



# CITY OF CLEARLAKE

City Council

## STAFF REPORT

**SUBJECT:** Award of Bid for Roofing Repairs at 6805 Airport Road

**MEETING DATE:**

October 20, 2022

**SUBMITTED BY:** Melissa Swanson, Administrative Services Director/City Clerk

**PURPOSE OF REPORT:** ☐ Information only ☐ Discussion ☒ Action Item

### WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to award a bid for repairs to the roof of a City-owned building leased by Lake County Fire Protection District at 6805 Airport Road and authorize the City Manager to approve change orders up to 10% of the contract amount.

### BACKGROUND/DISCUSSION:

In 1965, the County of Lake entered into a long-term lease agreement with Lakeshore Fire Protection District, now Lake County Fire Protection District, for use of a building located at the Airport Property: 6805 Airport Road. Upon transfer of the Airport Property to the City in the 90's, the City became owner of the building and the lease, which expires in 2066, transferred to the City. The lease is silent on which party is responsible for repairs and maintenance of the building.

The roof of the building is in disrepair and needs to be fixed before winter. Staff has had discussions with Chief Sapeta and negotiations for share-of-cost for repairs are in process. The bids are scheduled to be opened on October 18<sup>th</sup>. Once bids are opened, staff will update this report.

### OPTIONS:

1. Move to award bid and authorize the City Manager to approve change orders up to 10% of the contract amount.
2. Other direction

### FISCAL IMPACT:

☐ None ☒ \$TBD Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☐ Yes ☐ No TBD If yes, amount of appropriation increase: \$TBD

Affected fund(s): ☒ General Fund ☐ Measure P Fund ☐ Measure V Fund ☐ Other:

Comments: The impact to the General Fund will be determined when bids are opened and share-of-cost with LCFPD is finalized.

**STRATEGIC PLAN IMPACT:**

- ☐ Goal #1: Make Clearlake a Visibly Cleaner City
- ☐ Goal #2: Make Clearlake a Statistically Safer City
- ☒ Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- ☐ Goal #4: Improve the Image of Clearlake
- ☐ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☐ Goal #7: Support Economic Development

**SUGGESTED MOTIONS:**

Move to award the bid to the lowest responsible bidder and authorize the City Manager to approve change orders up to 10% of the contract amount.

- ☐ **Attachments:**    1)
- 2)