



Legislation Text

File #: 23-0292, Version: 1

MOTION TO AWARD IFB # PSPW-22-04 "EAST CAMPUS ADMINISTRATION BUILDING HVAC REPLACEMENT AND ARCHITECTURAL RENOVATION" TO THE SOLE BIDDER, BEJAR CONSTRUCTION, INC., IN AN AMOUNT NOT TO EXCEED \$1,330,352.65, WHICH INCLUDES A 5% OWNER'S CONTINGENCY IN THE AMOUNT OF \$62,159.65.

PROCUREMENT PROCESS TAKEN:

- *Chapter 35 of the City's Code of Ordinances is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."*
- *Section 35.15 defines an Invitation for Bid as "A written solicitation for competitive sealed bids with the title, date and hour of the public bid opening designated therein and specifically defining the commodities or services for which bids are sought. The invitation for bid shall be used when the city is capable of specifically defining the scope of work for which a service is required or when the city is capable of establishing 15 precise specifications defining the actual commodities required. The invitation for bid shall include instructions to bidders, plans, drawings and specifications, if any, bid form and other required forms and documents to be submitted with the bid."*
- *Section 35.18 of the City's Code of Ordinances is titled "COMPETITIVE BIDDING OR COMPETITIVE PROPOSALS REQUIRED; EXCEPTIONS."*
- *Section 35.18(A) states, "A purchase of or contracts for commodities or services that is estimated by the Chief Procurement Officer to cost more than \$25,000 shall be based on sealed competitive solicitations as determined by the Chief Procurement Officer, except as specifically provided herein."*
- *Section 35.19 of the City's Code of Ordinances is titled "SEALED COMPETITIVE BIDDING PROCEDURE."*
- *Section 35.19(A) states "All sealed competitive solicitations as defined in § 35.18 shall be presented to the City Commission for their consideration prior to advertisement."*
- *Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."*
- *Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."*
- *Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether the competitive bidding or competitive proposal procedures were followed."*

SUMMARY EXPLANATION AND BACKGROUND:

1. On March 16, 2022, the City Commission authorized the advertisement of IFB # PSPW-22-04 "East Campus Administration Building HVAC Replacement and Architectural Renovation", which was advertised on March 8, 2023.

2. The purpose of this solicitation was to replace the HVAC system and perform architectural renovations at the Administration Building of the City's Charter School East Campus. The City anticipates using American Rescue Plan Act (ARPA) funds, thus this project followed Federal Procurement guidelines.

3. On April 18, 2023, the City opened one (1) proposal from Bejar Construction, Inc., listed below, including the cost to provide payment and performance bonds:

Vendor	Base Cost	P&P Bond
Bejar Construction, Inc.	\$1,243,193	\$25,000

4. The Public Services Department has reviewed the bid and deemed Bejar Construction, Inc. to be a responsive/responsible bidder.

5. Bejar Construction, Inc. has completed the Equal Benefits Certification Form and has stated that the "Contractor currently complies with the requirements of this section."

6. The Public Services Department would like to add a 5% owner's contingency in the amount of \$62,159.65 to the project to cover the "Additional Work" line items as needed, or any additional unforeseen services. The owner's contingency will increase the total cost from \$1,268,193 to \$1,330,352.65.

Additional Work	Unit Price
Price per SQ FT. Lightweight Concrete	\$ 500.00
Price per SQ FT. Stucco	\$ 35.00
Price per SQ FT. Metal Deck	\$ 250.00

7. Request Commission to award IFB # PSPW-22-04 "East Campus Administration Building HVAC Replacement and Architectural Renovation" to the sole bidder, Bejar Construction, Inc., in an amount not to exceed \$1,330,352.65, which includes a 5% owner's contingency in the amount of \$62,159.65.

Reviewed by Commission Auditor.

FINANCIAL IMPACT DETAIL:

a) **Initial Cost:** \$1,330,352.65 (Includes \$1,243,193 base price, \$25,000 for payment and performance bonds, and \$62,159.65 owner's contingency.)

b) **Amount budgeted for this item in Account No:** Funds are available in the following account # 001-519-6001-546152-0000-000-6105-ARPA1

c) **Source of funding for difference, if not fully budgeted:** Not Applicable.

d) **5 year projection of the operational cost of the project:** Not Applicable.

e) **Detail of additional staff requirements:** Not Applicable.

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) **Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable.
- b) **If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable.