



ITEM NO. 9

## STAFF REPORT

DATE: NOVEMBER 20, 2018  
TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS  
FROM: BILL SMITH, CITY MANAGER  
PREPARED BY: DAVID KOLK, PUBLIC WORKS & UTILITY SERVICES DIRECTOR  
SUBJECT: AWARD OF BID FOR THE CORPORATE YARD WAREHOUSE AND ADMINISTRATION BUILDINGS ROOFING REPAIR PROJECT

### RECOMMENDED ACTION

Staff recommends that the City Council take the following action:

Authorize the award of Bid for the Corporate Yard Warehouse and Administration Buildings Roofing Repair Project to All Seasons Insulation, Inc. for the amount of \$74,761, with a 10% contingency in the event additional damages are discovered and authorize the City Manager to execute the contract documents.

### BACKGROUND

The roofing on the Warehouse and Administration buildings at the Corporate Yard are over 28 years old. The general lifespan of a commercial roof is between 20 and 30 years. Both roofs are missing shingles and granules and have experienced shrinkage between the remaining shingles. These issues are causing serious leaks during periods of rain. When it rains, water is able to penetrate through the roof into office and warehouse areas, causing damage to the interior of the facilities, including the destruction of several interior ceiling tiles. During rainy seasons, the leaks create safety concerns for employees and the public, as water on the floor causes slip and fall hazards. Buckets and trash cans are used to attempt to catch the water and keep it off the floors. Past leakage has enabled mold to grow, causing an unhealthy environment for employees. The Administration Building recently went through a deep cleaning to remove mold growth.

### ISSUES/ANALYSIS

In accordance with Colton Municipal Code Section 3.08.120, a request for Notice of Inviting Formal bids was published in the newspaper on July 06, 2018, and July 13, 2018. A public bid

opening was held on July 26, 2018, at 3:00 P.M., for the Warehouse and Corporate Yard Roofing Repair Project. Staff received five responsive bids from roofing contractors, as follows:

1. All Seasons Insulation, Inc.	\$ 74,761
2. Cook Coatings, Inc.	\$111,690
3. Best Contracting Service	\$122,625
4. Brazoz Urethane, Inc.	\$185,671
5. Harbor Coating	\$197,000

Two other contractors submitted bids that were determined to be non-responsive because the bid proposals were not signed. One proposal was missing other required documentation. Staff reviewed and evaluated the five responsive bids. All five bids were evaluated as to conformance with the specification and for price. All Seasons Insulation Inc. submitted the lowest most responsive bid for \$74,761.

#### **FISCAL IMPACTS**

Sufficient Funds for the project are available in the Building Maintenance Fund Purchasing Building Maintenance Expenditure Account Number. 605-6150-6211-2250-6043, for the Warehouse Building for the amount of \$33,642.45, and in the Building Maintenance Fund Capital Outlay Account Number 605-6150-6211-4950, for the Administration Building for the amount for \$41,118.55.

#### **ALTERNATIVES**

1. Provide alternative direction to staff.

#### **ATTACHMENT**

1. Exhibit A - Contract