



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: January 14, 2014
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: General Services Matthew P. Pontes, Director, 560-1011
Contact Info: Greg Chanis, Assistant Director, 568-3096
Scott Hosking, Facilities Manager, 568-2533

SUBJECT: Award of Contract to Smith Electric Service for the Santa Barbara Courthouse Air Handler Phase 3 Retrofit Project # F02003, First District

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve the plans and specifications for the Santa Barbara Courthouse Air Handler Retrofit Phase 3 Project # F02003. Plans and specifications for this project are available from General Services Facilities Division;
- b) Grant the low bidder's (United Mechanical's) request for relief from their bid due to a clerical mistake, without forfeiture of their bid bond;
- c) Award Brannon, Inc. dba Smith Electric Service (a local vendor) a contract for \$803,952.00 for the Courthouse Air Handler Phase 3 Retrofit Project;
- d) Authorize the Director of General Services, or designee, to approve change orders of an amount not to exceed 10% of the base amount of \$250,000 plus 5% of the bid in excess of the base amount or \$52,697 for this contract; for a total project authorization of \$856,649; and
- e) Find that the proposed action is for the operation, repair or maintenance of an existing public structure and its mechanical equipment, involving negligible or no expansion of use beyond that which presently exists, and that the proposed action is therefore exempt from the California

Environmental Quality Act (CEQA), pursuant to 14 CCR Section 15301; approve and direct staff to file with the Clerk of the Board, a Notice of Exemption on that basis.

Summary Text:

This project will replace the third out of four failing air handlers originally installed in 1965 that currently serve the heating and cooling needs of the Courthouse courtrooms, judge's chambers and jury rooms. The number 3 air handler is located in the attic of the Courthouse and is the last of the original units in the attic space to be replaced. Phase 3 of the HVAC projects was advertised and a job walk was held and attended by eleven contractors. Four contractors ultimately bid the job and Smith Electric Service, a local contractor, had the lowest responsive bid.

Background:

This project will replace the third out of four failing air handlers originally installed in 1965 that currently serve the heating and cooling needs of the Courthouse. The number 3 air handler is located in the attic of the Courthouse and is the last unit in the attic of the original units to be replaced. The location of this equipment in the attic mechanical rooms can only be accessed via narrow staircases and thus necessitates the demolition and installation of the new units by disassembling them into small enough parts to be hand carried to and from the mechanical rooms. Due to the difficult location and limited accessibility of the equipment, the cost of the project is being driven by the significant cost of labor hours projected to complete the project. In the previous fiscal year 2012/2013, two of the three units were replaced due to leaking pipes, deteriorating cooling fans, and unavailability of replacement parts. The scope of this project was originally included as an alternate in the 2012/2013 bid, but was not executed at that time due to the shortage of available funding.

Phase 3 of the HVAC projects was advertised and a job walk was held and attended by eleven contractors. Four contractors ultimately bid the job. United Mechanicals, not a local contractor, had the lowest bid of \$ 697,456.00 based on the bid scope. General Services received a letter from United Mechanical shortly after the bid opening requesting relief from their bid due to an incorrect price quote that one of the equipment manufacturers used to compile United's bid. The California Public Code allows such relief to be granted if the County consents. (Public Contract Code Section 5101(a)).

If recommended action (b) is adopted, the Board may award the contract to the second-lowest bidder. Smith Electric Service, a local contractor, had the next lowest responsive bid.

Performance Measure:

The Contractor, Smith Electric Service, will have 120 days at the issue of the contract to complete all work called for under the contract documents. Any amendment to the contract amount will be brought to the Board for approval.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ 856,649.00		\$ 856,649.00
State			
Federal			
Fees			
Other:			
Total	\$ 856,649.00	\$ -	\$ 856,649.00

Narrative:

Funding for this contract is budgeted as an ongoing cost and is budgeted for FY 13/14, Fund 0001, Dept. 063, Prog. 1225, Line item 7671.

Staffing Impacts:

<u>Legal Positions:</u>	<u>FTEs:</u>
0	0

Special Instructions:

Please send a fully executed certified copy of the original contract and a copy of the minute Order to Richard Whirty, Facilities Project Manager

Attachments:

1. One (1) Original Contract; One (1) Duplicate Original
2. CEQA Notice of Exemption

Authored by:

Richard Whirty, Facilities Project Manager, Tel: 805-568-3086