DATE:       June 1, 2020

TO:         Honorable Mayor and Members of the City Council through City Manager

FROM:       Jason Beatty, P.E. – Director of Public Works, Public Works and Utilities

SUBJECT:    Resolution Authorizing Award of Contract for the Cavanagh Roof Replacement Project to Henris Roofing, Inc.

RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution Authorizing Award of Contract for the Cavanagh Roof Replacement Project to Henris Roofing, Inc.

BACKGROUND

The Cavanagh Center building was originally constructed in 1952. Although the current roof is not assumed to be original, it is beyond its’ service life. The wood plank eaves on the western end of the building, over the pool deck, have been deteriorating over the past few years and have rotted through in a small section. The gymnasium and office areas experience leaks during the rainy season which impacts the programs. Maintenance to mitigate leaks has increased has over the past few years and water damage is evident within the facility.

The swimming pool and rest room buildings were replaced at the site in 1991 and the project plan notes include the reconnection of the existing solar hot water system. This indicates that pool heating through solar has been in place for a long time. The age of the current system is not known, although it is not the original system.

DISCUSSION

This project intends to replace the roof at the Cavanagh Center at 426 8th Street. This project will replace the dry rotted eaves and roof deck over the pool area and select areas of the fascia boards, along with replacement of the gutter and downspouts.

City staff prepared design documents and specifications for the project. The Notice Inviting Bids for the construction contract was issued on March 19, 2020. On April 28, 2020, six (6) bids were received as follows:

<table>
<thead>
<tr>
<th>Name of Bidder</th>
<th>Bid Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Henris Roofing, Inc.</td>
<td>$ 76,600 Lowest Responsible Bidder</td>
</tr>
<tr>
<td>Andy’s Roofing, Inc.</td>
<td>$ 93,485</td>
</tr>
</tbody>
</table>
The lowest responsible bidder, Henris Roofing, Inc., has performed similar projects for the City of Petaluma. Staff verified that the Contractor possesses a valid C-39 California Contractor’s License, license number 220964, which expires on August 30, 2021 that qualifies the Contractor to perform the work. It is recommended that Council adopt the resolution awarding the contract to the lowest and responsive bidder, Henris Roofing, Inc.

The project bid included Bid Alternates for roof replacement and gutter and downspouts on the clubhouse building. Staff had the opportunity to increase the project scope within the approved budget to include exercising these alternatives. At this time, staff recommends awarding the contract for $145,760.00 for roof replacement over the gymnasium building including the bid alternate for the replacement of the gutter and downspouts and roof replacement on the clubhouse building. The recommended award also includes roof replacement and new gutters and downspouts on the clubhouse building. Staff is aware of additional areas of dry rot on the roof deck, fascia boards and rafter tails that require replacement during the project. Retaining a higher than typical contingency will allow staff to work with the contractor to plan the necessary repairs.

An additional consideration within this project is the reinstallation of the solar hot water system. This system was removed from the roof in January 2019 to make roof repairs related to the leaks in the gym. The system has been in storage for over a year and is assumed to be in usable condition after a few component replacements. Reinstallation of the system is estimated to be $20,000.

Award of the contract will require a budget amendment to the CIP budget to reinstall the solar hot water system and increase contingency to make expected repairs to areas of rot on the roof deck, fascia, and rafter tails as discussed in the financial section below.

Construction is scheduled to begin before the rainy season at a time mutually beneficial to the programs run by Mentor Me and Swim America. The project is expected to have minimal impact to roadway traffic in the area, as a majority of the work will take place on the roof of the Cavanagh Center. Construction management and inspection services will be conducted by City staff.

**PUBLIC OUTREACH**

Public outreach will include notification to all stakeholders within the project area prior to construction, social media notifications including Facebook and NextDoor, and frequent updates to the City’s website for project information.
COUNCIL GOAL ALIGNMENT

The proposed action supports City Council Goals and work plan items:

- Workplan Item #74: “Evaluate all city facilities, including our police and fire stations, and corporation yard facilities, and develop maintenance and replacement recommendations.”
- Workplan item #116: “Maximize use of current parks and recreation infrastructure, and other City-owned facilities and properties for the hosting of recreational, sports, cultural and entertainment events that attract visitors to Petaluma.”
- Workplan item #138: “Capital maintenance and upgrades to City facilities to provide places and spaces for community dialogue, public meetings, and customer service.”

