



May 9, 2019

To: Transit Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Agreement for Lower Roof Replacement at the Garden Grove Annex Building

A handwritten signature in blue ink, appearing to read "Darrell E. Johnson", is written over the "From:" line of the memo.

Overview

As part of the Orange County Transportation Authority's Fiscal Year 2018-19 Budget, the Board of Directors approved lower roof replacement at the Garden Grove annex building. Bids were received in accordance with the Orange County Transportation Authority's public works procurement procedures. Board of Directors' approval is requested to execute the agreement.

Recommendation

Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-9-0971 between the Orange County Transportation Authority and Commercial Roofing Systems, Inc., the lowest responsive, responsible bidder, in the amount of \$67,340, for lower roof replacement at the Garden Grove annex building.

Discussion

The Orange County Transportation Authority (OCTA) completed construction of the Garden Grove annex building in 1987. The lower roof area of the annex building is deteriorated and in need of replacement. The project consists of a roof overlay and all related work to bring the Garden Grove annex building lower roof into a state of good repair.

Procurement Approach

This procurement was handled in accordance with OCTA's Board of Directors (Board)-approved procedures for public works projects. These procedures, which conform to both state and federal requirements, require that contracts are awarded to the lowest responsive, responsible bidder after a sealed bidding process.

On February 28, 2019, the Board authorized the release of Invitation for Bids (IFB) 9-0971, which was issued electronically on CAMM NET. The project was advertised on February 28, 2019 and March 7, 2019, in a newspaper of general circulation. A pre-bid conference and job walk were held on March 11, 2019, and were attended by nine firms. Two addenda were issued to provide the pre-bid conference registration sheets, provide responses to questions, and handle administrative issues related to the IFB. On March 28, 2019, five bids were received and publicly opened.

All bids were reviewed by staff from OCTA's Contracts Administration and Materials Management and Facilities Engineering departments to ensure compliance with the contract terms and conditions, and technical specifications. The list of bidders and bid amounts is presented below:

<u>Firm and Location</u>	<u>Bid Amount</u>
Commercial Roofing Systems, Inc. Arcadia, California	\$67,340
Golden State Roofing Carson, California	\$72,000
Best Contracting Services Gardena, California	\$89,220
WSP Roofing Roseville, California	\$120,000
Fisher Contractor, Inc. La Habra, California	\$124,067

The engineer's estimate for this project was \$150,000. The recommended firm's bid is 55.1 percent below the engineer's estimate and is considered by staff to be fair and reasonable.

State law requires award to the lowest responsive, responsible bidder. As such, staff recommends award to Commercial Roofing Systems, Inc., as the lowest responsive, responsible bidder, in the amount of \$67,340, for lower roof replacement at the Garden Grove annex building.

Fiscal Impact

The project was approved in OCTA's Fiscal Year 2018-19 Budget, Capital Programs Division, Account 1722-9022-D3122-OMF-1FP, and is funded through Federal Transit Administration 5337 State of Good Repair Grant Funds, Revenue account code 0030-6049-D3122-MKK.

Summary

Based on the information provided, staff recommends the Board of Directors authorize the Chief Executive Officer to negotiate and execute Agreement No. C-9-0971 between the Orange County Transportation Authority and Commercial Roofing Systems, Inc., the lowest responsive, responsible bidder, in the amount of \$67,340, for lower roof replacement at the Garden Grove annex building.

Attachment

None.

Prepared by:



George Olivo, P.E.
Program Manager
(714) 560-5872

Approved by:



James G. Beil, P.E.
Executive Director, Capital Programs
(714) 560-5646



Virginia Abadessa
Director, Contracts Administration and
Materials Management
(714) 560-5623