



Agenda Submittal

Agenda #: 13 **Status:** Consent Calendar
Type: Notice of Completion **Department:** General Services
File #: 18-388 **Contact:** Mark Hummel, 784-7908
Agenda date: 6/5/2018 **Final action:** 6/5/2018
Title: Approve the Notice of Completion for the Probation Building Roof Recoating Project at 475 Union Avenue, Fairfield constructed by Western Roofing Services of San Leandro; and Authorize the Clerk of the Board to record the executed Notice of Completion.
Governing body: Board of Supervisors
District: All
Attachments: 1. A - Notice of Completion - Probation, 2. B - Summary of Project Funding and Expenses, 3. Recorded Notice of Completion, 4. Minute Order

Date	Ver.	Action By	Action	Result
6/5/2018	1	Board of Supervisors	Approved	

Published Notice Required? Yes ☐ No ☒
Public Hearing Required? Yes ☐ No ☒

DEPARTMENTAL RECOMMENDATION:

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

1. Approve the Notice of Completion (Attachment A) for the Probation Building Roof Recoating Project at 475 Union Avenue, Fairfield constructed by Western Roofing Services of San Leandro;
2. Authorize the Clerk of the Board to record the executed Notice of Completion.

SUMMARY:

The Department of General Services is requesting that the Board approve the Notice of Completion for the Project and authorize the Clerk of the Board to record the document, and to allow release of retention funds held by the County.

FINANCIAL IMPACT:

In FY2015/16 the Board approved \$141,500 in Accumulated Capital Outlay (ACO) funds within Budget Unit (BU) 1736 for the roof recoating projects at both the Probation and County Administration Center (CAC) buildings. In FY2016/17 the Board approved an additional \$160,000 from the ACO Fund for a total combined funding allocation of \$301,500. The approved budget was allocated to cover the cost of \$127,500 for the Probation Roof Recoating project and the remaining \$174,000 was used to cover the project costs for the County Administration Center Roof Recoating Project. The Probation Building Roof Recoating project expenses are summarized in Attachment B.

DISCUSSION:

On December 5, 2017, the Board awarded a construction contract to Western Roofing Services in the amount

of \$70,886 to provide roof recoating improvements to the Probation Building (Project). During the course of the construction, the quality of work satisfied the requirements of the construction documents and has been deemed code compliant. The Project provided a new roof coating for the Probation Building, extending the useful life of the roof by approximately 10 years.

The CAC and Probation Building roof recoating work was originally funded in Budget Unit 1736 as a single project. The work was bid three times due to unfavorable first results, which were over budget. Capital Projects Management staff self-performed design and specification services, along with additional product research, to help lower the construction cost. Staff also separated the work on each building into separately bid projects to allow flexibility in awarding the work.

ALTERNATIVES:

The Board could choose not to execute and record the Notice of Completion. This action is not recommended since Western Roofing Services successfully fulfilled the terms of the contract.

OTHER AGENCY INVOLVEMENT:

The Department of Resource Management Building and Safety Division provided building inspection and code compliance services for the Project.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION