



# AGENDA REPORT

**Department:** Engineering and Public Works  
**Prepared by:** Ricardo Rodriguez, Associate Engineer-Civil  
**Meeting Date:** Tuesday, March 17, 2026  
**Approved by:** Alejandro Hernandez, Acting City Manager

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**SUBJECT:**

Project Close-Out and Notice of Completion for the Kimball Park Ballfield Lighting Improvements, CIP No. 24-10.

**RECOMMENDATION:**

Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, 1) Accepting the Work Performed by Huntington Beach Electric Inc. for the Kimball Park Ballfield Lighting Improvements Project, CIP No. 24-10; 2) Approving the Final Contract Amount of \$246,613.53; 3) Ratifying the Release of Retention in the Amount of \$12,330.68; and 4) Authorizing the Mayor to Sign the Notice of Completion.

**BOARD/COMMISSION/COMMITTEE PRIOR ACTION:**

Not Applicable.

**EXPLANATION:**

In 2023, via a field inspection, it was determined that the lights at the Kimball Park Ballfield had reached their useful life and were no longer serviceable. As a result, the scope of the Kimball Park Ballfield Lighting Improvements Project consisted of a full replacement of the lights, ballasts, and pole structures.

On August 23, 2024, the bid solicitation was posted on PlanetBids, a free public electronic bidding system for contractors. On September 20, 2024, four (4) bids were received by the 2:00 p.m. deadline and Huntington Beach Electric Inc. was the apparent lowest bidder with a total bid amount of \$228,800.

Upon review of all documents submitted, Huntington Beach Electric Inc.'s bid was deemed responsive and they were the lowest responsible bidder qualified to perform the work as described in the project specifications.

On November 19, 2024, per Resolution No. 2024-143 (Exhibit A), City Council awarded the contract to Huntington Beach Electric Inc. in the amount not to exceed \$228,800 and authorized a 15% contingency in the amount of \$34,320 to address any unforeseen conditions that may arise.

The Notice to Proceed with construction was issued on February 6, 2025. Construction started on February 10, 2025 and was completed on May 12, 2025.

A change order issued for this project in the amount of \$17,813.53 is detailed in the Final Contract Balance Report (Exhibit B). This resulted in a 7.8% increase from the contract award amount, for a final contract balance of \$246,613.53.

As a result of satisfactory completion of the project, staff recommends that City Council, 1) accept the work performed by Huntington Beach Electric Inc. for the Kimball Park Ballfield Lighting Improvements Project, CIP No. 24-10; 2) approve the final contract balance of \$246,613.53; 3) ratify the release of retention in the amount of \$12,330.68; and 4) authorize the Mayor to sign the Notice of Completion, which will be filed with the San Diego County Recorder's Office.

**FINANCIAL STATEMENT:**

Contract Award - \$228,800 (ARPA)

Expenditure Account No. 117-10-18-18500-7598-1176117 (Kimball Park Lighting)

Authorized Change Order Total - \$17,813.53 (General Fund)

Expenditure Account No. 100-10-18-18500-7598-1500100 (Facility Upgrades CIP)

**RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:**

Parks, Recreation and Library

**ENVIRONMENTAL REVIEW:**

Notice of Exemption under Class 1 Section 15301 of the CEQA Guidelines was filed with the County Recorder's Office on October 24, 2024.

**PUBLIC NOTIFICATION:**

The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

**ORDINANCE:**

Not Applicable

**EXHIBITS:**

Exhibit A – Contract Award Resolution

Exhibit B – Final Contract Balance

Exhibit C – Notice of Completion

Exhibit D – Resolution