



City of La Habra

CHILD DEVELOPMENT DIVISION

"A Caring Community"

215 N. Euclid Street
La Habra, CA 90631
Office: (562) 383-4270
Fax: (562) 383-4474

March 10, 2025

Leslie Mitchell
Child Development Consultant
California Department of Social Services
Child Care and Development Division
744 P Street, Sacramento CA 95814
Office (916) 858-9379

RE: Request for Approval for Facility Projects

Hello Leslie,

The City of La Habra, Child Development Division is requesting for your approval to complete the following project at the **City of La Habra, Child Development Center (CDC) Site**
Address: 401 S. Euclid, La Habra, CA 90631

Project: Renovate Kitchen

Justification: The kitchen at the 401 S. Euclid (CDC) site is in poor condition. This project entails replacing the kitchen cabinets, countertops, and flooring, as well as updating the plumbing and repairing the walls. Electrical outlets will also be upgraded to meet the required building code. This remodel aims to ensure that the kitchen is a safe and functional space for staff preparing meals for children. This renovation will be completed for \$48,000 and the CCTR apportionment is **\$28,320**. The current kitchen surface has been in place for approximately 20 years; it is worn, including cracks, uneven surfaces, and stains. If approved, this project would allow for updated safety measures, increased use of the kitchen space, and set a foundation for further improvement while providing a better overall look and feel to our site. **Procurement policies and procedures for the City of La Habra will be adhered to when purchasing the above items.**

Please let me know if you need anything else to process this request or if you need to speak to me regarding these projects, you may contact me at (562) 383-4271.

I am looking forward to your favorable response regarding these projects.

Thank you,

Johanna Perez
Executive Director
City of La Habra Child Development

EQUIPMENT PURCHASE APPROVAL REQUEST

Child Care and Development Division (CCDD)

NOTE: Child Care and Development Division (CCDD) approval is required prior to incurring costs when the total amount equals or exceeds \$5,000 per unit cost, including tax, and/or \$10,000 in sum, including tax. Private agencies are required to obtain and submit documentation of at least three (3) bids for purchases requiring CDSS approval. Public agencies shall comply with the applicable section of the Public Contract Code (PCC).

PART I						
SPECIAL NOTE: Object Classification 6400 - Equipment and Object Classification 6500 - Equipment Replacement - The contractor listed below must apply for approval to use child care and development contract funds to purchase items of equipment, with a cost per item exceeding the limit specified in the Funding Terms and Conditions.						
CONTRACTOR City of La Habra			ADDRESS 215 N. Euclid St.		CITY La Habra	ZIP CODE 90631
CONTACT PERSON Johanna Perez			TELEPHONE 562-383-4271	CONTRACT TYPE CCTR		VENDOR NUMBER 2183
PART I - DESCRIPTION OF EQUIPMENT (Identify types of equipment proposed for purchase.)						
QUANTITY	ITEM	ITEM COST	TOTAL COST	ITEM PLACEMENT (SITE ADDRESS)	ESTIMATED USEFUL LIFE EXPECTANCY	JUSTIFICATION ATTACHED
1	Kitchen renovation	\$48,000	\$28,320	401 S. Euclid, La Habra, CA	_____ YEARS	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
					_____ YEARS	Yes <input type="checkbox"/> No <input type="checkbox"/>
					_____ YEARS	Yes <input type="checkbox"/> No <input type="checkbox"/>
					_____ YEARS	Yes <input type="checkbox"/> No <input type="checkbox"/>

PART II - CERTIFICATION

I hereby certify that the above information is true and correct to the best of my knowledge. I also agree to abide by Funding Terms and Conditions requirements with regards to the title, use, disposition, and retention of equipment purchased with child care and development contract funds provided by the California Department of Social Services.

SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>Johanna Perez</i>	TITLE Executive Director	DATE <i>3/10/25</i>
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PART III - FOR CDD USE ONLY

CCDD receipt date: <u>3/11/2025</u> Contractor notification date: <u>3/2025</u>	COMMENTS <i>City of La Habra is requesting approval to renovate a kitchen at the 401 S. Euclid CDC. Requested CCTR amount is \$28,320.00 A justification letter, allocation table and three bids have been submitted according to FTC's.</i>			
CONSULTANT RECOMMENDATION				
Requested: \$ <u>28,320.00</u>				
Approved: \$ <u>28,320.00</u>				
Fiscal Year: <u>24</u> / <u>25</u>				
Year-to-Date Balance: \$ _____	CONSULTANT <i>Leslie Mitchell</i>	DATE <i>3/12/2025</i>	ADMINISTRATOR <i>Megan J. Jones</i>	DATE <i>03/13/25</i>

Distribution: Original: Contractor, copies to Audits, Fiscal Analyst, CCDD Consultant, and Contractor file.

24-25

La Habra Child Development
Cost Allocation

Site Name Location: CDC 401 S. Euclid St, La Habra CA 90631

Kitchen Renovation	Total	CCTR Acct: 225520 59%	CSPP Acct: 230520 41%
Cabinet Installation Master: Demo and haul away the existing kitchen cabinets and countertop, including the sink; create and install 3 LED 6" recessed lights at the kitchen ceiling with a switch; update the existing electrical countertop outlets to be AFCI/GFCI and to have the right distance from each other up to the building code, Provide and Install (Contractor showroom selection) kitchen cabinets based on the design, provided by the contractor and approved by the customer, Provide and install (Contractor showroom selection) prefabricated square edges quartz, countertop based on the design provided by the contractor and approved by the customer, Provide and install 6' Backsplash matching the countertop material, Provide and install Undermount stainless steel single bowl kitchen sink with the customer approval Provide and install (Contractor showroom selection) vinyl floor to be installed on top of the existing floor at the kitchen Paint the ceiling and walls at the kitchen hook up the sink, the faucet, and the garbage disposal.	\$48,000.00	\$28,320.00	\$19,680.00
0 % Contingency	\$0	\$0.00	\$0.00
Grand Total	\$48,000.00	\$28,320.00	\$19,680.00

BID #1

CABINETS INSTALLATION MASTER

635 E. WHITTIER BLVD.

LA HABRA, CA 90631

\$48,000

Isam Maaytah Corporation, DBA

Cabinets Installation Master

635 E. Whittier Blvd

La Habra, CA 90631

Phone: (562)691-9001

Fax: (562)691-9088

Email: cabinetsinstallationmasters@gmail.com

Contractor's License No. 989680

Estimate

Date 02/19/2025

Customer Information:

Name: La Habra Child Development Center

Address: 401 S Euclid St La Habra, CA 90631

Tel: (562) 682-9945 cell, (562) 383-4210

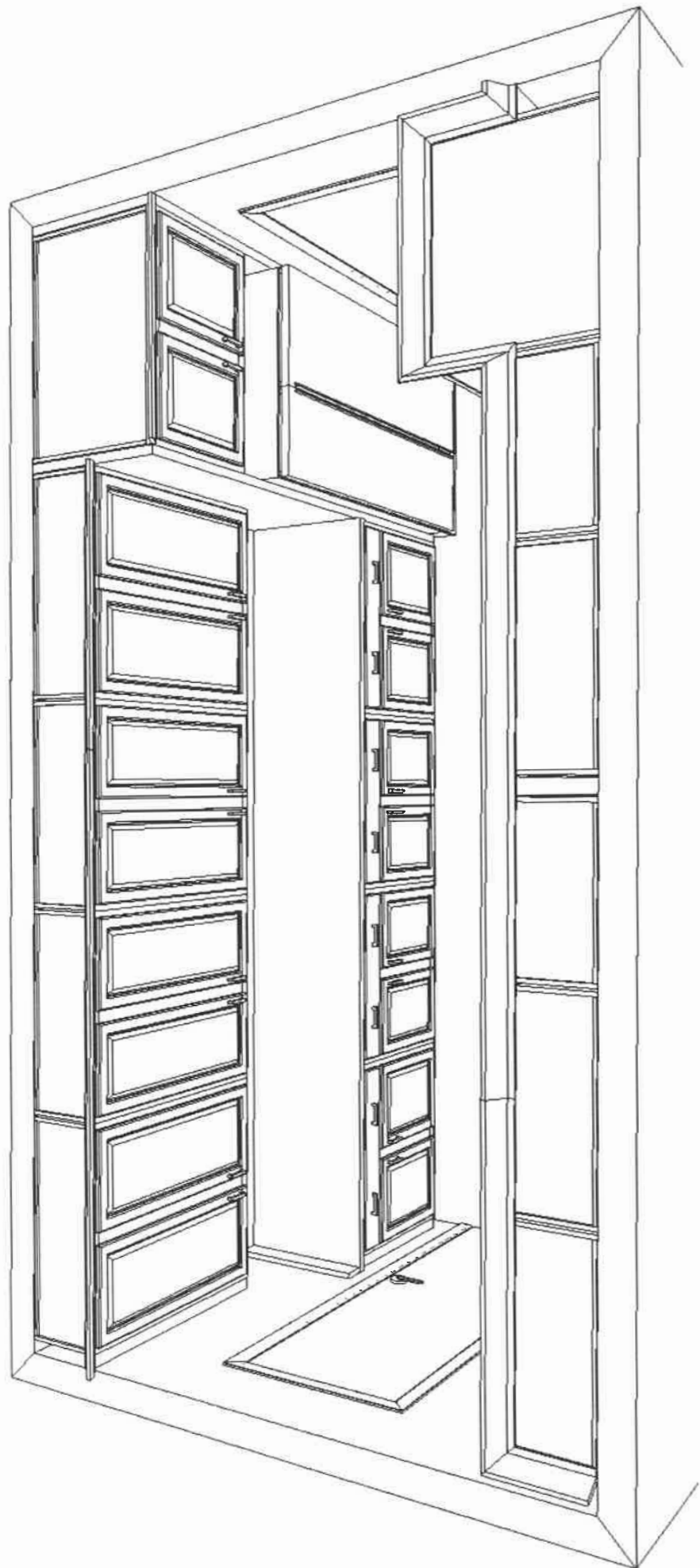
Email: bnolen@lahabracca.gov

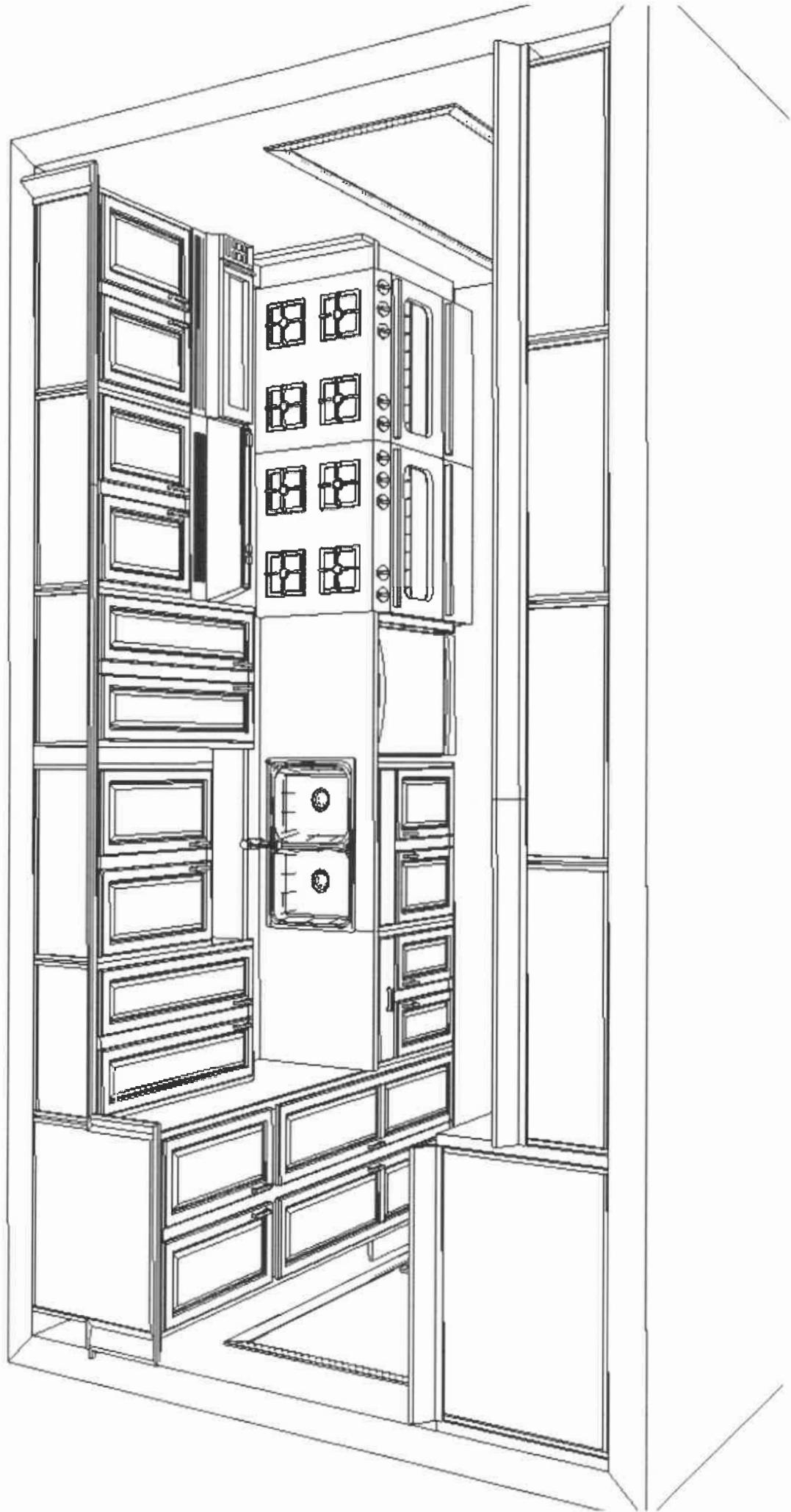
Kitchen Remodel:

