



## Agenda Submittal

**Agenda #:** 5 **Status:** Approved  
**Type:** Contract **Department:** General Services  
**File #:** 19-269 **Contact:** Mark Hummel, 784-7908  
**Agenda date:** 4/9/2019 **Final action:** 4/9/2019  
**Title:** Approve an agreement for \$158,500 with Pro-Ex Construction, Inc. of Rancho Cordova for the Post Office Building Improvements Phase II Project for interior and exterior repairs at 600 Kentucky Street, in 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 and Budget Summary, 3. C - Bidders of Record, 4. Executed Contract, 5. Minute Order

Date	Ver.	Action By	Action	Result
4/9/2019	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 for \$158,500 with Pro-Ex Construction, Inc. of Rancho Cordova for the Post Office Building Improvements Phase II Project for interior and exterior repairs at 600 Kentucky Street, in 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 is recommending the Board of Supervisors approve an agreement (Attachment A) for \$158,500 with Pro-Ex Construction, Inc. as the lowest responsible bidder for the Post Office Building Improvements Phase II Project (Project) located at 600 Kentucky Street, in Fairfield.

### **FINANCIAL IMPACT:**

The total approved budget for the Project is \$567,428, including the recommended construction contract for \$158,500; other construction-related costs of \$15,045; project management costs of \$41,000; engineering and design fees of \$91,349; permits and inspections of \$9,000; miscellaneous expenses of \$1,000; and project contingency of \$95,000 (Attachment B). There is \$156,534 in budgeted reserves resulting from all construction bids coming in lower than the architectural cost estimates of \$394,603 for the Project. The Project is financed from the Accumulated Capital Outlay Fund, Capital Renewal Fund and General Expenditures.

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

**DISCUSSION:**

The Project consists of barrier removal in the employee restrooms, as well as exterior stucco repair, wood trim removal, and painting.

The Project was advertised as required by Public Contract Code. A total of 369 contractors were notified (49 Local); of those, 27 contractors (5 local) showed for the mandatory pre-bid site walk. A total of nine bids were received (Attachment C). After the bids were opened, JB Electric and Construction, Inc. of Fairfield, the lowest bidder, requested to withdraw its bid. The Department of General Services is recommending the Board approve a contract for \$158,500 with Pro-Ex Construction, Inc. of Rancho Cordova, the second lowest bidder, to construct the Project.

**ALTERNATIVES:**

The Board could reject, postpone, or re-bid the project. These actions are not recommended because the County would not comply with the existing lease terms and conditions with the USPS 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 and the project schedule coordinated with US Post Office representatives. The Department of Resource Management Building Division reviewed and approved the Project plans. County Counsel reviewed and approved the contract as to form.

**CAO RECOMMENDATION:**

APPROVE DEPARTMENTAL RECOMMENDATION