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DATE: July 17, 2023

TO: Honorable Mayor and Members of the City Council through City Manager

FROM: Diane Ramirez, Project Manager, Public Works & Utilities (PW&U)  
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SUBJECT: Resolution Authorizing Award of Contract for the Petaluma Community Center Roof Gutter Replacement and Modification, and Storefront Window Replacement Project C16201304 to SFT Construction Corp. and Authorizing a Budget Adjustment and Finding This Action is Not a “Project” Pursuant to CEQA Guidelines Section 15378(b)(5)

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### **RECOMMENDATION**

It is recommended that the City Council adopt the attached Resolution Authorizing the Award of Contract for the Petaluma Community Center Roof Gutter Replacement and Modification, and Storefront Window Replacement Project C16201304 to SFT Construction Corp. and Authorizing a Budget Adjustment and finding that this action is not a “Project” pursuant to CEQA Guidelines Section 15378(b)(5).

### **BACKGROUND**

The City’s Community Center is an important community resource that provides meeting space for many community groups, houses the Parks and Recreation management offices, contains one of Petaluma’s most affordable pre-schools, and is the community’s emergency shelter and cooling center. The Community Center Repair Project, C16201304, was established to address interior finishes degraded after thirty years of facility operation. While finishes are impacted daily through the variety of interior uses, which is normal for a community facility, much of the degradation is the result of water intrusion over the years through the flat roof sections, roof slope transition areas, and leaks in the window assemblies. While the initial drive of this project was to improve the interior of the facility, most of the work on this project will be used to stop the water intrusion through the roof and windows. Replacing the interior finishes prior to addressing the water intrusion issues is not recommended.

From 2012 to 2016, a series of projects overlaid the flat roof sections with new material addressing many of the roof leaks. The peaked roof sections of the building, which are standing metal seams, appear to have 15 to 20 years of estimated life span remaining and are not suspected as the source of the building leaks. This contract's scope will address the last known issues with the roofing system at the gutter of the large, peaked roof and the uncovered siding reveal around the perimeter of the Club Room.

The project will also replace selected storefront window systems that leak at the base during heavy rains. The window systems have not had any periodic maintenance to replace the caulking and the consulting architect has determined that the window system does not include flashing at the base of the assembly. Any water that gets into the window system is not directed out of the building. The project work may be phased to keep this valuable community facility open continuously by planning construction in concert with facility events and operations.

## **DISCUSSION**

The project includes the removal of the existing gutter system on three sides of the large, peaked roof over the Assembly Hall. The gutter has rusted through in certain locations and does not provide adequate flashing to cover the vent holes at the top of the wall assembly. There are integrated wall cap saddles that need to be replaced as some of the temporary flashing to reduce leaking during the rainy season were attached to the cap metal.

This project also includes various pieces of work on the exterior of the Club Room. The metal wall cladding at the chimney needs additional flashing to promote proper drainage and the vent at the base also needs replacement. The reveal at the top of the wall along the perimeter is not protected from the elements and will have additional flashing added to prevent rain from blowing into the wall. The west-facing elevation of this room will have all window sections replaced with new storefront windows.

The final piece of this project is the replacement of the window system adjacent to the west-facing entry doors and the window sections around the perimeter of the interior courtyard. These window sections will be replaced with new aluminum storefront window systems in a similar design as the existing windows. The appearance of the exterior of the building will be very similar to the current appearance.

The construction plans and technical specifications were prepared by architectural firm Avelar and a Notice Inviting Bids was advertised on April 28, 2023. One bid was received and opened on June 1, 2023, as shown in the table below.

<u>Name of Bidder</u>	<u>Base Bid</u>
SFT Construction Corp.	\$650,000
Engineers Estimate	\$580,000

Staff has reviewed the bid package, statement of qualifications, and references provided, and verified that SFT Construction Corp. and its subcontractors have valid and active licenses appropriate for their scope of work, thus determining the bid to be responsive.

Upon review of the higher-than-anticipated bid, staff has since discussed the project with the contractor and his proposed roofing and window subcontractors, as well as the Architect who prepared the plans and specifications, and have concluded that the bid, while higher than estimated, is reasonable. While there is a possibility that some cost savings may be achieved by rebidding the project later, that cannot be guaranteed. Delaying the project at this time will not only continue to impact the Community Center due to additional leaks, but it will also result in additional costs from the efforts to rebid the project and potentially further damage to the interior of the facility. It is difficult to accurately estimate the additional costs the City might incur if the project is further delayed.