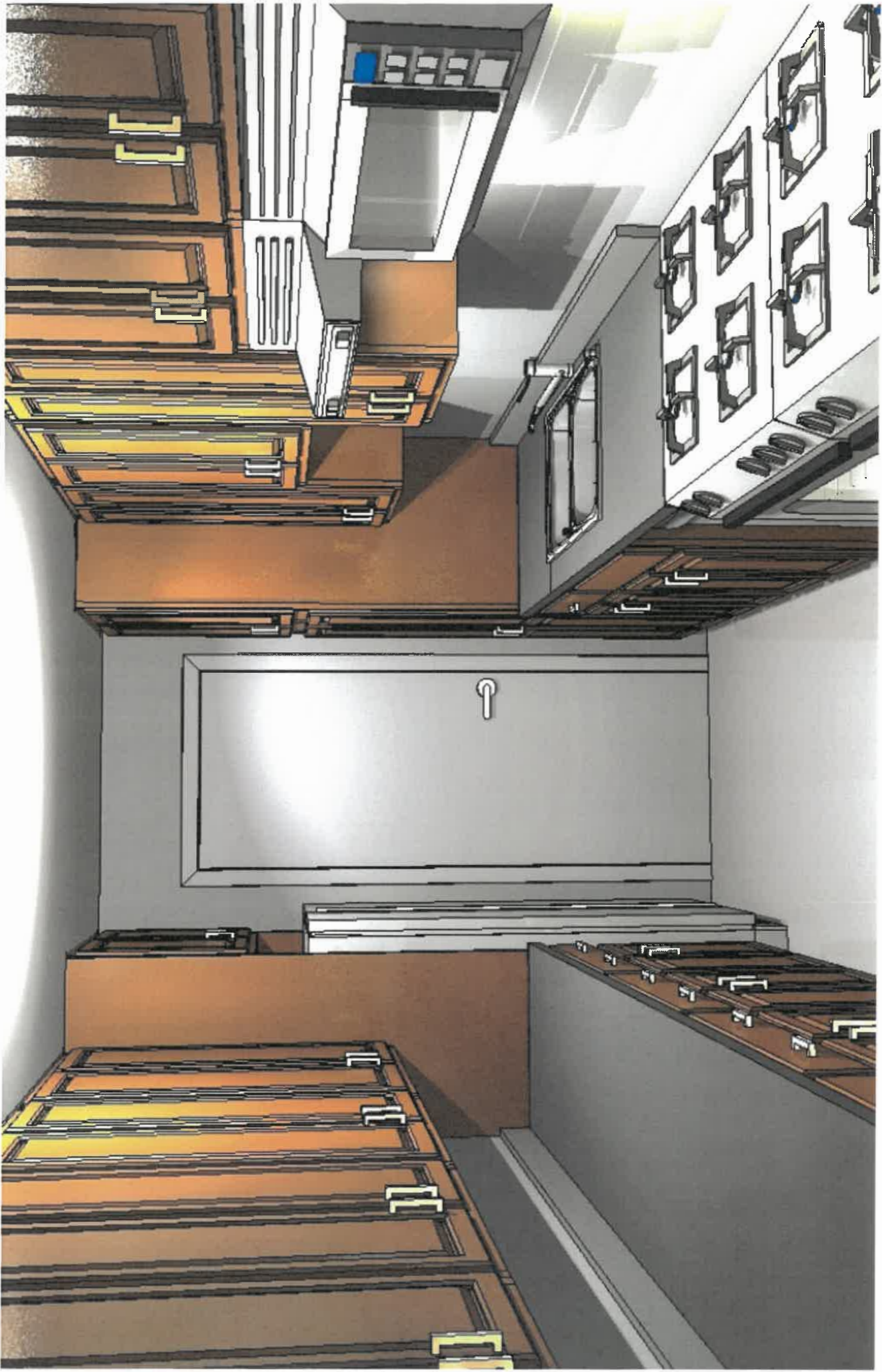
- Demo and haul away the existing kitchen cabinets and countertop including the sink
- Create and install 3 LED 6" recessed lights at the kitchen ceiling with a switch
- Update the existing electrical countertop outlets to be AFCI/GFCI and to have the right distance from each other up to the building code
- Provide and Install (Contractor showroom selection) kitchen cabinets based on the design provided by the contractor and approved by the customer
- Provide and install (Contractor showroom selection) prefabricated square edges quartz countertop based on the design provided by the contractor and approved by the customer
- Provide and install 6' Backsplash matching the countertop material
- Provide and install Undermount stainless steel single bowl kitchen sink with the customer approval
- Provide and install (Contractor showroom selection) vinyl floor to be installed on top of the existing floor at the kitchen

