



# City of Portola

35 Third Avenue • P.O. Box 1225  
Portola, California 96122  
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[www.ci.portola.ca.us](http://www.ci.portola.ca.us)

M E M O  
May 15, 2023

TO: Portola City Council and  
Jon Kennedy, City Manager

FROM: Daniel B. Bastian, City Engineer

RE: **CONTRACT 22- PORTOLA STIP – NORTH LOOP PHASE I  
PROGRESS PAYMENT No. 1**

Attached is the Progress Payment #1 tabulation summary for subject Project. This payment request reflects the work completed to date. The payment estimate has been reviewed for accuracy and is complete.

Please schedule this matter for consideration and approval by the Council at the next available regular Council meeting.

The total value of work reported in this payment estimate is \$75,177.04 (see attached payment tabulation summary,) which represents about 3.4% of the total contract amount. The total amount allocated by the State for the contract items, soft costs (i.e., testing, inspection, administration) and contingencies is \$3,024,000. The Q&D Construction contract is \$2,209,000.

This work is related to 32 potholes that were done to locate underground water and sewer lines (see attached Engineer's file notes) and a 16% percentage payment for Item #1 "Move-in/Move-out".

\* No retention is withheld pursuant to Standard Specification 9-1.16F which states: "The Department does not retain moneys from progress payments due to the Contractor for work performed (Pub Cont. Code § 7202)." This project has performance and payment bonds and therefore, no retention is required.

PPE#1.mem

Attachments

Engineering Report

Date: April 17, 2023

To: Bastian Engineering Construction File

Subject: Results for Pothole Work for Portola North Loop Phase 1 Project

Engineering Report Bastian Engineering City of Portola North Loop Phase 1 Project  
Pothole Work Summary Report April 17, 2023

Introduction: Q&D Construction LLC performed pothole work in the City of Portola North Loop Phase 1 Project area from April 12, 2023, to April 14, 2023. The purpose of this report is to summarize the results of the pothole work performed during this period.

Pothole Work Scope: Q&D Construction LLC was responsible for digging and repairing potholes on the Joy Way (and adjacent side roads) in the project area. The work included:

- Surface prep of potholes (i.e. jackhammer through pavement) on the road located by Bastian Engineering.
- Hydro vacuuming potholes to the water or sewer utility.
- Repair the potholes with uncompacted aggregate base.

Results: During the pothole work period, Q&D Construction LLC dug and repaired a total of 32 potholes in the project area. The work was completed on time and within the allocated budget. The patching material used by the contractor was properly completed, resulting in a smooth and non-durable surface.

Conclusion: Q&D Construction LLC successfully completed the pothole repair work for the City of Portola North Loop Phase 1 Project between April 12, 2023, and April 14, 2023. The work was completed on time, within the budget, and to a high standard. Bastian Engineering recommends that the work performed by Q&D Construction LLC be accepted and approved by the City of Portola for payment.

The table on the next page shows the details of the potholes that were identified and repaired along with their corresponding information.

