

# Agenda Report

April 3, 2023

**TO:** Honorable Mayor and City Council

**FROM:** Department of Public Works

**SUBJECT: CONTRACT AWARD TO AME BUILDERS INC. DBA AME ROOFING FOR ALKEBU-LAN CULTURAL CENTER STORAGE BUILDING ROOF REPLACEMENT FOR AN AMOUNT NOT-TO-EXCEED \$148,312**

## **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) pursuant to Title 14, Chapter 3, Article 19, Section 15301, Class 1 – Existing Facilities, 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. Accept the bid dated March 2, 2023 submitted by AME Builders dba AME Roofing in response to the plans and specifications for the Alkebu-Lan Cultural Center Storage Building Roof Replacement, reject all other bids, and authorize the City Manager to enter into a contract for an amount not-to-exceed \$148,312, which includes the base contract amount of \$128,967 and a contingency of \$19,345 to provide for any necessary change orders.

## **BACKGROUND:**

Alkebu-Lan Cultural Center, located at 1435 N. Raymond Ave, is housed in a City-owned facility comprised of a former historic fire station and an attached building now used for storage. Executed in 1994, the City's lease agreement with the Center runs through 2050. The Center's goal is to provide an educational outreach program, encourage creativity through artistic expression and acquaint children and adults with creative, cultural, scientific, educational, and social contributions of African American people. During the year, about 100 Pasadena children visit the Center each week, with that number increasing to approximately 125 children during the summer.

The main building's clay-tiled roof was repaired by the City late last year. The facility's storage building low-slope roof has reached its life expectancy and needs to be replaced. Completion of the needed roof improvements will ensure continued services for the community and preservation of the historic structure.

The Department of Public Works prepared plans and specifications for the subject contract. Bids were requested and received in accordance with Section 4.08.070 of the Pasadena Municipal Code. On February 2, 2023, a Notice Inviting Bids for Alkebu-Lan Cultural Center Storage Building Roof Replacement project was published in the local paper as well as posted on OpenGov Procurement. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 3 vendors downloaded the specifications, of which none were local. Three bids were received by the bid opening date.

Following advertising, bids were electronically received on March 2, 2023, and are as follows:

Bidder	Amount (\$)
1. Chapman Coast Roof Co., Fullerton	Non-Responsive
2. AME Builders Inc. dba AME Roofing, Pomona	\$ 128,967
3. Best Contracting Services, Inc., Gardena	\$ 135,482

**Engineer's Estimate**

**\$ 110,250**

The apparent low bidder was deemed non-responsive as they were not registered with System for Award Management (SAM) at the time of bid advertisement as required by the bid specifications.

The lowest responsible and responsive bid received is seventeen percent higher than the Engineer's Estimate, reflecting an increase in material cost typical of the current market.

It is recommended that AME Builders Inc. dba AME Roofing be awarded the contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with AME Builders Inc. dba AME Roofing 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 one new hire to the present workforce. In accordance with the Local Preference provisions of the contract, the contractor is encouraged to recruit Pasadena residents initially and to give them preference, if all other factors are equal, for any new positions generated from this contract.

AME Builders Inc. dba AME Roofing has previously performed work for the City on the Allendale Library Retrofit project for a contract amount of \$259,860. Staff has confirmed the contractor's license and their Department of Industrial Relations status is in good standing. The contractor received favorable reference checks from other agencies.

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

Base Bid	\$ 128,967
Contingency Allowance	<u>\$ 19,345</u>
Contract Not-to-Exceed Amount	\$ 148,312

A contingency of 15 percent is allocated to this contract given possible unforeseen conditions that may be encountered upon removal of the roofing. It is anticipated construction will begin by May 2023 and be completed by July 2023. The proposed dates include the material lead time required for manufacturing and delivery of items.

**COUNCIL POLICY CONSIDERATION:**

This contract is consistent with the City Council's goal to improve, maintain, and enhance public facilities and infrastructure as well as to provide activities to promote health and fitness among Pasadena residents.

**ENVIRONMENTAL ANALYSIS:**

This contract award has been determined to be categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Title 14, Chapter 3, Article 19, Section 15301, Class 1 – Existing Facilities, and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances

**FISCAL IMPACT:**

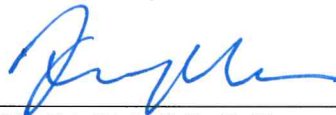
The total cost of this construction contract including contingency is \$148,312 and the total cost of this action is not expected to exceed \$180,312. Funding for this action will be addressed by the utilization of existing funds in the *Alkebu-Lan Cultural Center Improvements (71921)* CIP project. It is anticipated all costs will be expended in FY 2023.

There is no impact to the General Fund, as this project is fully funded by a Community Development Block Grant (CDBG).

The following table represents a project summary.

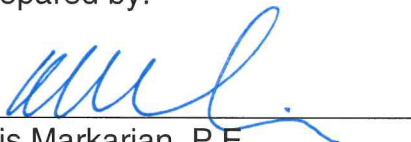
Base Bid	\$	128,967
Contingency	\$	19,345
Contract Administration/Inspection	\$	32,000
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>180,312</b>

Respectfully submitted,



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MIGUEL MÁRQUEZ  
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