At the City's request, the contractor engaged its subcontractors to provide options for potential cost savings in the project. These reductions would be implemented through deductive change orders after the award of the construction contract if deemed appropriate by City staff.

The option to reject all bids was considered. While the City may get more competitive pricing with multiple bids, this option will delay the roof and window repairs until Spring 2024. Delaying repairs will allow additional leaking into the building and may cause further interior damage with no guarantee that bids will come in substantially lower at a later date. Furthermore, there will be additional staff costs to re-package and re-bid the project.

After considering all options discussed above, it is recommended that the contract is awarded to SFT Construction Corp. As discussed in the Financial Impacts section, the project has adequate funding.

### **PUBLIC OUTREACH**

On April 28, 2023, the Notice Inviting Bids was posted in the Argus-Courier. On May 2, 2023, the plans and specifications were emailed to the local Building Exchanges and posted on the City's website.

This agenda item also appeared on the City's tentative agenda document on July 10, 2023, which was a publicly noticed meeting.

### **COUNCIL GOAL ALIGNMENT**

The proposed action supports the following Council Goals, Objectives, and Workplan Items:

#### **A SAFE COMMUNITY**

**Workplan Item #74.** Evaluate all city facilities, including our police and fire stations, and corporation yard facilities, and develop maintenance and replacement recommendations.

**Workplan Item #77.** Assist the community, with special focus on those with special needs, through outreach and training, to ensure resiliency and emergency preparedness. Plan for natural disasters and all emergencies by providing safe places for the community to shelter (e.g., fairgrounds, faith community/churches, city facilities).

## **ECONOMY THAT PROSPERS**

**Workplan Item #116.** Maximize use of current parks and recreation infrastructure, and other City-owned facilities and properties for the hosting of recreational, sports, cultural, and entertainment events that attract visitors to Petaluma.

## **CLIMATE ACTION/SUSTAINABILITY EFFORTS**

The project will make repairs to stop further water intrusion to the Community Center building, therefore preventing further damage to the facility and avoiding the need to replace items sooner than their expected life cycle. The current windows are single pane and the new windows specified are dual-pane and meet Title 24 requirements for energy efficiency.

## **ENVIRONMENTAL REVIEW**

This project is categorically exempt pursuant to the California Environmental Quality Act (“CEQA”) pursuant to Article 19, Section 15301(c), of Title 14 of the California Code of Regulations (“CEQA Guidelines”), because the project consists of the repair, maintenance, and minor alteration of existing public facilities involving negligible or no expansion of existing or former use. The improvements will replace the roof gutter and certain storefront windows at the Petaluma Community Center without changing the use of those facilities. Accordingly, there is negligible or no expansion of use beyond what currently exists and there are no cumulative impacts, unusual circumstances, or other factors that would make the exemption inapplicable pursuant to CEQA Guidelines Section 15300.2.

## **FINANCIAL IMPACTS**

The Community Center Repairs project, C16201304, has total funding sources of \$1,082,000. The budget for FY 23/24 of \$246,000 will be available on July 1, 2023. A budget adjustment will be brought forward in conjunction with first-quarter budget adjustments to increase the expenditure budget to \$795,000. This project is fully funded as of FY 23/24.

The following is a breakdown of the budget for the Roof Gutter Replacement and Modification, and Storefront Window Replacement portion of the overall CIP C16201304 budget:

<b>Phase</b>	<b>Revised FY 23/24 Project Budget</b>	<b>Total Project Budget</b>
Design/Planning/Environmental/Land	\$ 50,000	\$ 237,000
Administration /Legal	\$ 2,000	\$ 6,000
Construction Contract	\$650,000	\$ 730,000
Construction Management	\$ 13,000	\$ 35,000
Contingency	\$ 65,000	\$ 52,000
CIP Overhead	\$ 15,000	\$ 22,000
<b>TOTAL</b>	<b>\$795,000</b>	<b>\$1,082,000</b>

<b>Funding Source</b>		
General Fund – Measure U	\$363,000	\$ 363,000
Transient Occupancy Tax	\$516,000	\$ 716,000
PG&E - Rebates	\$ 3,000	\$ 3,000

### **ALTERNATIVES**

If this project is not awarded to SFT Construction Corp., the project would be re-bid and construction would be delayed, causing the Community Center to have to reschedule the rooms affected by the work for a new construction window.

Alternatively, a portion of the project could be awarded. There are three component parts of this project: gutter replacement at the Assembly Hall roof, exterior work at the Club Room, and window replacement (these sections can be selected by each area).

### **ATTACHMENTS**

1. Resolution