



Agenda Submittal

Agenda #: 10 **Status:** Approved
Type: Contract **Department:** General Services
File #: 18-769 **Contact:** Mark Hummell, 784-3195
Agenda date: 11/6/2018 **Final action:** 11/6/2018
Title: Approve an agreement with Division 5-15, Inc. of Gold River, CA for \$147,515 for the Family Justice Center Heating, Ventilation and Air Conditioning (HVAC) Replacement Project at 604 Empire Street, Fairfield; 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 - Project Funding & Budget Summary, 3. C - Bidders of Record, 4. Executed Agreement, 5. Minute Order

Date	Ver.	Action By	Action	Result
11/6/2018	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 an agreement with Division 5-15, Inc. of Gold River, CA for \$147,515 for the Family Justice Center Heating, Ventilation and Air Conditioning (HVAC) Replacement Project at 604 Empire Street, Fairfield; 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 recommends the Board approve an agreement (Attachment A) for \$147,500 with Division 5-15, Inc. as the lowest responsible bidder for the Family Justice Center HVAC Replacement Project (Project) located at 604 Empire Street in Fairfield.

FINANCIAL IMPACT:

The total approved budget for the Project is \$315,000. The budget includes the recommended construction contract of \$147,515; project management costs of \$45,000; engineering and design fees of \$36,500; permits and advertisement of \$7,000; and contingency of \$78,985. The project is financed by the Criminal Justice Facility Temporary Construction Fund (Budget Unit 4131) with funds residing in Accumulated Capital Outlay (Budget Unit 1739). Attachment B provides breakdown of the funding source and estimated project budget for the Project.

The costs associated with preparing the agenda item are nominal and absorbed by the department's FY2018/19 Adopted Budget.

DISCUSSION:

The Project consists of replacement of existing rooftop HVAC units and existing ductwork, and repairing minor existing ductwork defects. Further investigation of rooftop HVAC unit conditions during the design of the Project revealed opportunities to reduce costs by right-sizing and reducing the number of units.

The Project was advertised as required by Public Contract Code. A total of four bids were received (Attachment C) with Division 5-15, Inc. the lowest responsible bidder. The Department of General Services recommends the Board approve a contract for \$147,515 with Division 5-15, Inc. of Gold River 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 indoor air quality of the building, costs may escalate with time, and the bid process was conducted in conformance with the Public Contract Code.

OTHER AGENCY INVOLVEMENT:

The Department of General Services Facilities Operation Division was consulted during preparation of the plans and technical specifications for the project. The Department of Resource Management Building and Safety Division reviewed and approved the Project plans. County Counsel reviewed and approved the contract as to form.

CAO RECOMMENDATION:

APPROVE DEPARTMENTAL RECOMMENDATION