- Paint the ceiling and walls at the kitchen
- Hook up the sink, the faucet, and the garbage disposal provided by the customer
- Hook up the appliances provided by the customer

Price: \$48.000 including the tax







BID 2

KITCHEN CABINET EXPRESS

6282 BEACH BLVD.

BUENA PARK, CA 90621

\$54,000

Kitchen Cabinets Express
6282 Beach Blvd, Buena Park, CA 90621
Phone: (714) 228-0099
License number: 870933

PROPOSAL

PROPOSAL SUBMITTED TO La Habra Child Development Center		TODAY'S DATE 02/18/2025	DATE OF PLANS/PAGE #'S
PHONE NUMBER 5626829945	FAX NUMBER	JOB NAME	
ADDRESS, CITY, STATE, ZIP 401 S Euclid St La Habra, CA 90631		JOB LOCATION	

We propose hereby to furnish material and labor necessary for the completion of:

Kitchen

1. Demo and haul away the existing kitchen cabinets
2. Update the outlets up to code
3. Install new cabinets and counter top
4. paint the walls
5. Install vinyl floor
6. hookup the appliances and sink

Customer to provide the appliances and the sinks

We propose hereby to furnish material and labor – complete in accordance with above specifications for the sum of:

\$54,000)

Payment as follows: TBD

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction.

Authorized Signature AM

Note: this proposal may be withdrawn by us if not accepted within 10 days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance _____

BID 3

BELLAGIO HOME IMPROVEMENT

57 BLUEBIRD LN.

ALISO VIEJO, CA 92656

\$57,500



Bellagio Home Improvement Inc.

57 Bluebird Ln, Aliso Viejo, CA 92656

Email: Bellagiohomeimprovement@gmail.com

Contractor's License No. 1029357

Customer: La Habra Child Development Center

Date: 2/19/2025

Project Address: 401 S Euclid St La Habra, CA 90631

Project Scope:

- Uninstall the existing sinks
- Demolition of the kitchen cabinets and countertop

- update the outlets to GFCI
- paint the ceiling and walls
- install new vinyl floor
- install kitchen cabinets as per the agreed

- install countertop as agreed
- hookup the appliances and sink provided by the customer

Estimated price: \$57,500