



# CITY OF POMONA COUNCIL REPORT

October 2, 2017

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted by: Meg McWade, Public Works Director

Subject: **Adopt a Resolution Amending the FY 2017-18 Capital Improvement Program (CIP) Budget by Appropriating \$40,150 from Available Park Dwelling Tax Funds to “La Casa Primera – Roof Replacement,” Project No. 428-2590-XXXXX-71049**

## OVERVIEW

**Recommendation** – That the City Council adopt a Resolution (Attachment 1) amending the FY 2017-18 CIP Budget by appropriating \$40,150 from available Park Dwelling Tax reserves to “La Casa Primera – Roof Replacement,” Project No. 428-2590-XXXXX-71049

**Fiscal Impact** – “La Casa Primera – Roof Replacement,” Project No. 428-2590-XXXXX-71049, is currently funded in the amount of \$42,000 with Park Dwelling Tax funds. Based on the bid proposal, there is a need for an additional \$40,150 from available Park Dwelling Tax funds to fund the project. The following table summarizes the budget:

Category	La Casa Primera – Roof Replacement, Project No. 428-2590-xxxxx-71049
Beginning Budget	\$42,000
Appropriation of Park Dwelling Tax Funds	\$40,150
Revised Budget	\$82,150
Expenditures/Encumbrances (as of September 6, 2017)	(\$0)
Contract Cost	\$74,684
Balance –contingency, project mgmt, etc.	\$7,466

**Public Noticing Requirements** - A notice to bidders was posted through the National Joint Powers Alliance (NJPA) website, Los Angeles Times, San Diego Union Tribune, other local newspapers in Southern California, and the appropriate Region newspapers pursuant to the California Government Code and Joint Exercise of Powers Act (Government Code 6500). These laws allow access to NJPA’s contracts and procurement process, satisfying the City’s purchasing regulations.

Amend the CIP FY 2017-18 Budget by Appropriating Funds for “La Casa Primera – Roof Replacement,” Project No. 428-2590-XXXXX-71049  
October 2, 2017  
Page 2 of 3

**Previous Related Action** – On June 12, 2017, the City Council adopted the FY 2017-18 Capital Improvement Program Budget which included “La Casa Primera – Roof Replacement,” Project No. 428-2590-XXXXX-71049.

## **EXECUTIVE SUMMARY**

This Council action will provide adequate funding for the replacement of the wood shingle roof at La Casa Primera Historical Site which has deteriorated and requires replacement. It is anticipated that the La Casa Primera roof replacement project will begin mid October 2017, with completion by the end of November 2017.

## **DISCUSSION**

The La Casa Primera Historical Site is located at 1569 North Park Avenue. The building’s wood shingle roof is in need of replacement and is currently covered by a tarp to protect the structure from water damage. The roof was replaced in the early 90’s and is now beyond repair due to age and deterioration. This project also includes replacement of the restroom facility roof and shed roof.

In an ongoing effort to maximize cost savings and staff resources, many government agencies share contracting efforts through cooperative purchasing. This procurement method increases pricing competitiveness, allows the City to access highly qualified specialty contractors, and lowers overall operating and capital costs through volume buying. The National Joint Powers Alliance (NJPA) is a public agency with legal authority to serve as a contracting agency for municipalities. The City is a member of NJPA and makes use of the contractors by exercising the Joint Powers Act. NJPA facilitates a competitive bidding process on behalf of the City's needs and expectations.

The NJPA competitively bids construction tasks with pre-set unit prices and specifications for roofing services including material, equipment, and labor costs. Gordian Group/Vincor Construction, Inc. was the selected vendor through the NJPA process. The process meets the City's Purchasing Ordinance under Cooperative Purchasing Sec. 2-973 which authorizes the Purchasing Manager to recommend a cooperative or "piggybacking" purchase on an awarded contract for services or equipment, entered into by other governmental agencies through a competitive bid process, provided it meets the technical specifications of the awarded bid.

The resulting bid amount for the project is as follows:

<b>Bid Amount – Gordian Group/Vincor Construction, Inc.</b>	
La Casa Primera – Roof Replacement* Project No. 428-2590-xxxxx-71049	\$74,684

\*Roof replacement at La Casa Primera, a historic site, will involve replacement with similar materials and will be subject to a Minor Certificate of Appropriateness (COA). The Minor COA will be handled at the Staff level and reported to the Historic Preservation Commission as part of an informational item regarding recent Minor COA’s.

Amend the CIP FY 2017-18 Budget by Appropriating Funds for “La Casa Primera – Roof Replacement,” Project No. 428-2590-XXXXX-71049  
October 2, 2017  
Page 3 of 3

While the City’s Purchasing Code allows for the award of the contract to be handled administratively, there is a need for additional funding for the project. La Casa Primera requires an additional \$40,150 of available Park Dwelling Tax funds for project completion.

The attached Resolution will provide the funding necessary to complete the project. It is anticipated the project completion date will be by the end of November 2017.

Attachment: 1. Resolution

17-1015