



# City Council Memorandum

City of Arts & Innovation

**TO: HONORABLE MAYOR AND CITY COUNCIL**      **DATE: FEBRUARY 25, 2025**

**FROM: MUSEUM DEPARTMENT**      **WARD: 5**

**SUBJECT: AWARD BID NO. 8140 FOR NEW WROUGHT IRON FENCING AT HERITAGE HOUSE TO HARRIS STEEL FENCE COMPANY, INCORPORATED, OF LOS ANGELES, CALIFORNIA, IN THE AMOUNT OF \$120,429 WITH 15% CHANGE ORDER AUTHORITY FOR A TOTAL AMOUNT OF \$138,493**

## **ISSUE:**

Award Bid No. 8140 for new wrought iron fencing at Heritage House to Harris Steel Fence Company, Incorporated, of Los Angeles, California, in the amount of \$120,429 with 15% change order authority for a total amount of \$138,493.

## **RECOMMENDATIONS:**

That the City Council:

1. Award Bid No. 8140 for new wrought iron fencing at Heritage House to Harris Steel Fence Company, Incorporated of Los Angeles, California, for a construction contract in the amount of \$120,429;
2. Approve change order authority for Bid No. 8140 for new wrought iron fencing at Heritage House to Harris Steel Fence Company, Incorporated in the amount of \$18,064 (15% of the contract) for a total amount of \$138,493; and
3. Authorize the City Manager, or designee, to execute the construction contract with Harris Steel Fence Company, Incorporated, including making minor and non-substantive changes.

## **BACKGROUND:**

The Heritage House Victorian house museum has a few areas that are not served by adequate perimeter fencing, providing opportunity for unauthorized access to the Heritage House site. This has resulted in vandalism and garbage left on the site. This project will add fencing to areas that do not have sufficient perimeter fencing to prevent unauthorized access to the Heritage House site.

## **DISCUSSION:**

On November 22, 2024, Bid No. 8140 for new wrought iron fencing at Heritage House was posted on Planet Bids.

**Bid No. 8140 – Bidding Notification Summary Table**

<b>Action</b>	<b>Number of Vendors</b>
City of Riverside Vendors notified	84
External Vendors notified	500
Vendors who downloaded bid no. 8140	42
Questions received and answered	10
Addenda submitted	2
Bids received	3

A mandatory Pre-Bid Meeting was held on December 10, 2025, with eight (8) vendors in attendance. RFB 8140 closed on January 7, 2025, with a total of three (3) bids received for new wrought iron fencing at Heritage House. The lowest responsive bid was from Harris Steel Fence Company, Incorporated in the amount of \$120,429, which was 4% less than the next lowest responsive bid.

<b>Bidder</b>	<b>City Location</b>	<b>Bid Amount</b>	<b>Rank</b>
Harris Steel Fence Co., Inc.	Los Angeles	\$120,429	1
Red Hawk Services, Inc.	Perris	\$125,794	2
Corner Keystone Construction Corporation	Covina	\$188,777	3

Purchasing Resolution 24101, Section 508 states, “Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder.”

The Purchasing Manager concurs that the recommended actions comply with Purchasing Resolution 24101, Section 508.

The General Services Director concurs with the award recommendation.

**STRATEGIC PLAN ALIGNMENT:**

1. **Community Trust** – This project promotes community trust by increasing security for the Heritage House site.
2. **Equity** – This project enhances the experience for all visitors to Heritage House.
3. **Fiscal Responsibility** – Competitive procurement was used to secure the lowest cost for this project.
4. **Innovation** – This project will improve site security at Heritage House.
5. **Sustainability & Resiliency** – This project will improve the longevity of our infrastructure/services at Heritage House by making the site more secure.

**FISCAL IMPACT:**

The total fiscal impact of the action is \$138,493, which includes a 15% contingency of \$18,064. The funds are budgeted and available in the Capital Outlay Fund, Heritage House Major Maintenance Project account no. 9925200-462050.

Prepared by:	Robyn G. Peterson, Ph.D., Museum Director
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	Jack Liu, Interim City Attorney

Attachments:	Bid Award Recommendation
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