



# City of Culver City

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## Staff Report Details (With Text)

**File #:** 16-215      **Version:** 1      **Name:** Contract Award to Damon Inc Transfer Station Interior Building Renovation Project, PZ-948.  
**Type:** Minute Order      **Status:** Consent Agenda  
**File created:** 9/6/2016      **In control:** City Council Meeting Agenda  
**On agenda:** 9/26/2016      **Final action:**  
**Title:** CC - Award of Construction Contract to Damon, Inc., as the Lowest Responsive and Responsible Bidder, in the Amount of \$260,454, for the Construction of the Transfer Station Interior Building Renovation Project, PZ-948.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Caltec Bid Protest Letter.pdf

Date	Ver.	Action By	Action	Result
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**CC - Award of Construction Contract to Damon, Inc., as the Lowest Responsive and Responsible Bidder, in the Amount of \$260,454, for the Construction of the Transfer Station Interior Building Renovation Project, PZ-948.**

**Meeting Date:** 09/26/2016

**Contact Person/Dept:** Lee Torres/PW Dept.

**Phone Number:** (310) 253-6457

**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐      **Action Item:** ☐      **Attachments:** ☒

**Commission Action Required:** Yes ☐ No ☒      **Date:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (9/20/16)

**Department Approval:** Charles D. Herbertson (09/12/16)

### RECOMMENDATION

Staff recommends the City Council award a construction contract to Damon, Inc., as the lowest responsive and responsible bidder, in the amount of 260,454, for the construction of the Transfer Station Interior Building Renovation Project, PZ-948 (Project).

### BACKGROUND

On June 13, 2016, City Council approved the final plans and specifications and authorized publication of a notice of inviting bids for the Transfer Station Interior Building Renovation Project.

The locker room, restroom, and break room of the 30-year old Transfer Station Building remain as originally built and exhibit significant wear from daily use from over 25 City staff personnel. These heavily utilized areas are outdated and in need of renovation and upgrading to meet the daily needs of Sanitation staff.

The proposed renovation includes upgrades to the locker room, restrooms, break room, and administrative offices in accordance with applicable building codes.

### Lower Level

Lower level renovations include improvements to the locker room, restroom, break room area, and staircase.

Part of the renovation Project is to re-arrange the current layout to provide a more secure locker room area for City staff, consolidation of two restrooms into one restroom area allowing for a more efficient use of space, relocation of uniform lockers currently housed in the break room into the main locker area, and removal of an office/storage room to provide for an ADA complaint restroom and locker room area.

The renovations will also include installation of the following:

1. New concrete polished flooring,
2. New lockers,
3. New shower area,
4. New toilets, urinals, sinks, fixtures, and
5. New rubberized safety tread flooring for the staircase and landing.

### Upper Level

The proposed upper level renovations will consist of the following:

1. Upgrade existing restroom toilet, sink, and fixtures,
2. New double pane energy efficient windows,
3. New paint and carpet tile flooring.

The renovation Project will incorporate energy efficient LED lighting and water saving fixtures at both lower and upper levels consistent with other City facilities.

In addition, the existing HVAC system is inadequately designed to effectively cool and heat the lower building areas. This results in poor air circulation and unfavorable conditions in the summer months. Therefore, the Project will also include an upgrade to the HVAC System to address this issue.

## **DISCUSSION**

On September 1, 2016, the City Clerk publicly opened the bids for this Project. Four (4) contractors

responded with the following bid amounts:

	<b><u>CONTRACTOR</u></b>	<b><u>BID AMOUNTS</u></b>
1	Damon, Inc. Downey, CA	\$260,454.00
2	Caltec Corp., Westminster, CA	\$355,228.00
3	R Dependable Construction, Inc., San Bernardino, CA	\$374,900.00
4	JR Universal Construction, Inc., Los Angeles, CA	\$492,967.00

On September 8, staff received a bid protest letter dated September 7 from Caltec, Corp. citing Damon, Inc. (Damon), the apparent lowest qualified bidder, as non-responsive because they did not provide sub-contractors for two work items, Epoxy Flooring and Roofing. Caltec also cites that these work items require certified installers. Damon, Inc. (Damon) did not include sub-contractors to their bid proposal because they are performing these work items themselves. The bid specifications and plans do not require certified installers for these work items and work may be performed by the building general contractor.

Staff has thoroughly reviewed the bid documents provided by Damon and determined that the bid is responsive and complete.

Damon's bid bond, contractor's license, and worker's compensation insurance were reviewed and determined to meet City requirements. Damon has completed similar building improvement projects this past year and has over 30 years of experience in building construction. Among the projects completed by Damon are similar projects for the cities of Fullerton, Laguna Beach, and Buena Park. Additionally, Culver City has previous positive experience with Damon. They successfully completed the Veterans Memorial Building Renovations Project in May, 2012, on time and under budget.

This Project is scheduled to begin in November, 2016 and is expected to be completed by February, 2017.

## **FISCAL ANALYSIS**

<b>Proposed Project Budget</b>	
PZ948 (20280000.730100), FY 16-17 Traffic Improvements	\$303,756.87
<b>Available Funds</b>	<b>\$303,756.87</b>

<b>Estimated Project Expenses</b>	
Construction Contract	\$260,454.00
10% contingency	\$26,000.00
<b>Subtotal</b>	<b>\$286,454.00</b>
Construction Support - RTI Consulting	\$10,000
<b>Total Estimated Project Expenses</b>	<b>\$296,454.00</b>

## **ATTACHMENTS**

Caltec Corp. Bid Protest Letter dated September 7, 2016

## **MOTION**

That the City Council:

- 1) Award a contract to Damon, Inc., as the lowest responsive and responsible bidder, for the Transfer Station Interior Building Renovations Project, PZ-948 in the amount of, \$260,454.00;
- 2) Authorize the Public Works Director/City Engineer to approve change orders in an amount not-to-exceed \$26,000, if necessary;
- 3) Authorize the City Attorney to review/prepare the necessary documents; and,
- 4) Authorize the City Manager to execute such documents on behalf of the City.