Pothole #	Description	Pipe (Top) Depth Below Grade	CS (Top) Depth Below Grade	Surface Elevation	CL Station	R or L	Design Elevation @ STA OS	SEG EL	Separation to SEG @ Pipe Top	Separation to SEG @ CS Top	AC Depth,	AB Depth,
1	NA	x	x	x	x	x	x	x	x	x	x	x
2	6" PVC top	-3.2	x	4949.5	76.4	1.9 L	4949.24	4948.1	-1.8	x	3	10
3	NA	x	x	x	x	x	x	x	x	x	x	x
4	6" PVC top	-3.1	-2.5	4946.6	138.7	2.0 L	4946.6	4945.4	-1.9	-1.3	3	5
5	6" PVC top	-2.95	-2.4	4945.2	214.5	1.7 L	4945.3	4944.1	-1.9	-1.3	3	0
6	6" PVC top	-2.9	x	4944.7	249.65	2.0 L	4944.75	4943.6	-1.8	x	3	5
7	6" PVC top	-3.7	x	4943.95	293.47	2.0 L	4943.98	4942.8	-2.6	x	3	0
8	6" PVC top	-4.2	-3.7	4943.2	328.41	2.2 L	4943.25	4942.1	-3.1	-2.6	x	x
9	6" PVC top	-4.25	x	4941.87	374.93	1.99 L	4941.92	4940.8	-3.1	x	4	
10	nothing found	-4.3	x	x	x	x	x	x	x	x	3	nominal
11	NA	x	x	x	x	x	x	x	x	x	x	x
12	nothing found	-2.5	x	x	x	x	x	x	x	x	x	x
13	NA	x	x	x	x	x	x	x	x	x	x	x
14	NA	x	x	x	x	x	x	x	x	x	x	x
6" Sewer on Top of Thrust												
15	Block	-2.4	x	4928.98	828.97	13.13 L	4928.9	4927.7	-1.2	x	x	x
15A	Thrust Block	-3.4	x	4928.98	828.97	13.13 L	4928.9	4927.7	-2.2	x	x	x
16	NA	x	x	x	x	x	x	x	x	x	x	x
17	nothing found	-4.9	x	x	x	x	x	x	x	x	x	x
18	NA	x	x	x	x	x	x	x	x	x	x	x
19	6" PVC top	-3.1	x	4928.5	876.35	11.35 R	4928.32	4927.2	-1.8	x	3	6
20A	12" PVC top	-3.6	x	4928.57	848.7	13.34 L	4928.27	4927.1	-2.1	x	3	nominal
21	12" PVC top	-3.75	x	4928.33	926.96	13.04 L	4929.34	4928.2	-3.6	x	x	x
22	nothing found	x	x	x	927.25	x	x	x	x	x	x	x
23	12" PVC top	-5.1	x	4928.36	973.66	13.30 L	4928.36	4927.2	-3.9	x	5	nominal
24	6" ACP top	-2.65	x	4928.61	977.21	1.00 L	4928.63	4927.5	-1.5	x	3	nominal
25	NA	x	x	x	x	x	x	x	x	x	x	x
26	1" service	-3.1	x	4928.38	995.56	13.77 L	4928.36	4927.2	-1.9	x	x	x
27	6" ACP top	-3.05	x	4928.62	995.81	1.30 L	4928.64	4927.5	-1.9	x	3	nominal
28	NA	x	x	x	x	x	x	x	x	x	x	x
29	12" PVC top	-2.5	x	4928.46	1062.73	12.86 L	4928.45	4927.3	-1.3	x	x	x
30	6" ACP top	-3.9	x	4928.71	1061.87	0.0 L	4928.71	4927.5	-2.7	x	3	nominal
31	6" ACP top	-4.1	-3.6	4928.77	1097.21	1.22 L	4928.79	4927.6	-3	-2.5	3	nominal
32	NA	x	x	x	x	x	x	x	x	x	x	x
33	12" PVC top	-2.8	x	4928.57	1112.03	12.94 L	4928.83	4928.6	-2.8	x	3	nominal
34	6" ACP top	-3.8	x	4929.04	1175.23	.31 L	4928.04	4928.6	-3.3	x	x	x
35	12 PVC top	-2.9	x	4928.75	1175.73	12.51 L	4928.75	4928.6	-2.7	x	x	x
36	12" PVC top	-2.4	x	4928.91	1202.48	12.72 L	4928.91	4928.6	-2.1	x	x	x
37	NA	x	x	x	x	x	x	x	x	x	x	x
38	NA	x	x	x	x	x	x	x	x	x	x	x
39	NA	x	x	x	x	x	x	x	x	x	x	x
40	NA	x	x	x	x	x	x	x	x	x	x	x
41	12" PVC top	-3.7	-2.6	4929.35	1301.02	12.51 L	4929.35	4928.6	-2.9	-1.8	x	x
42	6" ACP top	-3.4	x	4929.6	1307.85	1.77 L	4929.63	4928.6	-2.4	x	x	x
43	nothing found	-5	x	x	x	x	x	x	x	x	x	x
44	NA	x	x	x	x	x	x	x	x	x	x	x
45	6" ACP top	-3.4	x	4929.58	1353.8	13.42 R	4929.58	4928.6	-2.4	x	x	x
46	NA	x	x	x	x	x	x	x	x	x	x	x
47	6" ACP top	-3.8	x	4929.96	1371.41	.59 L	4929.96	4928.6	-2.4	x	x	x
48	6" ACP top	-4.7	x	4930.73	1497.61	.14 L	4930.73	4928.6	-2.5	x	x	x
49	NA	x	x	x	x	x	x	x	x	x	x	x

