades Council's request that the City enter into a Project Labor Agreement for the construction of the New Main Library. He discussed the history, content, advantages and disadvantages of project labor agreements.

Members of the public spoke to the item.

Council Members offered comments and expressed support of staff beginning negotiations with the Building Trades Council on Project Labor Agreements which would be brought to Council for approval in the fall.

The Mayor called a recess at 5:55 p.m. and the meeting reconvened at 6:05 p.m.

3. Community Funding Process Changes

Neighborhood Improvement and Housing Manager Robert Muehlbauer and Neighborhood Improvement and Housing Specialist Heather Stewart reviewed the recommendations for process changes to the competitive community funding cycle for the Community Development Block Grant Program.

Council Members offered comments regarding better tracking of the number of San Mateo residents served and expressed concern that recommendation No. 5 might reduce the number of agencies that could be funded. Concern was also expressed that only one member of the Human Resources Commission was present.

4. Council Activity Update

Council Members reported on activities and events of various organizations.

There being no further business to come before the City Council and Redevelopment Agency, Mayor Mack adjourned the meeting at the hour of 6:40 p.m.

Norma Gomez, City Clerk and  
Clerk of the City Council  
City of San Mateo



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## ***Agenda***

**MONDAY, JANUARY 5, 2004**

### SPECIAL MEETING

4:00 p.m. Closed Session – Conference Room C  
Worker’s Compensation Settlement Authority Pursuant to  
Government Code Section 54954.5 – Haysbert, Furtado and  
Olkowski – City Negotiator: Linda Spady

Study Session – Open to the Public – Conference Room C

1. Priority Recommendations for 2004-2005  
Community Funding Cycle
2. Transit Center Retail Update
3. Progress Seminar Location
4. Council Activity Update

6:45 p.m. Agenda Review – Conference Room C

7:00 p.m. Redevelopment Agency and City Council - Regular Session -  
Council Chambers

Pledge of Allegiance to the Flag: San Mateo County Genealogical Society

### MEETING AS CITY COUNCIL AND REDEVELOPMENT AGENCY

Roll Call.

1. Approval of Minutes of Regular Meeting of December 1, 2003 and  
Special Meetings of November 17, and December 8, 2003.

### REDEVELOPMENT AGENCY CONSENT CALENDAR

The matter numbered 2 is considered to be routine by the Redevelopment  
Agency and may be enacted by one motion without discussion. If discussion  
is desired, the item may be removed and considered separately.

1/5/04

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## NEW BUSINESS

### 17. Construction of New Main Library

#### A. Award of Contracts – Main Library Excavation, Shoring, Dewatering & Construction Management

Communication from City Librarian recommending Council

1. Reject bid protest of Peak Engineering, Inc. based on information contained in City Attorney's Report;
2. Award a construction contract in amount of \$3,081,527 to Raito, Inc. for site clearing, shoring design and installation, dewatering and excavation at old Main Library building and site (Phase 1B);
3. Approve an agreement with Charles Pankow, Ltd., in amount of \$39,408,075, for cost of construction for Phase 1B and Phase 2 of San Mateo Library Project, and management/general contractor services including pre-construction costs;
4. Assign and novate City contract with Raito, Inc. to Charles Pankow Builders, Ltd. The novation transfers contract obligation to Pankow; and adopt:

- (a) Resolution No. \_\_\_\_ (2004) Rejecting the Bid Protest of Peak Engineering, Inc., and Approving and Authorizing Execution of the Agreements Between the City of San Mateo and (1) Raito, Inc., for Site Preparation at the Old Main Library Building Site (\$3,081,527), (2) Charles Pankow, Ltd., for Construction Management/General Contractor Services for the San Mateo Library Project Phase 1B and Phase 2 (\$39,408,075), and (3) the Assignment and Novation Agreement for the City Contract with Raito, Inc., to Charles Pankow Builders, Inc.

ACTION: Approve recommendation and adopt resolution; or take other action.

#### B. Project Labor Agreement

Communication from Community Development Director recommending Council approve a Project Labor Agreement for New Main Library; and adopt:

- (b) Resolution No. \_\_\_\_ (2004) Approving and Authorizing Execution of the Project Labor Agreement Between the City of San Mateo and the San Mateo County Building and Construction Trades Council for the City of San Mateo Main Library Project.

ACTION: Approve recommendation and adopt resolution; or take other action.

## ADVERTISEMENT FOR BIDS

1. **NOTICE. CITY OF SAN MATEO**, a municipal corporation ("City"), hereby gives notice that it will accept Bids for construction of the following public work:

### NEW SAN MATEO PUBLIC LIBRARY PHASE II

2. **BIDS DUE.** City will receive sealed Bids no later than **the date and time assigned for each bid package as listed in the Instructions to Bidders** (Staggered bid submissions commencing **1:00 PM June 29, 1:00PM June 30 and 1:00PM July 1, 2004**) at City Clerk's Office, located at 330 W. 20th Avenue, San Mateo, CA, 94403. The Bid opening will be in accordance with procedures set forth in Document 00200 (Instructions to Bidders).
3. **PRE-QUALIFIED BIDDERS.** The City has pre-qualified First-Tier Trade Subcontractors to bid for the Concrete and Steel Structure, MEP & Fire Protection systems and selected Interior and Exterior finish Work. The pre-qualification period for these packages is closed. Only those bidders that have already been pre-qualified will be accepted as bidders for the packages designated to require pre-qualification. Bids for these packages received from subcontractors that have not been pre-qualified will be rejected. All other vendors, suppliers, equipment manufacturers and lower-tier subcontractors interested in work for these packages shall contact the appropriate pre-qualified subcontractors with their proposals. See the Pre-qualified Bidders List and the Trade Bid Package Scope Matrix in the Bidding Documents for specific contact and bid package information.
4. **STATEMENT OF QUALIFICATIONS FOR POST-QUALIFICATION OF BIDDERS.** The City will accept bids on a post-qualification basis from First-Tier Trade Subcontractors for all bid packages that have not been designated to require pre-qualification. Each Bidder shall be required to submit, in accordance with Document 00200 (Instructions to Bidders) and Document 00450 (Statement of Qualifications for Construction Work), a Statement of Qualifications for post-qualification.
5. **DESCRIPTION OF THE WORK.** The City has already selected the CM/GC for the project. The Phase II Work consists of multiple trade subcontracts for construction of the New San Mateo Library at 55 W. 3rd Avenue, San Mateo, CA. Phase II Work includes, but is not limited to structure, interior finishes, exterior finishes, landscaping and site improvements. Demolition, shoring and mass excavation was included in the Work for Phase I and is not being bid.
6. **REQUIRED CONTRACTOR'S LICENSE(S).** A valid California contractor's license is required to Bid this Contract.
7. **PREVAILING WAGE LAWS.** The successful Bidder must comply with all prevailing wage laws applicable to the Project, the Project Labor Agreement executed for the Project and related requirements contained in the Contract Documents.
8. **PRE-BID CONFERENCES.** City will conduct a Pre-Bid Conference for all bidders at **2:00 p.m. on Wednesday, June 2, 2004** in the City Council Chambers located at 330 W. 20th Avenue, San Mateo, CA, 94403. The bidding procedures and information regarding how to obtain bidding documents will be presented. Attendance at this conference is not mandatory, but all contractors that intend to submit bids are encouraged to attend.
9. **MANDATORY SITE VISITS.** City will conduct a mandatory site visit meeting for Bidders on the Structural and below-grade waterproofing trades. The meeting will be at **3:00 p.m. on Wednesday, June 9, 2004** at the project site located at 57 W. 3rd Avenue, San Mateo, CA, 94403. The existing conditions, project access and special requirements for below-grade waterproofing will be presented. Each Bidder for these trade packages must be represented at the meeting. Each representative shall sign an attendance sheet identifying the Bidder represented. Any Bidder wishing to investigate subsurface conditions at the Site must schedule such a visit with the City in accordance with Document 00200 (Instructions to Bidders).
10. **PROCUREMENT OF BIDDING DOCUMENTS.** The City will not be a distribution point for Bid Documents. Bidding and Contract Documents will become available **June 1, 2004**. After this date the Contract Documents, including the Instructions to Bidders and the plans and specifications for the work, may be obtained from Peninsula Digital Imaging, Inc. for the cost of reproduction, directly from their website [www.peninsuladigital.com](http://www.peninsuladigital.com) or by contacting Customer Service: Phone: (650) 967-1966/ Fax: (650) 967-0532 Email: [dropzone@peninsuladigital.com](mailto:dropzone@peninsuladigital.com). The amount of the payment is nonrefundable and purchased documents need not be returned. The Bidder's attention is drawn to the Instructions to Bidders for complete instructions regarding submission of a bid.  
  
The following plan room services will receive sets of Bidding Documents for the Work contemplated herein:  
Peninsula Builders Exchange: 735 Industrial Road #100, San Carlos, CA 94070  
McGraw Hill Dodge: 130 Doolittle Drive, Suite 1, San Leandro, CA 94577  
Documents can also be viewed at the CM/GC's office.
11. **CM/GC CONTACT INFORMATION.** For information concerning the bid contact: Mr. Jim Gemand, Charles Pankow Builders, Ltd., 2101 Webster Street, Suite 1500, Oakland, CA 94612  
Telephone: (510) 893-5170/Fax: (510) 893-5199; Email: [jgemand@pankow.com](mailto:jgemand@pankow.com)
12. **RESERVATION OF RIGHTS.** City specifically reserves the right, in its sole discretion, to reject any or all Bids, or re-bid, or to waive inconsequential deviations from Bid requirements not involving time, price, or quality of the Work.