

CITY COUNCIL AGENDA ITEM NO. 9

Meeting Date: October 14, 2008

Subject/Title: Adopt a Resolution 1) approving the contract documents, awarding the bid and authorizing the City Manager or designee to execute a construction contract and necessary documents with Enterprise Roofing Service, Inc. for Bid Package #1, Re-roofing work associated with the Library Relocation project, CIP No. 337-37194, in an amount of \$47,745, plus a 10% contingency of \$4,774.50, for a total amount of \$52,519.50 and 2) amending the CIP Budget Sheet for the Library Relocation project, CIP No. 337-37194.

Prepared by: Gail Leech, Management Analyst

Submitted by: Karen Chew, Assistant City Manager

RECOMMENDATION

Adopt a Resolution 1) approving the contract documents, awarding the bid and authorizing the City Manager or designee to execute a construction contract and necessary documents with Enterprise Roofing Service, Inc. for Bid Package #1, Re-roofing work associated with the Library Relocation project, CIP No. 337-37194, in an amount of \$47,745, plus a 10% contingency of \$4,774.50, for a total amount of \$52,519.50 and 2) amending the CIP Budget Sheet for the Library Relocation project, CIP No. 337-37194.

PREVIOUS ACTION

On November 13, 2007, by Resolution No. 2007-269, City Council 1) endorsed the Civic Center Conceptual Plans; 2) endorsed the City Hall and Community Center Building Plans; 3) endorsed the History Walk concept as one of the Required Art Components of the Civic Center; and 4) directed staff to proceed with this project to design development.

On February 26, 2008, LPA, Inc. gave a presentation to City Council on milestones and critical decision points for the Civic Center project. The purpose was to inform City Council of when they would be required to make decisions that will affect the progress of the project.

On May 13, 2008, by Resolution No. 2008-115, City Council approved the Swinerton Management and Consulting contract for Construction Management services for the Civic Center Project.

On May 13, 2008, by Resolution No. 2008-116, City Council approved Staff's recommendation for the type of fountain and the trees for the Civic Center Plaza.

On May 13 2008, by Resolution No. 2008-117, City Council endorsed the City Park Master Site Plan.

On May 13, 2008, City Council continued the issue of consideration of a Resolution directing staff to Prepare Temporary Space for the Interim Library and Council Chambers at the Brentwood Education and Technology Center and directed staff to bring back a budget analysis for the costs associated with moving the library.

On May 27, 2008, by Resolution No. 2008-136, the City Council adopted the 2008/09-2012/13 Capital Improvement Program.

On June 10, 2008, City Council directed staff to pursue the temporary space for the interim library at the annex building.

On August 26, 2008, by Resolution No. 2008-219, City Council authorized the City Manager to execute an agreement with Devcon Construction Incorporated for construction management services related to the construction of the interim library at the Oak Street Annex.

On August 26, 2008, by Resolution No. 2008-220, City Council approved the Mitigated Negative Declaration for the Brentwood Civic Center project; by Resolution No. 2008-221, approved the General Plan amendment (GPA 07-02) to change the land use designation on a portion of the Civic Center site from Park to Downtown (mixed use); by Resolution No. 2008-222, approved a Downtown Specific Plan amendment to add the Brentwood Civic Center District Zone, create site development standards and permitted uses for the new district zone, and re-designate City Park, the adjacent Maple Street and Third Street and two City-owned parcels to the new district zone; and by Resolution No. 2008-223, approved a summary vacation for portions of Maple Street and Third Street.

BACKGROUND

The Library Annex Project is a very significant first step toward construction of the Civic Center project ("the Project"). The current Brentwood Library sits on the City Park property and needs to be relocated in order to move forward with the project. The plan is to relocate City staff and build the temporary library (Library Annex) in the eastern one-third (1/3) of the existing City Hall Annex (104 Oak Street). The Library Annex will be approximately 6,000 square feet. The other two-thirds (2/3) of the City Hall Annex will be occupied by City staff (118-120 Oak Street) during the remodel of the Library Annex and during the construction of City Hall. Once City Hall is built, staff will be moved and the library will be expanded into the remaining two-thirds of the Annex.

LPA has completed the design of this interim library and construction is expected to start mid-October. This date is subject to approval of the reroofing work, Bid Package #1, by City Council (attached to this staff report). Prior to starting construction of the library, staff needs to be moved into the 118-120 space. However, in order to accommodate moving all of staff into the remaining two-thirds, minor tenant improvements need to be completed. These improvements are included in Bid Package #2, which falls below Council threshold for approval and consists of converting the Engineering lobby into an office, creating high density file space, and reconfiguring the front counter to accommodate a staff cubicle for reception and for customer seating.

The contract being awarded this evening is for re-roofing work that needs to be done over 104 Oak Street. This work was scheduled to be done in fiscal year 2007/08 per the approved Community Development Building Roof Repair project (CIP No. 337-37198), but was put on hold pending direction of the library relocation. This project was closed and the scope of work moved into the Library Relocation project. This work has been incorporated into the early package so that the work can be completed before the rainy season begins.

In addition, the direction has shifted from building the Interim Library from the Tech Center to the Annex Building, which has resulted in the need for funding earlier than anticipated. Therefore, the Library Relocation project budget needs to be amended to reflect the new funding requirements for FY 2008/09. The overall funding, however, has not changed.

Staff utilized an informal bid process with bids opened on September 29, 2008. A total of three (3) bids were received and are listed below:

King's Roofing	\$ 84,828
Reinhardt Roofing	\$ 75,828
Enterprise Roofing Service, Inc.	\$ 47,745

After review of the bid proposals for Bid Package #1, staff recommends the award of the construction contract for the Library Relocation project, CIP Project No. 337-37194, to Enterprise Roofing Service, Inc. for a contract amount of \$47,745, plus a 10% contingency of \$4,774.50, for a total amount of \$52,519.50. Per the agreement with Devcon Construction, Inc., the construction manager at-risk for this project, the contract with Enterprise Roofing Service, Inc., upon award, will be assigned to Devcon Construction, Inc. Once the early construction and re-roofing work is underway, staff will be going out to bid for the remainder of the library construction packages. City Council will be kept apprised of the progress of the library.

FISCAL IMPACT

The contract amount is \$47,745, plus a 10% contingency of \$4,774.50, for a total amount of \$52,519.50. The funds associated with this work are included in the adopted 2008/09 – 2012/13 Capital Improvement Program which includes the Library Relocation project (CIP Project No. 337-37194). Due to the early funding requirements for this project, staff is recommending moving \$1,250,000 of the \$2,050,000 budgeted in FY 2009/10 and 2010/11 to FY 2008/09 for a total budget of \$1,700,000 in FY 2008/09. This is a one-time cost and is contingent upon the issuance of CFD bonds which will ultimately provide the funding source. The condition of the financial credit markets, and the City's ability to bond with reasonable interest rates, will play a major role in determining the timing of the bond issuance. In the interim, we will initiate the requisite internal loans to allow commencement of the Library Relocation project. There are no known revenue offsets due to this amendment and no known future reduction of costs.

Attachments:

Resolution

CIP Project Sheet

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD 1) APPROVING THE CONTRACT DOCUMENTS, AWARDING THE BID AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE A CONSTRUCTION CONTRACT AND NECESSARY DOCUMENTS WITH ENTERPRISE ROOFING SERVICE, INC. FOR BID PACAKGE #1, RE-ROOFING WORK ASSOCIATED WITH THE LIBRARY RELOCATION PROJECT, CIP NO. 337-37194, IN THE AMOUNT OF \$47,745, PLUS A 10% CONTINGENCY OF \$4,774.50, FOR A TOTAL AMOUNT OF \$52,519.50 AND 2) AMENDING THE CIP BUDGET SHEET FOR THE LIBRARY RELOCATION PROJECT, CIP PROJECT NO. 337-37194.

WHEREAS, On November 13, 2007, by Resolution No. 2007-269, City Council 1) endorsed the Civic Center Conceptual Plans; 2) endorsed the City Hall and Community Center Building Plans; 3) endorsed the History Walk concept as one of the Required Art Components of the Civic Center; and 4) directed staff to proceed with this project to design; and

WHEREAS, on February 26, 2008, LPA, Inc. gave a presentation to City Council on milestones and critical decision points for the Civic Center project. The purpose was to inform City Council of when they would be required to make decisions that will affect the progress of the; and

WHEREAS, on May 13, 2008, by Resolution No. 2008-115, City Council approved the Swinerton Management and Consulting contract for Construction Management services for the Civic Center Project; and

WHEREAS, on May 13, 2008, by Resolution No. 2008-116, City Council approved Staff's recommendation for the type of fountain and the trees for the Civic Center Plaza; and

WHEREAS, on May 13 2008, by Resolution No. 2008-117, City Council endorsed the City Park Master Site Plan; and

WHEREAS, on May 13, 2008, City Council continued the issue of consideration of a Resolution directing staff to Prepare Temporary Space for the Interim Library and Council Chambers at the Brentwood Education and Technology Center and directed staff to bring back a budget analysis for the costs associated with moving the library; and

WHEREAS, on May 27, 2008, by Resolution No. 2008-136, the City Council adopted the 2008/09-2012/13 Capital Improvement Program; and

WHEREAS, on June 10, 2008, City Council directed staff to pursue the temporary space for the interim library at the annex building; and

