



# CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council

**FROM:** City Manager

**SUBJECT:** Brenda Villa Aquatic Center Moving Sectional Glass Windows and Heavy-Duty Fans Installation Project Acceptance

**MEETING DATE:** August 12, 2025

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## **RECOMMENDATION:**

The City Council will consider adoption of a Resolution accepting the Brenda Villa Aquatic Center Moving Sectional Glass Windows and Heavy-Duty Fans Installation Project (Design-Build) as complete, authorizing Staff to file the Notice of Completion with the County Recorder's Office, and authorizing release of 5% retention per contract provisions.

## **BACKGROUND:**

The City sought to improve air circulation at the Brenda Villa Aquatic Center (BVAC), where extreme heat resulted in humid and stagnant conditions. In response, the City solicited design-build bids for the design and installation of automatic moving glass windows and heavy-duty ceiling fans, in compliance with all applicable local and state codes and regulations.

The bid package for the project was advertised on September 29, 2023. On December 12, 2023, the City Council awarded a design-build contract to CABD Construction, Inc. for \$1,077,000, with a 15% contingency of \$161,550, for a total authorized amount of \$1,238,550.

## **ANALYSIS**

The design phase began on February 22, 2024, and concluded in June 2024. Due to extended material lead times, construction commenced on November 14, 2024, and was completed in July 2025. Project improvements included design and installation of two heavy-duty ceiling fans, four large sliding windows and six motorized windows near the scoreboard.

Staff recommends that the City Council adopt the attached resolution accepting the Project as complete, authorizing staff to file the “Notice of Completion” with the County Recorder’s Office for the project and authorize release of Contractor’s 5% retention per contract provisions.

**FISCAL IMPACT:**

The project was completed under budget with approx. \$125k in unspent appropriations, which will return to Measure AA’s fund balance. All payments to the contractor have been made in accordance with the approved contract, except for final retention. Upon City Council acceptance of the Notice of Completion, the remaining retention amount will be released. Funding for the project was included in the Measure AA fund under Account No. 41-5180-57010.14745.

**ALTERNATIVES:**

1. Approve staff recommendation
2. Disapprove staff recommendation
3. Provide further direction to staff

**RELATIONSHIP TO STRATEGIC GOALS:**

This agenda item relates to the 2016 Strategic Plan, Infrastructure and Facilities

Guiding Principle 4:

Develop and invest in infrastructure and beautification projects that support economic growth.

Approved and Recommended by:	Shahid Abbas, Director of Public Works
Fiscal Impact reviewed by:	Alvaro Castellon, Director of Finance
Approved as to form by:	Noel Tapia, City Attorney
Respectfully submitted:	Ernie Hernandez, City Manager

**ATTACHMENTS:**

1. Resolution