



Agenda Report

20-1269

Agenda Date: 1/28/2020

REPORT TO COUNCIL

SUBJECT

Action on Amendment No. 1 to an Agreement with Waterproofing Associates, Inc. for On-Call Roofing Repair [Council Pillar: Deliver and Enhance High Quality Efficient Services and Infrastructure]

BACKGROUND

The Department of Public Works Facility Services Division oversees maintenance and repairs for approximately 900,000 square feet of buildings throughout the City. In order to continue to provide services in a timely and efficient manner, DPW periodically uses various specialty contractors to assist with the maintenance workload.

A Request for Proposal (RFP) process was utilized to solicit proposals for on-call roofing repair. The RFP was advertised in March 2018 and two proposals were received and evaluated by DPW staff in May 2018. Waterproofing Associates, Inc. was selected as the top ranked proposal for various reasons, including past performance, qualified staffing, experience, and cost. The scope of the Agreement with Waterproofing Associates, Inc. provides on-call roofing repair services for various City buildings. The original Agreement contains a section covering Prevailing Wages.

DISCUSSION

The original three-year Agreement (Attachment 1) expires on June 30, 2021 and is for a total cost of \$90,000. The Agreement amount was predicated on an expectation of potential repairs based on past experience. Amendment No. 1 (Attachment 2) is being proposed to increase funding and time for performance to accommodate various departmental requests that have recently been made for services over the next fiscal year. Roof repairs needed at this time are for the Northside Library, Senior Center, Triton Museum and the Corporation yards. DPW is currently working on numerous work orders for roof repair services that were not contemplated in the original Agreement. Most recently, Waterproofing Associates, Inc. performed significant roofing repairs at the Central Library. These costs are expected to be approximately \$21,000.

In order to keep up with the current roof maintenance and repair needs, staff is recommending a cost and time increase to the existing Agreement with Waterproofing Associates, Inc. The Amendment adds \$200,000 to the Agreement for a total not-to-exceed amount of \$290,000 and increases it from a three-year agreement to a five-year agreement, expiring on June 30, 2023.

ENVIRONMENTAL REVIEW

The action being considered is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15301 "Existing Facilities" as the activity consists of the restoration or rehabilitation of deteriorated or damaged structures, facilities, or mechanical equipment.

FISCAL IMPACT

The amount to be paid to Waterproofing Associates, Inc. for on-call services over the three-year term of this Agreement may not exceed \$290,000. This cost consists of the original \$90,000 service agreement, and an additional \$200,000 in requested funding to cover the anticipated expenses due to various pending projects. The estimated cost of services is based on past years' expenditures and estimated projected needs. For the current fiscal year, these costs were included in the FY 2019/20 and FY 2020/21 budget in the capital budget (Repairs - Modifications to City Buildings), the Department of Public Works Operating Budget and was included in other various department operating budgets. Subsequent years will be subject to future budget appropriations.

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Approve and authorize the City Manager to execute Amendment No. 1 with Waterproofing Associates, Inc. for on-call roofing repair and maintenance services for an amount not-to-exceed \$290,000, subject to future budget appropriations;
2. Authorize the City Manager to make minor modifications to Amendment No. 1, if necessary; and
3. Authorize the City Manager to extend the term of the agreement with no increase in compensation in the event that the work is not completed by the agreement end date.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Agreement with Waterproofing Associates, Inc.
2. Amendment No. 1 with Waterproofing Associates, Inc.