CLIMATE ACTION/SUSTAINABILITY EFFORTS

This proposed action supports the above goal. Heating and cooling buildings are a significant source of greenhouse gas emissions in the United States and the installation of a light colored “cool roof” will help reflect sunlight which contributes to building heat. The reconnection of the solar hot water heating system will reduce natural gas use for pool heating.

ALTERNATIVES

If council does not authorize this resolution, the Cavanagh Gym roof will remain in its current state, will continue to leak, and appear unattractive to facility users. The solar hot water system will not be reconnected, and pool heating will rely on natural gas.

FINANCIAL IMPACTS

The total revised budget for the Cavanagh Gym Roof Replacement Project (C11202014) is $213,760, an increase of $27,760 over the adopted FY 2019/20 CIP Budget. This revised budget requests additional funds of $27,760 from the General Fund. It is anticipated that installing solar will result in energy savings to the General Fund offsetting the upfront cost shown below. The remainder of the project is funded primarily through the Transient Occupancy Tax.

The following is a breakdown of the approved and revised CIP budget:

<table>
<thead>
<tr>
<th>Description</th>
<th>Approved FY 19/20 CIP Budget</th>
<th>Revised FY 19/20 CIP Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Contract (low bid)</td>
<td>$143,000</td>
<td>$145,760</td>
</tr>
<tr>
<td>Construction Contract (solar)</td>
<td>$0</td>
<td>$20,000</td>
</tr>
<tr>
<td>Design and Planning</td>
<td>$8,000</td>
<td>$8,000</td>
</tr>
<tr>
<td>Administration</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Construction Management</td>
<td>$10,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>CIP Overheads</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Contingency</td>
<td>$15,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$186,000</td>
<td>$213,760</td>
</tr>
</tbody>
</table>
ATTACHMENTS

1. Resolution
2. Location Map
RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE CAVANAGH GYM ROOF REPLACEMENT PROJECT

WHEREAS, City staff has prepared construction bid documents and advertised for construction for the Cavanagh Gym Roof Replacement Project C11202014 (“Project”); and

WHEREAS, in accordance with the City of Petaluma Charter and Municipal Code, California Public Contract Code Section 20162 and other applicable law, City staff solicited bids for the Project; and

WHEREAS, the Project was bid on March 19, 2020, and Six (6) bids were received and opened on April 28, 2020 in accordance with applicable law; and

WHEREAS, the lowest responsible bid for the Project was submitted by Henris Roofing, Inc. from Petaluma, CA for $76,600.00; and

WHEREAS, staff has determined that the Contractor’s bid satisfies the bidding requirements for the Project; and

WHEREAS, staff has verified that Henris Roofing, Inc. possesses a valid California Contractor’s License, Class C-39, number 220964 that qualifies Contractor to perform the Project; and

WHEREAS, the Project is categorically exempt pursuant to California Environmental Quality Act (CEQA) and Title 14, the California Code of Regulations (“CEQA” Guidelines”), Section 15302, because the Project consists of replacement and reconstruction of existing systems and/or facilities involving negligible or no expansion of capacity; and

WHEREAS, the FY 19/20 CIP budget requires amendment of $27,760 from TOT funds to complete the project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Petaluma hereby:

1. Approves the revised project budget for the Cavanagh Gym Roof Replacement Project.

2. In accordance with the City of Petaluma Charter and Municipal Code, California Public Contract Code Section 20162 and other applicable law, waives any and all non-conformance in the bid of Henris Roofing, Inc. for the Cavanagh Gym Roof Replacement Project, Project No. C11202014, finds the bid of $76,600.00 to be the lowest, responsive bid and further finds that Henris Roofing, Inc., is the lowest responsible bidder.
3. Awards the contract for the Cavanagh Gym Roof Replacement Project, Project No. C11202014 to Henris Roofing, Inc., in the amount of $145,760.00, amount of the lowest responsive bid and two bid alternates, conditioned on Henris Roofing, Inc.’s timely executing the project contract and submitting all required documents, including but not limited to, executed bonds, certificates of insurance, and endorsements, in accordance with the project bid documents.

4. Authorizes and directs the City Manager to execute the project contract on behalf of the City of Petaluma upon timely submission by Henris Roofing, Inc., of the signed project contract and all other required document, including but not limited to, executed bonds, certificates of insurance, and endorsements, in accordance with the project bid documents.

5. Approves a construction contract contingency of $20,000.

6. Authorizes staff to prepare a mid-year budget adjustment for the CIP project as outlined in the Financial Impact Section.