## Progress Bill

**From:** Q&D Construction LLC  
 PO Box 10865  
 Reno, NV 89510

**Invoice:** 16351-001

**Date:** 04/30/23

**Application #:** 1

**To:** City of Portola  
 PO Box 1225 / 35 Third Avenue  
 Portola, CA 96122

**Invoice Due Date:** 05/30/23

**Payment Terms:** Net 30 days

**Contract:** 16351. Portola - North Loop Phase 1

Item	Description of Work	Quantity	U/M	Unit Price	Contract Amount	Quantities			Extended Costs			Amount Remaining
						Previous Applications	This Period	To Date	Previous Applications	This Period	To Date	
000	Bond	0.00	LS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010	MOVE-IN/MOVE-OUT	1.00	LSU	189,856.50	189,856.50	0.00	0.16	0.16	0.00	30,377.04	30,377.04	159,479.46
020	LEAD COMPLIANCE PLAN	1.00	LSU	1,750.00	1,750.00	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00
030	CONSTRUCTION AREA SIGNS	1.00	LSU	12,000.00	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00
040	TRAFFIC CONTROL	1.00	LSU	160,000.00	160,000.00	0.00	0.00	0.00	0.00	0.00	0.00	160,000.00
050	PORTABLE CHANGEABLE MESSAGE SIGN (2 Ea.)	1.00	LSU	10,000.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
060	JOB SITE MANAGEMENT	1.00	LSU	14,000.00	14,000.00	0.00	0.00	0.00	0.00	0.00	0.00	14,000.00
070	PREPARE WATER POLLUTION CONTROL PROGRAM (WPCP)	1.00	LSU	4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
080	INSTALL SWPPP BMPS	1.00	LSU	7,500.00	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	7,500.00
090	INVASIVE SPECIES CONTROL	1.00	LSU	2,600.00	2,600.00	0.00	0.00	0.00	0.00	0.00	0.00	2,600.00
100	CLEARING AND GRUBBING	1.00	LSU	13,800.00	13,800.00	0.00	0.00	0.00	0.00	0.00	0.00	13,800.00
110	SAW CUT	410.00	LF	7.65	3,136.50	0.00	0.00	0.00	0.00	0.00	0.00	3,136.50
120	POTHOLE WATER & SEWER LINES FOR LOCATION & DEPTH	53.00	EA	1,400.00	74,200.00	0.00	32.00	32.00	0.00	44,800.00	44,800.00	29,400.00
130	STREET SWEEPING	1.00	LSU	30,000.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
140	COLD PLANE AC PAVEMENT	5,420.00	SY	2.85	15,447.00	0.00	0.00	0.00	0.00	0.00	0.00	15,447.00
150	REMOVE GRINDINGS (Add #1) To Landfill	1.00	LSU	12,000.00	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	12,000.00
160	REMOVE CURB	6.00	LF	185.00	1,110.00	0.00	0.00	0.00	0.00	0.00	0.00	1,110.00
170	REMOVE CURB, GUTTER AND SIDEWALK & DISPOSAL	6,216.00	SF	4.50	27,972.00	0.00	0.00	0.00	0.00	0.00	0.00	27,972.00
180	REMOVE CONCRETE DRIVEWAY & DISPOSAL	30.00	CY	460.00	13,800.00	0.00	0.00	0.00	0.00	0.00	0.00	13,800.00
190	REMOVE CULVERTS	240.00	LF	109.00	26,160.00	0.00	0.00	0.00	0.00	0.00	0.00	26,160.00

