



Engineering and Public Works Department

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DATE: January 29, 2024

TO: Wade Bryson, Chair  
Public Works and Facilities Committee

THROUGH: Denise Koch, Engineering and Public Works Director

FROM: Jeanne Rynne, Chief Architect

SUBJECT: Funds Transfer to CBJ Deferred Building Maintenance for JPD Roof Replacement  
(From CIP P44-090 to F22-027)

Staff requests a transfer of \$800,000 from Capital Improvement Project (CIP) F22-027 – JPD Roof Replacement to CIP P44-090 – CBJ Deferred Building Maintenance.

Background:

At the October 23, 2023, Assembly Reorganization Meeting, the Assembly approved a transfer of \$1,853,000 from Capital Improvement Project (CIP) P44-090 – CBJ Deferred Building Maintenance to CIP F22-027 – JPD Roof Replacement based on the Architect's estimate of approximately \$1.7M prior to opening bids on November 28, 2023. The bids were very favorable, with the three bids received ranging between 40%-73% of the Architect's estimate (see posting notice attached).

Consequently, staff requests that \$800,000 be returned to CIP P44-090 – CBJ Deferred Building Maintenance to continue progress toward decreasing CBJ's deferred maintenance backlog. Sufficient funds are being retained in CIP F22-027 – JPD Roof Replacement to address change order contingency during construction.

**Action Requested**

Staff requests the \$800,000 transfer, as described above, be forwarded to the full Assembly for approval.