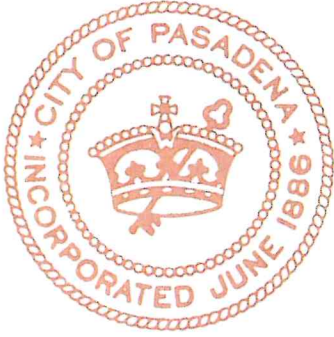




Agenda Report

July 13, 2026

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: **AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH AME BUILDERS INC DBA AME ROOFING FOR THE HILL AVE LIBRARY ROOF REPLACEMENT AND STRUCTURAL CONNECTIONS UPGRADE PROJECT FOR AN AMOUNT NOT TO EXCEED \$838,116**

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. Award contract to the lowest and best bid dated June 4, 2026 submitted by AME Builders Inc. dba AME Roofing in response to the bid specifications for the Hill Ave Library Roof Replacement and Structural Connections Upgrade project, and authorize the City Manager to enter into a contract for a total not-to-exceed amount of \$838,116 which includes the base contract amount of \$698,430 and a contingency of \$139,686 to provide for any necessary change orders; and
3. Authorize the City Manager to approve within the contract authority, amendments to the subject contract including durational extensions.

BACKGROUND:

Hill Avenue Branch Library, located at 55 South Hill Avenue, is the oldest branch library in the Pasadena Public Library system. Constructed in 1925 and designed by the architectural firm of Marston, Van Pelt and Maybury, the facility serves as an important historic and community resource providing library services, educational programming, and public gathering space for Pasadena residents.

In FY 2018, the City retained a consultant to conduct a comprehensive assessment of City-owned facilities to identify immediate maintenance needs and long-term capital improvement priorities. The resulting Facilities Condition Assessment 2017-2018 identified the Hill Avenue Library roofing system as being in poor condition and in need of replacement due to age-related deterioration and the potential for continued water intrusion. Based on these findings, the City established the *Hill Avenue Library Roof Replacement and Seismic Strengthening Project* (71932) in FY 2022 to address critical building deficiencies and extend the useful life of the facility.

During project planning and design, the Department of Public Works evaluated opportunities to address additional structural deficiencies while the existing roof system was being replaced. The evaluation determined that voluntary seismic strengthening improvements could be completed concurrently with the reroofing work in a cost-effective manner, allowing the City to leverage the roof replacement project to enhance the building's structural performance while minimizing future construction impacts. The project includes strengthening of the roof diaphragm and improvements to the anchorage of existing unreinforced masonry walls to enhance the building's seismic performance and overall resilience.

The project also includes repairs to cracked wood beams, restoration of damaged plaster ceiling surfaces, cleaning and repair of historic interior wood elements, installation of new ceiling insulation, and repairs to building components affected by age and weather exposure. Consistent with the City's practice of preparing facilities for future renewable energy improvements where feasible during roof replacement projects, the Hill Avenue Branch Library was evaluated for rooftop photovoltaic improvements. Based on the existing clay tile roof system and the extensive mature tree canopy surrounding the building, the facility is not currently considered a viable candidate for rooftop solar. In addition, the project includes restriping of the existing parking lot to address accessibility deficiencies and improve compliance with current accessibility requirements.

Given the historic significance of the facility, the project was developed in coordination with the City's Design and Historic Preservation staff, Pasadena Public Library Services staff, and the project design consultants. The project incorporates measures intended to preserve and protect character-defining architectural features while addressing long-term facility preservation, maintenance, and seismic resilience objectives.

To accommodate construction activities, Hill Avenue Branch Library will be temporarily closed during the construction period. Construction is anticipated to begin following execution of the contract and continue for approximately four months, including one month of schedule contingency. Pasadena Public Library staff will continue to provide services to the community by shifting programs and activities to other library facilities throughout the City.

