



Agenda Submittal

Agenda #: 13 **Status:** Approved
Type: Contract **Department:** General Services
File #: 18-859 **Contact:** Mark Hummel, 784-7908
Agenda date: 12/4/2018 **Final action:** 12/4/2018
Title: Approve an agreement with Matrix HG, Inc. of Concord, CA for \$342,674 for the Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Hot Water Boiler Replacement Projects at 2500 Claybank Road and 2101 Courage Drive, respectively, in Fairfield, CA; and Approve an Appropriation Transfer Request for \$160,000 from the General Fund's Capital Renewal Reserves to the Accumulated Capital Outlay Fund to adjust the original appropriations and fully fund the projects (4/5 vote required); 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 - Agreement, 2. B - Project Costs & Funding Source Summary, 3. C - Bidders of Record, 4. Executed Contract, 5. Minute Order

Date	Ver.	Action By	Action	Result
12/4/2018	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 Matrix HG, Inc. of Concord, CA for \$342,674 for the Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Hot Water Boiler Replacement Projects (Projects) at 2500 Claybank Road and 2101 Courage Drive, respectively, in Fairfield, CA; and
2. Approve an Appropriation Transfer Request for \$160,000 from General Fund's Capital Renewal Reserves to Accumulated Capital Outlay Fund Budget Unit (BU) 1784 for the Claybank Detention Facility Domestic Hot Water Heater for \$87,000 and to Accumulated Capital Outlay Fund BU 1785 for the Mental Health Facility Hot Water Boiler Replacement Project for \$73,000 to adjust the original appropriations and fully fund the Projects (4/5 Vote Required); and
3. 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 \$342,674 with Matrix HG, Inc. as the lowest responsible bidder for the Claybank Detention Facility Domestic Hot Water Heater and Mental Health Facility Hot Water Boiler Replacement Projects located at 2500 Claybank Road and 2101 Courage Drive, in Fairfield.

FINANCIAL IMPACT:

In FY2017/18, the Board of Supervisors approved appropriations for \$320,000 funded by Accumulated Capital Outlay comprised of \$160,000 for the Claybank Detention Facility Domestic Hot Water Heater BU 1784 and \$160,000 for the Mental Health Facility Hot Water Boiler Replacement Project BU 1785 at 2500 Claybank Road and 2101 Courage Drive, respectively, in Fairfield, CA.

The total project construction cost is currently estimated to be \$480,000. Approval of the requested appropriation transfer from General Fund's Capital Renewal Reserves to Accumulated Capital Outlay Fund for \$87,000 to BU 1784 and \$73,000 to BU 1785 will adjust the original appropriations to align with the updated scope of work and fully fund the Projects. Attachment B provides breakdown of the funding sources and current budget for the Projects. The breakdown includes construction contract for \$342,674 representing the recommended agreement for approval with Matrix HG, Inc of Concord, CA.

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

DISCUSSION:

The Projects consist of selective demolition and removal of existing hot water heaters and boilers, and installation of new hot water heater and boilers in two County facilities to improve operating efficiencies and meet the requirements of the Bay Area Air Quality Management District (BAAQMD).

The combined projects were advertised as required by Public Contract Code. A total of four bids were received (Attachment C) with Matrix HG, Inc. as the lowest responsible bidder. The Department of General Services recommends the Board approve a contract for \$342,674 with Matrix HG, Inc. of Concord to construct the Projects.

ALTERNATIVES:

The Board could reject, postpone, or re-bid the projects. These actions are not recommended because the Projects are needed to operate the facilities, and the bid process was conducted in conformance with the Public Contract Code.

OTHER AGENCY INVOLVEMENT:

General Services Department's 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