

TO: James L. App, City Manager
FROM: Doug Monn, Public Works Director
SUBJECT: Contract to Replace City Hall/Library Roof
DATE: December 3, 2013

NEEDS: For City Council to consider a contract to replace the City Hall/Library Roof.

- FACTS:**
1. The City Hall/Library building opened in 1995 and after 18 years the roof is nearing the end of its useful life. Leaks are common and repair time is increasing. Interior mechanical and electrical systems are subject to water damage.
 2. On May 7, 2013, City Council approved a contract with T. Brooks & Associates to develop bid specifications and installation drawings for replacement of the City Hall/Library Roof.
 3. At the bid opening on October 31, 2013, eight bids were received as follows:

Wicks Roofing, Inc.	\$174,460
Cool Roofing Systems, Inc.	\$176,974
Quaglino Roofing	\$205,803
WSP Roofing	\$224,999
Graham-Prewett, Inc.	\$231,000
Best Contracting Services, Inc.	\$241,390
Pueblo Construction Inc.	\$281,363
Fresno Roofing Co., Inc.	\$330,000
 4. It is necessary to include a signed Bid Addendum, if issued, with the bid proposal in order for the proposal to be deemed responsive. The two lowest bids from Wicks Roofing, Inc. and Cool Roofing Systems, Inc. did not include the required Bid Addendum No. 1 and were deemed nonresponsive.
 5. The bid submitted by Quaglino Roofing included Bid Addendum No. 1 and all other required proposal documents.

ANALYSIS & CONCLUSION: The bid submitted by Quaglino Roofing is a responsible and responsive bid.

POLICY REFERENCE: Public Contract Code

FISCAL IMPACT: The cost to replace the City Hall/Library Roof would need to be allocated from the General Fund Reserves.

The project budget includes:

Construction Contract	\$205,803
10% Contingency	<u>\$20,580</u>
	<u>\$226,383</u>

The Spring 2013 General Fund Financial Forecast projected a Fiscal Year 2014 operating surplus of \$343,000. City Council has already approved use of \$248,000 in FY14. Additionally, \$259,000 of essential repairs must be undertaken this fiscal year. Consequently, approved or essential expenditures already exceed the projected FY14 operating surplus by \$164,000, reducing General Fund Reserves from \$6.4 million to \$6.25 million:

General Fund Reserves Estimate as of 6/30/13 **\$6.4 million**
Projected, FY 14 Operating Surplus **\$343,000**

Already Allocated from General Fund Reserves:

Median Weeding	\$ 60,000
'Hot Spot' Repairs	146,000
Equipment Lifts @ 625 Riverside Ave.	23,000
Trail Repairs	<u>19,000</u>
Subtotal of Allocated	\$248,000

Remaining Operating Surplus: **\$95,000**

Essential Repairs:

Library/City Hall Re-Roofing	\$226,000
Replace Gas Line 625 Riverside	18,000
Repair HVAC at Centennial Park	<u>15,000</u>
Subtotal Essential Repairs	\$259,000

FY 14 Allocated & Essential Repairs Total	\$507,000
FY 14 Projected Operating Surplus	\$343,000
FY 14 Projected O&M Results	<\$164,000>
Revised General Fund Reserves	\$6.25 million

Potential Additional Allocations to General Fund Reserves:

Street Sweeping	\$200,000
GPS Equipment Tracking	130,000
Replace HVAC at Centennial Park	140,000
Repair Air Handler Equipment Library/CH	50,000
PM II Staff Person (Storm Water)	32,000(reoccurring expense)
PM II Staff Person (Climate Action/Planning)	106,400(reoccurring expense)
Contract Janitorial Library/City Hall/Safety Center	85,000(reoccurring expense)
Advance Funds for City Playground	<u>350,000</u>
Subtotal of Potential Additional Allocations	\$1,093,400

OPTIONS:

- a.** Adopt Resolution No. 13-xx
 - 1) Allocating \$226,383 to Budget No. 100-910-5452-445 from General Fund Reserves, and;
 - 2) Authorize the City Manager to enter into a contract with Quaglino Roofing in the amount of \$205,803 to replace the City Hall/Library roof.
- b.** Amend, modify, or reject the above option.

Attachment: 1) Resolution

RESOLUTION NO. 13-xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
AWARDING A CONTRACT TO REPLACE THE CITY HALL/LIBRARY ROOF

WHEREAS, the City Hall/Library roof is near the end of its useful life and needs replacement; and

WHEREAS, on May 7, 2013, City Council approved the development of roof replacement specifications and drawings; and

WHEREAS, bid documents were prepared and advertised, and at the bid opening on October 31, 2013, eight bids were received ranging in price from \$174,460 to \$330,000; and

WHEREAS, staff reviewed the bids and found the two lowest bids from Wicks Roofing, Inc. and Cool Roofing Systems, Inc. to be nonresponsive; and

WHEREAS, Quaglino Roofing submitted a complete, responsive bid; and

WHEREAS, funds are not available in the Public Works Maintenance & Operations Budget for this replacement.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The City Council of the City of El Paso de Robles does hereby approve an allocation of \$226,383 from General Fund Reserves to Budget No. 100-910-5452-445.

SECTION 2. The City Council does hereby authorize the City Manager to execute the contract with Quaglino Roofing in the amount of \$205,803 to replace the City Hall/Library Roof in accordance with the bid documents issued for the work.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 3rd day of December 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Duane Picanco, Mayor

ATTEST:

Caryn Jackson, Deputy City Clerk