Plans and specifications were prepared by the Department of Public Works and its consultants, including Architectural Resources Group and KPFF Consulting Engineers for the subject project. Bids were requested and received, in accordance with Section

4.08.060 of the Pasadena Municipal Code. On April 23, 2026, a Notice Inviting Bids for Hill Ave Library Roof Replacement and Structural Connections Upgrade was published in 22 trade journals, 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 67 vendors downloaded the specifications, four were local. A total of 3 bids were received by the bid opening date, one was local.

Following advertising, bids were electronically received on June 4, 2026, and are as follows:

<u>Bidder</u>	<u>Amount (\$)</u>
1. AME Builders Inc dba AME Roofing, Upland, CA	\$ 698,430
2. Best Contracting Services, Inc., Gardena, CA	\$ 848,420
3. Lattari Construction, LLC, Pasadena, CA	\$ 675,000 (non-responsive)
Engineer's Estimate	\$ 934,000

The lowest and best bid received is approximately 25 percent lower than the Engineer's Estimate.

Lattari Construction, LLC submitted the apparent low bid; however, the bid was determined to be non-responsive. The Notice Inviting Bids and project specifications required bidders to demonstrate experience performing projects of similar scope and complexity, including historic roofing work and related building rehabilitation improvements. Lattari Construction, LLC did not provide the required project experience information, references, or supporting documentation necessary to verify compliance with the minimum qualification requirements. As a result, staff was unable to confirm the bidder's experience with comparable projects and the bid was deemed non-responsive.

It is recommended that AME Builders Inc dba AME Roofing be awarded the contract for this project as they are the lowest and best bidder. The proposed contract with AME Builders Inc dba AME Roofing 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 contractor has indicated that the awarding of this contract will result in 2 new hires to the present workforce. In accordance with 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 completed contracts totaling \$539,087 for the City. Staff have 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 will be set up as follows:

Base Bid	\$ 698,430
Contingency	\$ 139,686
Contract Not-to-Exceed Amount	\$ 838,116

A contingency of 20 percent is allocated to this contract due to the age of the facility and the potential for unforeseen conditions that may not be readily identifiable prior to removal of the existing roofing system. The contingency is intended to address concealed water intrusion damage, deteriorated materials, and other unforeseen field conditions that may be encountered during construction. The contingency will also provide flexibility to address field-design adjustments necessary to maintain project schedule and avoid construction delays. Any unused contingency funds will be returned to the project balance upon completion. It is anticipated that construction will begin in Summer 2026 and be completed in Fall 2026.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goal to improve, maintain, and enhance public facilities and infrastructure. It also supports the Public Facilities Element of the General Plan by maintaining public facilities to enhance the quality of life of the community.

ENVIRONMENTAL ANALYSIS:

The contract award has been determined 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. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

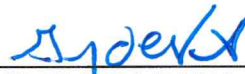
FISCAL IMPACT:

The cost of this contract, including contingency, is \$838,116 and the total cost of this action will be \$963,833. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the *Hill Ave Library Roof Replacement and Seismic Strengthening* (71932) and *Building Maintenance FY 2026-2030* (71931) projects. It is anticipated that all costs will be expended in FY 2027. There is no impact on the General Fund, as the projects are fully funded through the Building Preventive Maintenance Fund.

The following table represents a project summary.

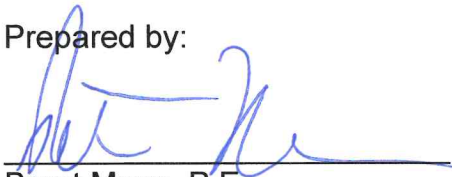
Base Bid	\$	698,430
Contingency	\$	139,686
Construction Administration, Material Testing, and Inspection	\$	125,717
Total Fiscal Impact	\$	963,833

Respectfully submitted,



GREG DE VINCK, P.E.
Director of Public Works

Prepared by:



Brent Maue, P.E.
City Engineer

Approved by:



MATTHEW E. HAWKESWORTH
Interim City Manager