



Agenda Report

July 12, 2021

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: **CONTRACT AWARD TO BEST CONTRACTING SERVICES, INC. FOR ROOF REPLACEMENT OF STORAGE SHED AT CITY YARD FOR AN AMOUNT NOT TO EXCEED \$137,676**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section 15301, Existing Facilities, which exempts minor alteration of existing public facilities where no expansion of existing use will take place; and
2. i) Accept the bid dated May 11, 2021 submitted by Best Contracting Services, Inc. (Best Contracting), in response to the Notice Inviting Bids for Roof Replacement at 345 West Mountain Street for the City Yard storage shed and ii) authorize the City Manager to enter into such contract for the roof replacement for an amount not to exceed \$137,676, which includes the base contract amount of \$125,160 and a contingency of \$12,516 to provide for any necessary change orders.

BACKGROUND:

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) is responsible for maintaining and performing needed repairs to City facilities. The current roofing system atop of the 5,625 square foot storage shed is over 30 years old with a compromised roof decking, multiple leak locations and has surpassed its useful life expectancy, requiring a complete roof replacement. The storage shed is used to house and protect various tools, chemicals and materials used by the Public Works Street Maintenance Division and the Public Works Resource Recovery and Recycling Division. This project has been identified in the Building Preventive Maintenance FY 2021-2025 project as part of the Annual Work Plan under the Capital Improvement Program.

On April 22, 2021, a Notice Inviting Bids for Roof Replacement at 345 W. Mountain St. for the storage shed was published in the local paper as well as posted on PlanetBids. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 30 vendors downloaded the Specifications, one of which was local. Staff contacted this local vendor who expressed that they are not interested nor could they accommodate the services as outlined in the bid specifications. A mandatory pre-bid conference was held on April 26, 2021 and attended by seven prospective bidders, none of which were local. One bid was received by bid opening date.

BID RESULTS:

Following advertising, one bid was received on May 11, 2021, and is as follows:

Bidder	Bid Amount
1. Best Contracting Services, Inc. Gardena, CA	\$125,160

Based on current industry level pricing, the division's project manager estimated cost at \$148,000 which included 10% contingency for unexpected price increases in materials due to COVID. The only bid received is 15% below this estimate.

Staff recommends that Best Contracting be awarded the contract as the sole responsive and responsible bidder. The proposed contract with Best Contracting fully complies with the Competitive Bidding and Living Wage Ordinances and with the Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 14, 2014.

The contract for this project will be set as follows:

Base Bid	\$125,160
Contingency Allowance	\$ 12,516
Total Amount	\$137,676

Contingency of ten percent is allocated to this contract given possible unforeseen conditions that may be encountered.

Best Contracting has been in the construction industry since 1982. They have been doing business with the City of Pasadena providing supplemental and as needed roof maintenance and repair services at various facilities since 2018 with aggregate expenditures through May 14, 2021 of \$56,009. Best Contracting has also worked with many other government agencies including: City of Los Angeles, City of San Diego, City of San Francisco, California Highway Patrol, US Postal Service, and the Department of Motor Vehicles.

This roof replacement project is anticipated to begin September 2021 and will be completed by December 2021, contingent on weather conditions and operational considerations at the City Yard. The surrounding office and maintenance buildings will

remain fully operational during this project and the proposed roof work at this storage shed will not impact facility operations.

COUNCIL POLICY CONSIDERATION:

This project addresses City Council's goals to maintain fiscal responsibility and stability; improve, maintain and enhance public facilities and infrastructure; and ensure public safety.

ENVIRONMENTAL ANALYSIS:

This proposed project is exempt from CEQA pursuant to State CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section 15301, Existing Facilities, which exempts minor alteration of existing public facilities where no expansion of existing use will take place.

Contract Award to Best Contracting for Roof Replacement at PW Storage Shed
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FISCAL IMPACT:

The total cost of this contract and this action is \$137,676. Funding will be addressed by the utilization of existing budgeted appropriations from the Building Preventive Maintenance FY 2021-2025 CIP project (71903). There is no anticipated impact to other operational programs or capital projects as a result of this action.

Respectfully submitted,


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Approved by:


STEVE MERMELL
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