

City of Brisbane

Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: Construction Contract for 2013 Roof Repair – Brisbane Fire Department

DATE: September 16, 2013

City Council Goals:

To provide public service that assures the safety of property and citizens residing, working, or visiting in Brisbane. (#9)

To provide for a workplace that encourages growth of individual employees and a quality work environment. (#13)

Purpose:

To award a contract to repair leaks and water infiltration issues in the roof components of Fire Station 81; this action is consistent with the community's value of safety, and the desire for the firefighters to be housed in a permanent facility.

Recommendation:

Award the construction contract for the 2013 Roof Repair – Brisbane Fire Department Project No. 9E01 to Western Roofing Service in the amount of \$138,183 and authorize the City Manager to sign the Agreement on behalf of the City.

Background:

On August 19, Council approved a supplemental appropriation for mold remediation at Station 81, and directed staff to move forward immediately with the roof repairs, which had been budgeted in earlier fiscal year approvals. Based on the roof repair consultant's construction cost estimate, staff placed this project to bid following the requirements of the State Uniform Public Construction Cost Accounting Act, which has been codified in Chapter 15.22 of the Brisbane Municipal Code.

In accordance with §15.22.050.E, the Public Works Director determined that the services requested under this proposal were unique enough (requiring knowledge and experience with both the underlying roof system and the requested repair), that the mailing of the notice inviting informal

bids was restricted to two contractors who were identified by the manufacturer of the roof system and repair materials as having such proprietary knowledge and experience.

Discussion:

The City received the following bids on September 12, 2013:

Western Roofing Service	\$ 138,183
Fidelity Roof Company	\$ 170,686

In the section of the Proposal that required bidders to provide a list of projects comparable in scope and size, the apparent low bidder included a note, “See Attached”, but failed to attach any information. The City Attorney was consulted, and offered his opinion that this was a clerical error that the proposer could be permitted to correct. The Estimator for Western Roofing was contacted on his cellular phone, and the required references were received within ten minutes. The accompanying note from the corporate secretary advised, “Please find the attached project references. I made a mistake and left it on the printer rather than including it with our bid today. I apologize for the inconvenience.”

All other aspects of both proposals were completely responsive, and both bidders were found to be responsible. Staff’s recommendation is to allow Western Roofing to correct their clerical error, and to award the project to them as the responsive and responsible low bidder.

Fiscal Impact:

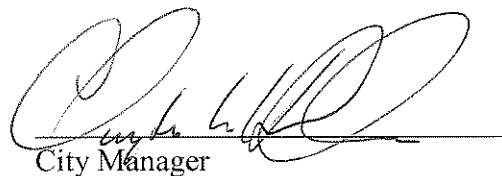
The City Council approved an overall budget of \$200,000 for the roof repair during their operational and capital improvement budget deliberations for FY2013-2014.

Measure of Success

Completion of a roof repair project that seals leaks in the roof of Fire Station 18, which is a condition precedent for moving forward with rehabilitation of mold in the station’s interior, and ultimately allowing for the reoccupation of the station.



Director of Public Works/City Engineer



City Manager