

To: Contra Costa County Housing Authority Board of Commissioners  
 From: Joseph Villarreal, Housing Authority  
 Date: November 9, 2021



Contra  
Costa  
County

Subject: AWARD OF CONSTRUCTION CONTRACT FOR ROOF AND HVAC REPLACEMENT PROJECT,  
 3133 ESTUDILLO STREET, MARTINEZ (Master Agreement 14-5903)

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## **RECOMMENDATIONS**

(1) **APPROVE** plans, specifications, and design for the Roof and HVAC Replacement Project, 3133 Estudillo Street, Martinez.

(2) **AWARD** the construction contract for the above project to Garland/DBS, Inc. ("Garland"), the lowest bidder for the piggy-backed Master Agreement described below, in the amounts listed in Garland's proposal (\$559,517) and **DIRECT** that Garland shall present two good and sufficient surety bonds (performance and payment) in the amount of \$559,517 each and that the Executive Director, or designee, shall prepare the contract.

(3) **AUTHORIZE** the Executive Director, or designee, to approve construction change orders, as needed, up to a maximum total of 10% (\$55,952), which is in addition to the contract award amount.

(4) **ORDER** that, after Garland has signed the contract and returned it, together with the bonds as noted above, certificates of insurance, and any other required documents, and the Executive Director has reviewed and found them to be sufficient, the Executive Director, or

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Action of Board On: **11/09/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF COMMISSIONERS**

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: November 9, 2021

Contact:  
925-957-8028

Joseph Villarreal, Executive Director

By: , Deputy

cc:

designee, is authorized to sign the contract for this Board.

## RECOMMENDATIONS (CONT'D)

(5) **ORDER** that the Executive Director, or designee, is authorized to sign any escrow agreements prepared for this project to permit the direct payment of retentions into escrow or the substitution of securities for moneys withheld by HACCC to ensure performance under the contract, pursuant to Public Contract Code Section 22300.

(6) **DELEGATE**, pursuant to Public Contract Code Section 4114, to the Executive Director, or designee, the Board's functions under Public Contract Code Sections 4107 and 4110.

(7) **DELEGATE**, pursuant to Labor Code Section 6705, to the Executive Director, or to any registered civil or structural engineer employed by HACCC, the authority to accept detailed plans showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection during trench excavation covered by that section.

## BACKGROUND

For the past few years, the Central Office Building, located at 3133 Estudillo Street in Martinez, has been experiencing roof leaks and HVAC problems. The roof leaks, which have been increasing in frequency and severity, have been temporarily addressed with patching and other repairs. However, the roofing and the HVAC units installed on the roof are both at the end of their useful lives and require permanent replacement. In addition, there is dry rot damage underneath the roofing that is in need of prompt repair.

Starting with drawings and specifications developed by a contracted architect, HACCC solicited a quote for the roof and HVAC replacement work from Garland/DBS, Inc. (Garland), piggy-backing off of an existing Master Intergovernmental Cooperative Purchasing Agreement between Garland and Cobb County, GA and U.S. Communities (MICPA #14-5903). On September 24, 2021, Garland submitted a proposal to perform the roof and HVAC replacement project for \$559,517. Staff has reviewed the bid price, which reflects the same pricing as the Master Agreement, and is satisfied it is a reasonable price for the substantial work involved.

To enable the roof and HVAC replacement project to be completed this construction season before the rainy season shuts down construction, the Executive Director recommends that the Board take the following actions:

(1) Approve the project design, plans, and specifications, which approval will give design immunity to the Housing Authority.

(2) Award the construction contract for the above project to Garland for \$559,517, direct the Executive Director to prepare the contract, and authorize the Executive Director to sign the contract following his review and approval of the signed contract, bonds, and insurance

from Garland.

(3) Take the additional related actions listed in the Recommended Actions above.

FISCAL IMPACT

The construction contract will be funded 100% by HUD.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board not award the construction contract, as recommended, the roofing and HVAC equipment at 3133 Estudillo Street, Martinez will remain in marginal condition, with the potential for additional leakage and damage, employee discomfort, and interference with HACCC operations during the upcoming rainy season.