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200	DITCH EXCAVATION	40.00	CY	195.00	7,800.00	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00
210	ROADWAY EX	2,450.00	CY	52.20	127,890.00	0.00	0.00	0.00	0.00	0.00	0.00	127,890.00
220	SIDEWALK, RAMPS AND DRIVEWAY EX	221.00	CY	79.00	17,459.00	0.00	0.00	0.00	0.00	0.00	0.00	17,459.00
230	STRUCTURE, RETAINING WALL EX	120.00	CY	136.00	16,320.00	0.00	0.00	0.00	0.00	0.00	0.00	16,320.00
240	CONCRETE VALLEY GUTTER EX	26.00	CY	110.00	2,860.00	0.00	0.00	0.00	0.00	0.00	0.00	2,860.00
250	SUBGRADE ENHANCEMENT CLASS 3B	5,500.00	SY	4.65	25,575.00	0.00	0.00	0.00	0.00	0.00	0.00	25,575.00
260	CLASS 2 AGGREGATE SUBBASE	2,380.00	CY	159.00	378,420.00	0.00	0.00	0.00	0.00	0.00	0.00	378,420.00
270	CLASS 2 AGGREGATE CURB BACKING	100.00	TON	167.00	16,700.00	0.00	0.00	0.00	0.00	0.00	0.00	16,700.00
280	ROCK SLOPE PROTECTION (60 LB, CLASS II, METHOD B	30.00	CY	322.00	9,660.00	0.00	0.00	0.00	0.00	0.00	0.00	9,660.00
290	ROCK SLOPE FABRIC CLASS 10	50.00	SY	18.35	917.50	0.00	0.00	0.00	0.00	0.00	0.00	917.50
300	TEMPORARY CONCRETE WASHOUT	1.00	LSU	1,518.00	1,518.00	0.00	0.00	0.00	0.00	0.00	0.00	1,518.00
310	MINOR CONCRETE, A2-6 CURB AND GUTTER	164.00	CY	818.00	134,152.00	0.00	0.00	0.00	0.00	0.00	0.00	134,152.00
320	MINOR CONCRETE, A1-6 MODIFIED	11.00	CY	1,878.00	20,658.00	0.00	0.00	0.00	0.00	0.00	0.00	20,658.00
330	MINOR CONCRETE, A1-6 RETAINING CURB	14.00	CY	1,812.00	25,368.00	0.00	0.00	0.00	0.00	0.00	0.00	25,368.00
340	MINOR CONCRETE, 4" SIDEWALK	140.00	CY	552.00	77,280.00	0.00	0.00	0.00	0.00	0.00	0.00	77,280.00
350	MINOR CONCRETE, DRIVEWAY (6")	80.00	CY	536.00	42,880.00	0.00	0.00	0.00	0.00	0.00	0.00	42,880.00
360	MINOR CONCRETE, 6" VALLEY GUTTER	24.00	CY	1,160.00	27,840.00	0.00	0.00	0.00	0.00	0.00	0.00	27,840.00

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370	MINOR CONCRETE, CURB RAMP	31.00	CY	837.00	25,947.00	0.00	0.00	0.00	0.00	0.00	0.00	25,947.00
380	CURB RAMP DETECTABLE WARNING SURFACE	274.00	SF	57.00	15,618.00	0.00	0.00	0.00	0.00	0.00	0.00	15,618.00
390	STRUCTURAL BACKFILL, RETAINING WALL	175.60	CY	180.00	31,608.00	0.00	0.00	0.00	0.00	0.00	0.00	31,608.00
400	STRUCTURAL CONCRETE, RETAINING WALL	92.00	CY	1,446.00	133,032.00	0.00	0.00	0.00	0.00	0.00	0.00	133,032.00
410	INSTALL PRECAST CONCRETE DROP INLET AND GRATE	5.00	EA	4,203.00	21,015.00	0.00	0.00	0.00	0.00	0.00	0.00	21,015.00
420	INLET DEPRESSION	3.50	CY	925.00	3,237.50	0.00	0.00	0.00	0.00	0.00	0.00	3,237.50
430	HOT MIX ASPHALT (TYPE A)	1,426.00	TON	169.00	240,994.00	0.00	0.00	0.00	0.00	0.00	0.00	240,994.00
440	DATA CORE	1.00	LSU	3,132.00	3,132.00	0.00	0.00	0.00	0.00	0.00	0.00	3,132.00
450	TACK COAT	10.00	TON	262.00	2,620.00	0.00	0.00	0.00	0.00	0.00	0.00	2,620.00
460	24" CORRUGATED STEEL PIPE (0.138" THICK)	110.00	LF	252.00	27,720.00	0.00	0.00	0.00	0.00	0.00	0.00	27,720.00
470	15" CORRUGATED STEEL PIPE (0.138" THICK)	80.00	LF	194.00	15,520.00	0.00	0.00	0.00	0.00	0.00	0.00	15,520.00
480	12" CORRUGATED STEEL PIPE (0.138" THICK)	50.00	LF	268.00	13,400.00	0.00	0.00	0.00	0.00	0.00	0.00	13,400.00
490	6" CORUGATED STEEL PIPE (0.138" THICK)	30.00	LF	180.00	5,400.00	0.00	0.00	0.00	0.00	0.00	0.00	5,400.00
500	24" STEEL FLARED END SECTION	1.00	EA	1,945.00	1,945.00	0.00	0.00	0.00	0.00	0.00	0.00	1,945.00
510	RELOCATE MAILBOX CLUSTER	2.00	EA	4,051.00	8,102.00	0.00	0.00	0.00	0.00	0.00	0.00	8,102.00
520	12" THERMO TRAFFIC STRIPE-CROSS WALK	700.00	LF	11.00	7,700.00	0.00	0.00	0.00	0.00	0.00	0.00	7,700.00
530	4" THERMO TRAFFIC STRIPE, SPRAYABLE	3,200.00	LF	1.60	5,120.00	0.00	0.00	0.00	0.00	0.00	0.00	5,120.00

