

Capitola City Council

Agenda Report



Meeting: November 22, 2022

From: Public Works Department

Subject: Award of Contract to American Foam Experts for the City Hall Roof Repair Project in Total Amount Not to Exceed \$58,480 and Determine Project Exempt from CEQA Pursuant to CEQA Guidelines Section 15301

Recommended Action: 1. Accept the lowest responsible bid for the City Hall Roof Repair Project and determine project exempt from CEQA; and 2. Authorize the City Manager to award the construction contract to the lowest responsible bidder after receipt of the required contract documents, execute contract documents, and approve potential contract changes in aggregate amount not exceeding 10% of the contract award amount.

Background: The FY 2022-23 General Fund budget allocates \$100,000 to “Minimal City Hall Maintenance.” As discussed during the May 19, 2022 City Council meeting, the roof on the City Hall building is aging and leaks frequently during rains. To prevent any additional damage to the roof and interior of the building, Staff recommends extending the life of the current roof by installing a silicone coating system. Silicone roof coatings are a cost-effective alternative to roof replacement that provides resistance to water intrusion, UV exposure, and natural weathering.

The proposed work consists of furnishing all labor, equipment, materials and supervision for the installation of a Carlisle Roof Foam and Coatings (CRFC) SeamlesSeal Ultra HSLV. Total thickness of the silicone coating must be a minimum of 20-mils for the 10-year warranty.

The construction bid documents required time for construction completion is 25 working days following approval of the contract agreement and the date specified in the City’s Notice to Proceed.

Discussion: City staff invited sealed bidding in accordance with requirements under the California Uniform Public Construction Cost Accounting Act (CUPCCAA), Public Contract Code sections 22000- 22050. On November 4 and 10, 2022, staff advertised the project in the Santa Cruz Sentinel and on the City’s website with a bid opening date of November 15, 2022. The City received three sealed bids by the scheduled bid opening time on November 15, 2022. A summary of the bid results is shown below:

Rank	Contractor	Bid Total
1	American Foam Experts	\$58,480.00
2	Brazos Urethane	\$76,460.00
3	The Roofing Friend	\$96,500.00

Staff checked the accuracy of all bids and determined the lowest responsible bid was submitted by American Foam Experts.

Staff recommends the City Council accept the bids and authorize the City Manager to award the construction contract to the lowest responsible bidder in the bid amount of \$58,480, execute the contract after receipt of the required contract documents, and approve potential contract changes in an aggregate amount not exceeding 10% of the contract award amount.

CEQA: Based on the scope of work, staff have determined that this project is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15301 for repair and maintenance of existing public or private structures, as the project involves negligible or no expansion of

existing or former use, and none of the exceptions to the use of a categorical exception as set forth in CEQA Guidelines section 15300.2 apply to this project.

Fiscal Impact: The City Council approved budget for FY 2022-23 includes an allocation of \$100,000 for "Minimal City Hall Maintenance." The recommended construction contract award amount is \$58,480 plus 10% contingency of \$5,848 for a total amount of \$64,328. Staff plans to allocate the remainder of this year's City Hall maintenance funding, approximately \$40,000, to construct improvements to the exterior concrete pathways, minor maintenance to City Hall offices, and first level public restrooms at City Hall.

Report Prepared By: Jessica Kahn, Public Works Director

Reviewed By: Julia Moss, City Clerk

Approved By: Jamie Goldstein, City Manager