WHEREAS, on August 26, 2008, by Resolution No. 2008-219, City Council authorized the City Manager to execute an agreement with Devcon Construction Incorporated for construction management services related to the construction of the interim library at the Oak Street Annex ; and

WHEREAS, the current Brentwood Library sits on the City Park property and needs to be relocated in order to move forward with the project; and

WHEREAS, the plan is to relocate City staff and build the temporary library (Library Annex) in the eastern one-third (1/3) of the existing City Hall Annex (104 Oak Street). The Library Annex will be approximately 6,000 square feet. The other two-thirds (2/3) of the City Hall Annex will be occupied by City staff (118-120 Oak Street) during the remodel of the Library Annex and during construction of the new City Hall; and

WHEREAS, in order to accommodate moving all of staff into the remaining two-thirds, minor tenant improvements need to be completed. These improvements include converting the Engineering lobby into an office, creating high density file space, and reconfiguring the front counter to accommodate a staff cubicle for reception and for customer seating; and

WHEREAS, there is roof work that needs to be done over 104 Oak Street. This work was already slated to be done at some point on this building and has been incorporated into the early package so that the work can be completed before we move staff over; and

WHEREAS, an informal bid process was used and bids were opened on September 29, 2008; and

WHEREAS, a total of three (e) bids were received with Enterprise Roofing Service, Inc. submitting the lowest, responsible, responsive bid; and

WHEREAS, per the agreement with Devcon Construction, Inc., the construction manager at-risk for this project, the contract with Enterprise Roofing Service, Inc., upon award, will be assigned to Devcon Construction, Inc.; and

WHEREAS, the budget needs to be amended to allocate \$1,250,000 dollars in the Library Relocation Project (CIP # 337-37194) from the 2010/2011 CIP budget to the 2008/2009 CIP budget for the work that is going to begin in mid-October; and

WHEREAS, the funding of the Library Relocation project is contingent upon the issuance of bonds. The condition of the financial credit markets, and the City's ability to bond with reasonable interest rates, will play a major role in determining the timing of the bond issuance. In the interim, staff will initiate the requisite internal loans to allow commencement of the Library Relocation project; and

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

1. Approve the contract documents, award the bid and authorize the City Manager or designee to execute a construction contract and necessary documents with Enterprise Roofing Service, Inc. for Bid Package #1, Re-roofing work associated with the Library Relocation project, CIP No. 337-37194, in an amount of \$47,745, plus a 10% contingency of \$4,744.50, for a total amount of \$52,519.50.
2. Amend the CIP Budget Sheet for the Library Relocation project, CIP No. 337-37194.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Brentwood at a regular meeting held on the 14th day of October 2008 by the following vote:

CITY OF BRENTWOOD
 Capital Improvement Program Project
 2008/09-2012/13

Project Title: Library Relocation

Project #

Location: TBD

Yes

Redevelopment Area:

Project Priority: 1E - Mandatory

G. Leech

Project Mgr:

Construction: City

Consistent

General Plan Relationship:

Project Description:

In order to construct the Civic Center, the library needs to be relocated. Once the Civic Center is built, the existing library will be relocated to the unoccupied City offices located on Oak Street. Currently, these offices are three separate facilities, which will be combined into one.

Justification:

As the City has continued to grow, the library's size and limited capacity have remained the same. In order to adequately accommodate the needs of Brentwood's residents, we need to relocate the library to a larger location on Oak Street.

PROJECT FINANCING

Project Expenditures	Prior	08-09	09-10	10-11	11-12	12-13	TOTAL
70239 Legal							
90040 Planning and Design	40,000	190,000	50,000	50,000			\$ 330,000
90050 Construction	300,000	870,000	325,000	325,000			\$ 1,820,000
90070 Project Administration	50,000	250,000	25,000	25,000			\$ 350,000
90100 Land/ROW/Acquisitions							
TOTAL	\$ 390,000	\$ 1,310,000	\$ 400,000	\$ 400,000	\$ 400,000		\$ 2,500,000

Project Funding	Prior	08-09	09-10	10-11	11-12	12-13	TOTAL
47100 General Fund	390,000	60,000					\$ 450,000
47xxx Facility Fees							
47xxx Enterprise							
44xxx Federal/State Funding							
46xxx Development Contributions							
48xxx Redevelopment							
47361 Community Facilities District		1,250,000	400,000	400,000			\$ 2,050,000
TOTAL	\$ 390,000	\$ 1,310,000	\$ 400,000	\$ 400,000			\$ 2,500,000

Future Annual Operating/Maintenance Cost

-0-

Review and Comment:

This project will be funded through the General Fund and a Community Facilities District (CFD) bond. Costs for future operating expenses are contingent upon an after hours agreement yet to be negotiated with the library.