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540	6" THERMO TRAFFIC STRIPE, SPRAYABLE	3,200.00	LF	1.60	5,120.00	0.00	0.00	0.00	0.00	0.00	0.00	5,120.00
550	12" THERMO LIMIT LINE & STOP LINE	70.00	SF	11.00	770.00	0.00	0.00	0.00	0.00	0.00	0.00	770.00
560	THERMO TRAFFIC STRIPE, SPRAYABLE	200.00	LF	1.60	320.00	0.00	0.00	0.00	0.00	0.00	0.00	320.00
570	THERMO MARKING, BICYCLE, A24C (8@ 7 sq. ft. ea.)	56.00	SF	13.00	728.00	0.00	0.00	0.00	0.00	0.00	0.00	728.00
580	THERMO MARKING, "STOP"(4 @ 22 sq. ft. ea.)	88.00	SF	13.00	1,144.00	0.00	0.00	0.00	0.00	0.00	0.00	1,144.00
590	REMOVE & RELOCATE ROADSIDE SIGN (WOOD POST)	4.00	EA	409.00	1,636.00	0.00	0.00	0.00	0.00	0.00	0.00	1,636.00
600	REMOVE & RELOCATE ROADSIDE SIGN (METAL POST)	1.00	EA	409.00	409.00	0.00	0.00	0.00	0.00	0.00	0.00	409.00
610	REMOVE, REPLACE AND/OR DISPOSE LANDSCAPE MATERIALS	1.00	LSU	25,625.00	25,625.00	0.00	0.00	0.00	0.00	0.00	0.00	25,625.00
620	REMOVE & RELOCATE DELIVERY BOXES	2.00	EA	585.00	1,170.00	0.00	0.00	0.00	0.00	0.00	0.00	1,170.00
630	RELOCATE SPRINKLER SYSTEM	1.00	LSU	2,921.00	2,921.00	0.00	0.00	0.00	0.00	0.00	0.00	2,921.00
640	ADJUST GV BOX TO NEW AC w/NEW CONCRETE COLLAR.	8.00	EA	1,065.00	8,520.00	0.00	0.00	0.00	0.00	0.00	0.00	8,520.00
650	ADJUST SEWER MANHOLE w/ NEW CONCRETE COLLAR.	7.00	EA	1,433.00	10,031.00	0.00	0.00	0.00	0.00	0.00	0.00	10,031.00
660	CONSTRUCT NEW WATER METER ASSEMBLY & BOX IN SIDEWA	3.00	EA	4,045.00	12,135.00	0.00	0.00	0.00	0.00	0.00	0.00	12,135.00
670	CONSTRUCT NEW WATER METER ASSEMBLY & BOX OUTSIDE S	5.00	EA	4,190.00	20,950.00	0.00	0.00	0.00	0.00	0.00	0.00	20,950.00
680	1' Driveway Transitions/Conforms	3.00	CY	927.00	2,781.00	0.00	0.00	0.00	0.00	0.00	0.00	2,781.00

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Contract: 16351. Portola - North Loop Phase 1

Item	Description of Work	Quantity	U/M	Unit Price	Contract Amount	Quantities			Extended Costs			Amount Remaining
						Previous Applications	This Period	To Date	Previous Applications	This Period	To Date	
1000	TRUCKING	1.00	LSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1010	MATERIALS	1.00	LSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Billed To Date:	75,177.04
Less Retainage:	0.00
Less Previous Applications:	0.00
<b>Total Due This Invoice:</b>	<b>75,177.04</b>



## Progress Bill

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**From:** Q&D Construction LLC  
PO Box 10865  
Reno, NV 89510

**Invoice:** 16351-001

**Date:** 04/30/23

**Application #:** 1

**To:** City of Portola  
PO Box 1225 / 35 Third Avenue  
Portola, CA 96122

**Invoice Due Date:** 05/30/23

**Payment Terms:** Net 30 days

**Contract:** 16351. Portola - North Loop Phase 1