

# Agenda Report

August 17, 2020

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT: CONTRACT AWARD TO PARDESS AIR, INC. FOR ROOF REHABILITATION AT JACKIE ROBINSON COMMUNITY CENTER FOR FOR AN AMOUNT NOT TO EXCEED \$330,000**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find the contract proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 19, Section 15301, Class 1, minor alterations of existing public facilities involving negligible or no expansion of use beyond that previously existing at the time of the lead agency's determination, and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. i) Accept the bid dated July 23, 2020, submitted by Pardess Air, Inc. in response to the Project Plans and Specifications for the Roof Rehabilitation at Jackie Robinson Community Center (JRCC), ii) reject all other bids, and iii) authorize the City Manager to enter into such contract for an amount not to exceed \$330,000 which includes the base contract amount of \$296,000, and a contingency of \$34,000 to provide for any necessary change orders.

## **BACKGROUND:**

The JRCC, formerly known as the Northwest Neighborhood Center, is a multi-purpose community center for the greater population in the northwest area of Pasadena. In recent years, programming at JRCC has also expanded to provide homeless assistance services managed by the Department of Public Health. The building is occupied by staff from the departments of Parks, Recreation and Community Services and Public Health to service various needs of a culturally, economically and socially diverse population.

A building assessment of the JRCC was completed in 2018 as part of the Citywide Building Assessment to identify and prioritize building system deficiencies requiring

replacement or maintenance. The roofing system at the JRCC was identified to be in poor condition and ranked as high priority for replacement in the next one to three years.

The building's roof is past its service life and requires continual maintenance repairs after rain events in an attempt to reduce damage to the interior building components. The scope of work includes repairs to the roof membrane and the installation of a new two-coat fully reinforced fluid-applied polyurethane elastomeric system for the entire building roof of approximately 19,000 square feet. The new roof system is backed by a 20-year warranty.

A finding of compliance with the General Plan was previously made and is shown in the Fiscal Year (FY) 2021 - 2025 Capital Improvement Program (CIP) on page 1.2 – Citywide Facility Improvements, Jackie Robinson Community Center and La Pintoresca.

Previously, staff advertised the JRCC roof rehabilitation scope of work under one project with the HVAC system rehabilitation of the building. The bids received on May 20, 2020 exceeded the project's budget, and subsequently, the project scope was broken down by trade discipline into two separate bid packages in an effort to obtain lower bids. City Council awarded the contract for rehabilitation of the HVAC system on July 27, 2020, and rejected all May 20, 2020 bids.

The Department of Public Works and its consultant, KOA Corporation, prepared plans and specifications for the subject contract. In accordance with Section 4.08.070 of the Pasadena Municipal Code, bids were requested and received. The contract was advertised in the *Pasadena Journal* on June 25 and July 2, 2020. In addition, the Notice Inviting Bids was published in ten trade publications and listed on the City's website which generated notices to ten local vendors. Bid packages were obtained by 29 vendors, 12 of whom submitted bids for the project. One bidder's proposal was determined to be non-responsive.

#### **LOCAL OUTREACH:**

Of the ten local vendors, none hold the certifications required by the manufacturer to install the roofing system specified in the project plans.

#### **BID RESULTS:**

Following advertising, bids were received on July 23, 2020 and are as follows:

<b>Bidder</b>	<b>Amount (\$)</b>
1. Pardess Air, Inc., Los Angeles	\$296,000
2. Chapman Coast Roof Company, Inc., Fullerton	\$304,175
3. Universal Coatings, Inc., Fresno	\$305,000
4. Best Contracting Services, Inc., Gardena	\$314,110
5. Rite-Way Roof Corporation, Fontana	\$316,933
6. Commercial Waterproofing Systems, Inc. dba ERC Roofing and Waterproofing, Santa Ana	\$345,650

7. Exbon Development, Inc., Garden Grove	\$351,000
8. Brazos Urethane, Inc., Madera	\$389,124
9. C.I. Services, Inc., Mission Viejo	\$394,655
10. Cook Coatings, Inc., Temecula	\$418,600
11. FC and Sons Roofing, Inc., Bell Gardens	\$425,000
Engineer's Estimate	\$290,000

It is recommended that Pardess Air, Inc. be awarded the contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with Pardess Air, Inc. fully complies with the Competitive Bidding and Living Wage Ordinances. In addition, the proposed contract fully complies with the Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 14, 2014.

The contractor has indicated that the award of this contract will result in no new hires to the present work force. A Local Hiring Provision to notify the labor unions of the goal to employ qualified Pasadena residents for 75 percent of the new labor work hours on the project was included in the project specifications.

Pardess Air, Inc. was recently awarded the contract for Heating Ventilation and Air Conditioning (HVAC) Replacement at JRCC for the amount of \$866,000. Combined, the JRCC HVAC Rehabilitation and the JRCC Roof Rehabilitation contracts total \$1,162,000, an amount slightly less than the lowest qualified, responsible and responsive single project bid submitted on May 20, 2020.

The contract will be set up as follows:

Base Bid	\$ 296,000
Contingency Allowance	<u>\$ 34,000</u>
Contract Not-to-Exceed Amount	\$ 330,000

A contingency of 11 percent is allocated to this contract given possible unforeseen conditions that may be encountered.

The JRCC HVAC system replacement contract was awarded on July 27, 2020 and its installation will be completed by November 2020. It is anticipated that the new roof construction will begin in tandem, immediately following installation of the new HVAC units that sit atop the roof, and the work will be completed by January 2021. The duration of the contract work is 20 working days to complete the new roof installation.

**COUNCIL POLICY CONSIDERATION:**

This contract is consistent with the City Council's goal to improve, maintain and enhance public facilities and infrastructure.

**ENVIRONMENTAL ANALYSIS:**

This contract has been determined to be categorically exempt from environmental review pursuant to the guidelines of the CEQA (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 3, §15301, Class 1, Existing Facilities). Class 1 exempts from environmental review small additions, expansions or alterations to existing structures where there is negligible or no expansion of the use. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

**FISCAL IMPACT:**

The cost of this contract is \$330,000 and the total cost of this action will be \$350,000. The \$1 million budget appropriated for the Citywide Facility Improvements, Jackie Robinson Community Center and La Pintoresca project will be exhausted by the JRCC HVAC contract awarded on July 27, 2020 and its associated soft costs. Given the high priority ranking and critical need for the replacement of the aged roof at JRCC in tandem with its HVAC system replacement, funding for this action will be addressed by the utilization of existing budgeted appropriations in the *Building Maintenance FY 2021-2025 (71903)* project. It is anticipated all costs will be spent in FY 2021.

The following table represents a project summary.

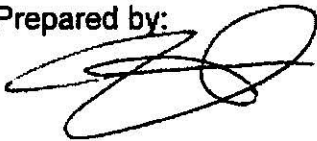
Base Bid	\$	296,000
Contingency	\$	34,000
Contract Administration/Inspection	\$	20,000
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>350,000</b>

Respectfully submitted,



ARA MALOYAN, P.E.  
Director of Public Works

Prepared by:



Hayden Melbourn, P.E.  
Principal Engineer

Approved by:

  
STEVE MERMELL  
City Manager