



# Agenda Report

August 9, 2021

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT:** **CONTRACT AWARD TO SCORPIO ENTERPRISES DBA AIRE-MASTERS AIR CONDITIONING FOR HEATING VENTILATION AND AIR CONDITIONING (HVAC) REPLACEMENT AT LA PINTO RESCA LIBRARY FOR AN AMOUNT NOT TO EXCEED \$315,000**

## **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 15, 2021, submitted by Scorpio Enterprises dba Aire-Masters Air Conditioning in response to the Project Plans and Specifications for the HVAC Replacement at La Pintoresca Library, ii) reject all other bids, and iii) authorize the City Manager to enter into a contract for an amount not to exceed \$315,000 which includes the base contract amount of \$279,000 and a contingency of \$36,000 to provide for any necessary change orders.

## **BACKGROUND:**

La Pintoresca Library was built in 1930 and named for the hotel which had previously occupied its northwest Pasadena site. In addition to providing library services, the facility serves as a community center providing various meeting and training events including computer classes for students and a tutorial center to assist with school work. The library contains an art collection and a display case for the community to display art as well.

A building assessment of the La Pintoresca Library was performed in 2017 as part of the Citywide Building Assessment project to identify and prioritize building system

deficiencies requiring replacement or maintenance. The HVAC system at La Pintoresca Library was identified as needing to be replaced within one to three years. Currently, it is necessary for building maintenance staff to perform continual maintenance repairs to extend its service life. Due to the aging and antiquated HVAC system, some of the replacement parts are no longer available.

The contract scope includes the replacement of the existing HVAC units with new energy efficient models and a new control system. In order to complete the work, the La Pintoresca Library will be closed and staff will need to be temporarily relocated for three months. Public Works staff will coordinate scheduling of the work with the Public Library staff to minimize disruption to library staff and the community it serves.

A finding of compliance with the General Plan was previously made and is shown in the Fiscal Year (FY) 2022 - 2026 Capital Improvement Program (CIP) on page 1.5 – Municipal Buildings and Facilities.

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. On June 17, 2021 and June 24, 2021, a Notice Inviting Bids was advertised in the local papers as well as posted on PlanetBids. The posting generated notices to vendors who have previously registered with the City for this particular commodity class. Thirty-Seven local vendors were notified, of which only one downloaded files. Bid packages were obtained by 53 vendors of which one was local. A total of nine bids were received by the bid opening date, none from local firms.

Following advertising, bids were opened on July 15, 2021 and are as follows:

Bidder	Amount(\$)
1. Scorpio Enterprises dba Aire-Masters Air Conditioning, Santa Fe Springs	\$ 279,000
2. Golden Sun Enterprise, Inc., Van Nuys	\$ 303,777
3. H J Mechanical, Diamond Bar	\$ 306,250
4. J F Engineering, Pomona	\$ 349,461
5. Houalla Enterprises Ltd. dba Metro Builders & Engineers Group, Ltd., Newport Beach	\$ 354,967
6. Allison Mechanical, Inc., Redlands	\$ 423,500
7. Pacific West Industries, Inc., Anaheim	\$ 433,730
8. NKS Mechanical Contracting, Inc., Anaheim	\$ 434,757
9. AC Pros, Inc., Tarzana	\$ 448,478
Engineer's Estimate	\$ 300,000

It is recommended that Aire-Masters Air Conditioning be awarded the contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with Aire-Masters Air Conditioning 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 zero new hires to the present work force. Local Preference Provision to recruit Pasadena residents initially and to give them preference, if all other factors are equal, for any new positions for this project is included in the project specifications.

Aire-Masters Air Conditioning has not previously performed work for the City of Pasadena. Staff has confirmed the contractor's license and Department of Industrial Relations status is in good standing.

The contract will be set up as follows:

Base Bid	\$	279,000
Contingency Allowance	\$	<u>36,000</u>
Contract Not-to-Exceed Amount	\$	315,000

A contingency of 13 percent is allocated to this contract given possible unforeseen conditions that may be encountered.

It is anticipated that construction will begin in October 2021, and the work will be completed by December 2021. The duration of the contract work is 25 working days to complete the project.

#### **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 \$315,000 and the total cost of this action will be \$360,000. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the *Citywide Facility Improvements – Jackie Robinson Center and La Pintoresca Library* (71912) CIP project. It is anticipated all costs will be spent in FY 2022.

The following table represents a project summary.

Base Bid	\$	279,000
Contingency	\$	36,000
Contract Administration/Inspection	\$	45,000
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>360,000</b>

Respectfully submitted,

  
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