



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Grant Yates, City Manager

Prepared by: Jason Simpson, Assistant City Manager

Date: October 8, 2019

Subject: Construction Agreement to J&L Constructors Inc. for the City Hall Window Replacement Project (CIP PROJECT #Z20005).

Recommendations

1. Award a Construction Agreement to J&L Constructors Inc. for the City Hall Window Replacement Project (CIP PROJECT #Z20005).
2. Approve and authorize the City Manager to execute the Agreement in the not to exceed the amount of \$86,543.00 with J&L Constructors Inc. in the form attached and in such final form as approved by the City Attorney.
3. Authorize the City Manager to execute change orders not to exceed a 10% contingency amount of \$8,654.30 for construction uncertainties and adjustments.

Background

A Request for Proposal (RFP) was prepared, advertised following the requirements outlined in the California Public Contract Code on August 23, 2019. Also, the City posted the RFP on PlanetBids the RFP for the City Hall Window Replacement Project (CIP Project #Z20005). The purpose of this RFP is to provide project requirements, solicit proposals, and gain information from which the City may evaluate the proposer's product and services as they compare to other providers. Each responder's submittal was on the proposal form furnished in the RFP and enclosed in an envelope supplied by the proposer, bearing the title of the work and the name and address of the proposer. It is the sole responsibility of the bidder to ensure that the bid is received in proper time in the City Clerk's Office at the address and time outlined in the RFP.

Discussion

The City of Lake Elsinore is replacing the current windows throughout City Hall with more efficient Dual Pane Low E Solarban 70 Windows, and repainting identified door frames. The contractor shall furnish all materials, labor, and equipment to complete the job, and the contractor shall familiarize himself with all details of the work required, to include the existing conditions. In this scope of work the contractor shall complete the below list of requirements:

General Requirements:

- Demolition Old Windows and Window Frames
- Replace Window Frames and Perform Precise Replacement Glass Measurements
- Purchase and Install Windows
- Drywall and Paint to Match as Needed
- Stucco and Brick Repair as Needed
- Paint Exterior Door Frames

Three proposal submittals were before the deadline of 2:00 p.m. on Monday September 9, 2019. These proposals were opened, examined and declared in City Hall. The RFP results are listed below with the proposing companies and amounts for each:

| Name of Company | Bid Amount |
|-----------------------|--------------|
| New Millennium | \$55,000.00 |
| J&L Constructors Inc. | \$86,543.00 |
| Maples and Associates | \$193,344.00 |

During the proposal review staff determined the low proposer, New Millennium, inadvertently, submitted a proposal amount with six windows less than required by the RFP. This error would change the total proposed price amount of \$55,000 and as such, disqualify the contractor.

The second-lowest proposer, J&L Constructors Inc., was missing specific details in their total proposal of \$86,543.00. Staff interviewed J&L Constructors Inc. to acquire the needed details. Without changing the total amount proposed and to ensure the proposed amount included all of the requirements in the RFP, J&L Constructors Inc. was interviewed and clarified the items in question. Therefore the staff can move forward with the recommendation contained herein.

Following the approval of this agenda item, the City Hall Window Replacement Project work will begin. The staff has reviewed and verified the contractor has a valid license and has provided sufficient references.

Fiscal Impact

City Hall Window Replacement Project is included in the Fiscal Year 19/20 – 24/25 Capital Improvement Plan (CIP) budget

Exhibits

A: Agreement
B: Proposal