

Agenda Report

TO: CITY COUNCIL

DATE: January 22, 2007

FROM: CITY MANAGER

SUBJECT: CONTRACT AWARD TO BEVERLY HILLS TRANSFER AND STORAGE FOR MOVING AND RELOCATION SERVICES FOR REOCCUPANCY OF PASADENA CITY HALL, FOR AN AMOUNT NOT TO EXCEED \$155,000

RECOMMENDATION

It is recommended that the City Council accept the bid dated December 21, 2006, submitted by Beverly Hills Transfer and Storage in response to the Plans and Specifications for the Moving and Relocation Services for the Reoccupancy of Pasadena City Hall; reject all other bids received and authorize the City Manager to enter into a contract not to exceed \$155,000, which includes the base bid of \$139,525.73 and \$15,474.27 for any additional work the City may order pursuant to the project plans and specifications.

BACKGROUND

The seismic retrofit and rehabilitation of the City Hall building includes the installation of base isolation and structural elements; replacement of all substandard mechanical, electrical and plumbing systems; exterior building improvements and landscape rehabilitation; interior rehabilitation including historical restoration of selected areas; installation of Americans with Disability Act (ADA) improvements; and additional life safety systems as required to meet current code requirements. As the project comes to a close, it is time to plan for the relocation of staff and other City resources from the temporary lease spaces at the Chamber Building and others, back to City Hall.

The Department of Public Works prepared specifications for the subject project and in accordance with Section 4.08.070 of the Pasadena Municipal Code, bids were requested and received. This project was advertised in the Pasadena Star News on December 4, 2006, the *Pasadena Journal* on December 7, 2006, and posted on the City's website. In addition, the Notice Inviting Bids was mailed to six businesses on the Purchasing Division's vendors list including one local firm. Six contractors attended the mandatory pre-bid job walk and all submitted bids for the project.

Following advertising, bids were received on December 21, 2006, and are as follows:

<u>Bidder</u>	<u>Amount</u>
1. Beverly Hills Transfer and Storage	\$ 139,525.73
2. S&M Moving Systems	\$ 141,360.25
3. American Relocation	\$ 143,173.00
4. Beltmann Group	\$ 147,493.00
5. Eastern Van Lines	\$ 157,386.60
6. King Office Services	\$ 159,637.50

It is recommended that Beverly Hills Transfer and Storage be awarded the contract for this project as they are the lowest responsive and responsible bidder and that the other bids be rejected. The proposed contract with Beverly Hills Transfer and Storage fully complies with the competitive bidding ordinance and the rules and regulations promulgated thereunder as did the Contractor selection process. The Contractor has indicated that this contract will result in no new hires to his present work force.

The contract for this project will be set up as follows:

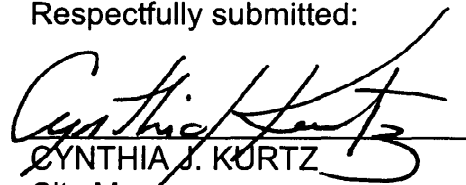
Base Bid	\$ 139,525.73
Contingency Allowance	\$ 15,474.27
Contract "Not to Exceed" Amount	\$ 155,000.00

Relocation will begin in April 2007, and will be completed in July 2007.

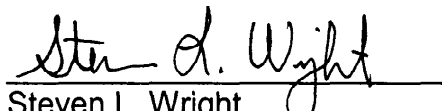
FISCAL IMPACT

Funds for this project are available in Budget Account No. 71904, City Hall Seismic Upgrade and Exterior Restoration.

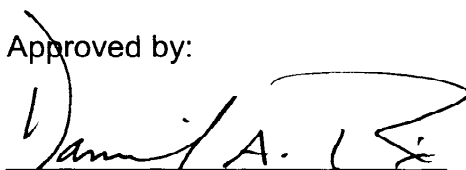
Respectfully submitted:


CYNTHIA J. KURTZ
City Manager

Prepared by:


Steven L. Wright
Assistant City Engineer
Department of Public Works

Approved by:


Martin Pastucha, Director
Department of Public Works

**Disclosure Pursuant to the
City of Pasadena Taxpayer Protection Amendment of 2000
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than a 10% equity, participation, or revenue interest in Contractor/Organization, as follows:
(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name:

BEVERLY HILLS TRANSFER & STORAGE

2. Name(s) of trustees, directors, partners, officers of Contractor/Organization:

Frank Rolapp - President/CEO
Chris Fries - Vice President/Gen Mgr
Nancy McCambridge - Secretary

3. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:

Frank Rolapp	100%

Prepared by: Chris Fries
Title: Vice President
Date: 12/30/06

For office use only:
Contract/Transaction No. _____
If not a contract, type of transaction: _____