



# City of Morgan Hill

## Legislation Text

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## **CITY COUNCIL STAFF REPORT**

### **MEETING DATE: SEPTEMBER 21, 2016**

PREPARED BY: Cynthia Iwanaga, Management Analyst/Community Services  
APPROVED BY: City Manager

### **AWARD DUNNE HILL FIRE STATION ROOF REPAIR**

#### **RECOMMENDATION(S)**

Adopt resolution:

1. Approving project specifications;
2. Awarding a contract to Andy's Roofing Company for the Dunne Hill Fire Station Roof Repair Project in the amount of \$41,878;
3. Authorizing the expenditure of construction contingency funds not to exceed \$4,188; and
4. Authorizing City Manager to execute and administer the construction contract with Andy's Roofing Company.

#### **COUNCIL PRIORITIES, GOALS & STRATEGIES:**

##### **Ongoing Priorities**

Maintaining fiscal responsibility

##### **2016 Focus Areas**

Enhancing Our Services

#### **REPORT NARRATIVE:**

The scope of work for the Dunne Hill Fire Station Roof Repair Project includes all the labor and material necessary to remove the existing tile roof materials and install new composition roof materials at the Dunne Hill Fire Station. After removal of the roofing materials, a roof sheath inspection will be conducted by the City for any dry rot damage. A separate contract will be entered into with a general or framing contractor to complete any associated repairs before Andy's Roofing Company installs the new roof.

In soliciting informal bids for this project, the City contacted C-39 licensed roofing contractors on the City's Informal Bidders' list, posted the project on the City of Morgan Hill website and the online service Public Purchase.

The bid opening was held on September 13, 2016 and four bids were received.

1. Andy's Roofing Company	\$ 41,878
2. Scudder Roofing Company	\$ 58,205
3. Stronger Building Services	\$ 73,000
4. Best Contracting Services	\$101,391

Andy's Roofing Company submitted the low bid at \$41,878. Staff recommends the award of this contract for \$41,878. Staff also recommends a 10% contingency of \$4,188, which will yield a total construction authorization of \$46,066.

**COMMUNITY ENGAGEMENT: Inform**

A project maintenance sign will be posted outside the Dunne Hill Fire Station prior to start of construction to let the public know that removal and replacement of the roof is underway.

**ALTERNATIVE ACTIONS:**

An alternative action would be to delay the replacement of the roof until Spring 2017. This is not advisable as the roof is over 20 years old, and in need of repair and replacement.

**PRIOR CITY COUNCIL AND COMMISSION ACTIONS:**

The funding to procure and install the new roof was included in the adopted FY 16-17 budget.

**FISCAL AND RESOURCE IMPACT:**

The project contract with the 10% contingency is \$46,066. The amount is budgeted in Fund 741 (Building Replacement Fund) in the adopted 16-17 budget.

**CEQA (California Environmental Quality Act):**

Categorical Exemption

The activities described in this Staff Report are categorically exempt under CEQA, specifically pursuant to Section 15301 of the CEQA Guidelines (Existing Facilities), as the subject work involves the repair, maintenance or minor alteration of existing City facilities involving negligible or no expansion of use of those facilities.

**LINKS/ATTACHMENTS:**

1. Resolution
2. Contract Documents
3. Technical Specifications