

# Agenda Report

September 18, 2023

**TO:** Honorable Mayor and City Council

**FROM:** Department of Public Works

**SUBJECT: AUTHORIZE PURCHASE ORDER CONTRACTS WITH TECHNOLOGY INTERNATIONAL, INC. FOR PURCHASE OF A PREFABRICATED STEEL HANGAR AT THE POLICE DEPARTMENT HELIPORT FACILITY FOR AN AMOUNT NOT-TO-EXCEED \$131,870 AND R&S OVERHEAD DOORS OF COMMERCE, INC. FOR PURCHASE OF TWO HYDRAULIC DOORS FOR THE NEW HANGAR FOR AN AMOUNT NOT-TO-EXCEED \$95,100**

## **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;
2. Authorize the issuance of a purchase order contract to Technology International, Inc. for the procurement of a new prefabricated steel hangar at the Police Department Heliport Facility for an amount not-to-exceed \$131,870, which includes the base contract amount of \$109,890 and a contingency of \$21,980 to provide for any necessary change orders; and
3. Authorize the issuance of a purchase order contract to R&S Overhead Doors of Commerce, Inc. for the procurement of two hydraulic doors for the new hangar at the Police Department Heliport Facility for an amount not-to-exceed \$95,100, which includes the base contract amount of \$79,250 and a contingency of \$15,850 to provide for any necessary change orders.

## **BACKGROUND:**

The Pasadena Police Department's Air Operations Section (Air Ops) was established in 1969 and is one of the oldest airborne law enforcement programs in the United States. Air

Ops has a dedicated four-acre heliport facility located in northwest Pasadena at 2175 North Yucca Lane. Air Ops supports the Los Angeles Interagency Metropolitan Police Apprehension Crime Taskforce with a dedicated Pasadena pilot and Task Force Officer. In addition, Air Ops provides services on a contract basis to other jurisdictions in the San Gabriel Valley.

Currently, there are two aircraft hangars at the heliport site. The main hangar houses up to five helicopters and maintenance operations. The second smaller hangar is a 2,400-square-foot steel arch building that provides space to house an additional helicopter. The smaller hangar is no longer sufficient to meet the current operational needs of Air Ops. Furthermore, in FY 2023, the City purchased a new Mobile Operations Center (MOC) vehicle to replace the previously outdated and obsolete vehicle. In order to properly store the new MOC truck and provide additional required hangar space for helicopters and related parts and equipment, the 2400 square-foot steel arch hangar needs to be demolished and replaced with a new, larger 5,000 square-foot hangar.

On July 10, 2023, City Council authorized the contract award for professional architectural and design services for the hangar site including foundation design for the new prefabricated structure and associated work including geotechnical investigation, electrical design, and fire suppression/fire alarm system design. While the consultant designs the hangar foundation, the structural design of the specified prefabricated steel building is deferred to the fabrication company.

The purchase of the prefabricated steel structure and doors would typically occur during the construction phase by the project contractor selected to erect the building. However, due to the long lead time to manufacture the structure and doors, these advance purchases will expedite the project and ensure the prefabricated structure will be ready to erect when construction begins. The scope of work under this contract consists of the purchase of a 5,000-square-foot prefabricated steel hangar structure and two automatic-lift hydraulic doors to accommodate the ingress and egress of the new MOC truck and two helicopters.

#### Prefabricated Steel 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 June 1, 2023, a Notice Inviting Bids for the Prefabricated Steel Structure 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 22 vendors downloaded the specifications, none of which were local. Two bids were received by the bid opening date.

Following advertising, bids were electronically received on June 28, 2023, and are as follows:

Bidder	Amount (\$)
1. Technology International, Inc., Lake Mary, FL	\$ 109,890
2. Shook Building Systems, Inc., Corona, CA	\$ 372,712
<b>Engineer's Estimate</b>	<b>\$ 115,000</b>

The lowest responsible and responsive bid received is 4.4 percent lower than the Engineer's Estimate.

It is recommended that Technology International, Inc. be awarded the contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with Technology International, 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 awarding of this contract will result in no new hires 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.

Technology International, Inc. has not previously performed work for the City.

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

Base Bid	\$ 109,890
Contingency Allowance	<u>\$ 21,980</u>
Contract Not-to-Exceed Amount	\$ 131,870

A contingency of approximately 20 percent is allocated to this contract given possible unforeseen conditions that may be encountered during design and fabrication. It is anticipated the hangar will be delivered in Fall of 2024. The proposed date includes the material lead time required for manufacturing and delivery of items.

#### Automatic Lift Doors for Prefabricated Steel 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 June 1, 2023, a Notice Inviting Bids for the Automatic Lift Doors for Prefabricated Steel Structure 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 9 vendors downloaded the specifications, none of which were local. One bid was received by the bid opening date.

Following advertising, one bid was electronically received on June 28, 2023, and is as follows:

Bidder	Amount (\$)
1. R&S Overhead Doors of Commerce, Inc., Commerce	\$ 79,250
<b>Engineer's Estimate</b>	<b>\$ 85,000</b>

The lowest responsible and responsive bid received is 6.8 percent lower than the Engineer's Estimate.

It is recommended that R&S Overhead Doors of Commerce, Inc. be awarded the contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with R&S Overhead Doors of Commerce, 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 awarding of this contract will result in no new hires 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.

R&S Overhead Doors of Commerce, Inc. has not previously performed work for the City.

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

Base Bid	\$ 79,250
Contingency Allowance	\$ 15,850
Contract Not-to-Exceed Amount	\$ 95,100

A contingency of 20 percent is allocated to this contract given possible unforeseen conditions that may be encountered. It is anticipated the automatic doors will be delivered in Fall of 2024. The proposed date includes the material lead time required for manufacturing and delivery of items.

**COUNCIL POLICY CONSIDERATION:**

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

**ENVIRONMENTAL ANALYSIS:**

The contract award has been determined to be categorically exempt under the 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. There are

no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

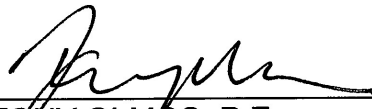
**FISCAL IMPACT:**

The total cost of these purchase order contracts including contingency is \$226,970 and the total cost of this action is not expected to exceed \$236,970, accounting for staff time and administration of the contract. Funding for this action will be addressed by the utilization of the existing budgeted appropriations in the *Mobile Operations Center (71919)* CIP project and does not impact the General Fund. It is anticipated all costs will be spent in FY 2023 and 2024.

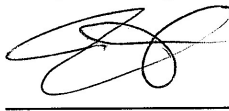
The following table represents a project summary.

Purchase Order Contracts	\$ 189,240
Contingency	\$ 37,730
Contract Administration	\$ 10,000
<b>Total Fiscal Impact</b>	<b>\$ 236,970</b>

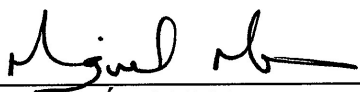
Respectfully submitted,

  
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Director of Public Works

Prepared by:

*for*   
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