



Agenda Submittal

**Agenda #:** 6 **Status:** Approved  
**Type:** Contract **Department:** General Services  
**File #:** 18-563 **Contact:** Mark Hummel, 784-7908  
**Agenda date:** 8/14/2018 **Final action:** 8/14/2018  
**Title:** Approve an agreement with Monley Hamlin, Inc. of Woodland for \$970,607 for the Veterans Memorial Hall Improvement Project at 549 Merchant Street in Vacaville; and Authorize the County Administrator, or designee, to execute the agreement and any amendments within the approved project budget  
**Governing body:** Board of Supervisors  
**District:** All  
**Attachments:** 1. A - Contract, 2. B - Estimated Project Cost Summary, 3. C - Bid Results, 4. Executed Agreement, 5. Minute Order

Date	Ver.	Action By	Action	Result
8/14/2018	1	Board of Supervisors	Approved	

Published Notice Required? Yes \_\_\_ No X  
Public Hearing Required? Yes \_\_\_ No X

**DEPARTMENTAL RECOMMENDATION:**

The Department of General Services recommends that the Board of Supervisors:

1. Approve an agreement for \$970,607 with Monley Hamlin of Woodland for the Veterans Memorial Hall Improvement Project at 549 Merchant Street in Vacaville; and
2. Authorize the County Administrator, or designee, to execute the agreement and any amendments within the approved budget.

**SUMMARY:**

The Department of General Services is recommending the Board approve an agreement for \$970,607 with Monley Hamlin of Woodland (Attachment A) as the lowest responsible bidder for the Veterans Memorial Hall Improvement project (Project) located at 549 Merchant Street in Vacaville.

**FINANCIAL IMPACT:**

The total approved budget for the Project is \$1,445,000. The Project is financed with \$1,000,000 from the Capital Renewal Reserve and \$445,000 from the Accumulated Capital Outlay Fund (ACO Budget Unit 1710). Attachment B provides a breakdown of the estimated project cost and funding sources for the Project.

**DISCUSSION:**

The Project consists of building renovations to modernize equipment and improve the appearance and condition of the Vacaville Veterans Memorial Hall. Interior Improvements include upgrades to the main meeting room, new lighting, and a new heating, ventilation and air conditioning system. In addition, an existing office space will be converted to create a new concession area. The project also includes installation of a new roof,

added insulation, waterproofing, and site drainage and accessibility improvements. The exterior trim will be repainted a new building entrance will be constructed.

The Project was advertised as required by Public Contract Code. A total of seven bids were received (Attachment C) with Monley Hamlin as the lowest responsible bidder. The Department of General Services is recommending the Board approve a contract for \$970,607 with Monley Hamlin of Woodland to construct the Project.

**ALTERNATIVES:**

The Board could reject, postpone, or re-bid the project. These actions are not recommended because the Project is needed to improve the condition of the building. Furthermore, the bid process was conducted in conformance with the Public Contract Code resulting in selection of a qualified low bidder to construct the Project.

**OTHER AGENCY INVOLVEMENT:**

The City of Vacaville Planning Department was consulted during preparation of the plans for the Project. The Department of Resource Management/Building Division reviewed and approved the Project plans. County Counsel has approved the construction contract as to form.

**CAO RECOMMENDATION:**

**APPROVE DEPARTMENTAL RECOMMENDATION**