

# City of Hesperia STAFF REPORT



**DATE:** May 20, 2025

**TO:** Mayor and Council Members  
Chairman and Board Members, Hesperia Water District

**FROM:** Rachel Molina, City Manager

**BY:** Cassandra Sanchez, Director of Public Works/City Engineer  
Kevin Sin, Deputy City Manager  
Tina Sousa, Senior Project Manager  
Cristina Hall, Assistant Project Manager

**SUBJECT:** Acceptance of American Rescue Plan Act (ARPA) Grant- Roofing Replacement and Repairs - Plant 5, 18, 24, & 26, C.O. No. 8093

---

## RECOMMENDED ACTION

It is recommended that the City Council and Board of Directors of the Hesperia Water District accept the completed Roofing Replacement and Repairs - Plant 5, 18, 24, & 26, C.O. No. 8093 project and authorize staff to record a “Notice of Completion” and release all withheld retention amounts after a minimum of thirty (30) calendar days from the date of recordation.

## BACKGROUND

The Roofing Replacement and Repairs - Plant 5, 18, 24 & 26, C.O. No. 8093 (the “Project”) was identified in the American Rescue Plan Act (ARPA) Grant. On December 3, 2024, the City Council awarded the construction contract to Best Contracting Services Inc. in the amount of \$261,130 and approved an additional 10% contingency in the amount of \$26,113, for a total construction budget of \$287,243. American Rescue Plan Act (ARPA) Grant funding was used to fund the Project.

## ISSUES/ANALYSIS

All construction work was complete in March 2025 with a total expenditure of \$264,227. Upon acceptance of the Project, a Notice of Completion will be recorded, and the retention held by the City will be released after a minimum of thirty (30) days from the date of recordation. Upon City Council acceptance, the project will be under a one-year warranty.

## CITY GOALS SUPPORTED BY THIS ITEM

**Public Safety** – Ensure public safety resources adequately protect our community.  
**Capital Improvement** – Continually evaluate capital improvement priorities.

## FISCAL IMPACT

There is no fiscal impact associated with the recommended action. Funds for this project were previously allocated under the American Rescue Plan Act (ARPA) Grant. The 5% retention in the amount of \$13,211 will be held until after the required thirty (30) day minimum.

## ALTERNATIVES

1. Provide alternative direction to staff.

**ATTACHMENT(S)**

1. Notice of Completion