



City Council Memorandum

City of Arts & Innovation

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TO: HONORABLE MAYOR AND CITY COUNCIL DATE: SEPTEMBER 17, 2024

FROM: AIRPORT DEPARTMENT WARD: 3

SUBJECT: AWARD BID NO. 8080 TO THE QUALITY PLUS GROUP FOR THE RENOVATION OF TWO RESTROOMS IN THE MAIN TERMINAL BUILDING OF THE RIVERSIDE MUNICIPAL AIRPORT IN THE AMOUNT OF \$129,600 AND AUTHORIZE 20% CHANGE ORDER AUTHORITY UP TO \$25,920 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$155,520 – SUPPLEMENTAL APPROPRIATION

ISSUES:

Award Bid No. 8080 to The Quality Plus Group, of Corona, California for the renovation of two restrooms in the main terminal building of the Riverside Municipal Airport located at 6951 Flight Road, in the amount of \$129,600; and authorize 20% change order authority up to \$25,920 for a total not to exceed amount of \$155,520.

RECOMMENDATIONS:

That the City Council:

1. Award Bid No. 8080 to The Quality Plus Group, of Corona, California in the amount of \$129,600 for the renovation of two restrooms in the main terminal building of the Riverside Municipal Airport, located at 6951 Flight Road;
2. Authorize 20% change order authority in an amount up to \$25,920 for project changes including, but not limited to, unforeseen conditions, or necessary design changes;
3. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record a supplemental appropriation in the amount of \$155,520 from Airport Fund reserves to the Airport Capital Projects expenditure account no. 9928300-462050; and
4. Authorize the City Manager, or his designee, to execute a Construction Agreement with The Quality Plus Group including making minor and non-substantive changes.

BACKGROUND:

The Riverside Airport Main Terminal building at 6951 Flight Road was constructed in 1968 and currently houses four aviation related businesses and The Riverside Airport Café. The Terminal Lobby is extensively used as a thoroughfare between the vehicle parking area and the Airport

aircraft parking ramp. Many visitors to the Airport use the Terminal to study for upcoming aviation tests, and as the waiting room for available seating to the café and events. The building’s two Americans with Disabilities Act (ADA) accessible restrooms were last renovated in 2006 and experience a very high amount of use, resulting in the need to renovate them.

DISCUSSION:

General Services is responsible for oversight of facilities maintenance and Capital Improvement Programs for core City departments and facilities, including the Airport. Many existing facilities are experiencing impacts from aging and years of deferred maintenance.

The Airport Main Terminal, located at 6951 Flight Road, was constructed in 1968. The building’s first floor ADA accessible restrooms have been in service for 18 years since their most recent renovation. In addition to the facilities being worn and dated, a strong odor is present and at times is noticeable throughout the building. This project will update the restrooms, ensure continued ADA compliance and take the steps necessary to determine the cause of the odor and make the needed repairs.

Bid No. 8080 – Renovation of Two Restrooms at 6951 Fight Road

Working with Purchasing staff, General Services developed Request for Bid (RFB) No. 8080 to renovate the two first floor ADA accessible restrooms in the main terminal building at 6951 Flight Road. RFB No. 8080 was posted on the City’s online bidding system, Planet Bids, on April 11, 2024. The notification was sent to 505 City of Riverside vendors and 500 external vendors. A non-mandatory pre-proposal meeting was held on April 18, 2024, with 11 vendors in attendance. With 59 prospective bidders, RFB No. 8080 closed on May 9, 2024, with a total of 11 responses. Four responses were found to be responsive and responsible. Seven responses were deemed non-responsive for either having incomplete Bid Bonds or not meeting the minimum experience requirement.

The Quality Plus Group was deemed the lowest responsive bidder in the amount of \$129,600.00, 73.6% lower than the next lowest bid.

Bid Results

Vendor	Location	Bid Amount	Rank
The Quality Plus Group	Corona, CA	\$ 129,600	1
New Millennium Construction Services	Chino Hills, CA	\$ 225,000	2
KNC Construction	Apple Valley, CA	\$ 295,906	3
Leonida Builders	Action, CA	\$ 348,000	4

Staff is also requesting a 20% contingency in the amount of \$25,920 for a total not to exceed amount of \$155,520 for unanticipated changes due to the unknown origin of the odor, and/or design changes, if additional repair needs are discovered.

Purchasing Resolution 24101, Section 508 Awards 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 recommendation to award is in compliance with Purchasing Resolution No. 24101.

STRATEGIC PLAN ALIGNMENT:

This item supports Strategic Priority No. 6 – Infrastructure, Mobility & Connectivity and supports Goal 6.2 – Maintain, protect, and improve assets and infrastructure within the City’s built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

This item aligns with EACH of the Cross-Cutting Threads of the City’s Strategic Plan as described below:

1. **Community Trust** – This project provides assurance to tenants of Riverside Municipal Airport and patrons of the Riverside Airport Café that significant investments are being made to improve airport facilities.
2. **Equity** – This project ensures continued functionality of the Riverside Municipal Airport terminal restrooms and allows for up-to-date ADA accessible facilities.
3. **Fiscal Responsibility** – This project was competitively bid in accordance with Purchasing Resolution 24101, ensuring that the best pricing for materials and services was obtained.
4. **Innovation** – As the Riverside Municipal Airport continues to use innovative practices to improve the guest experience, this project will enable tenants and customers of the Riverside Airport Café to completely enjoy their visit to the airport.
5. **Sustainability & Resiliency** – This project will result in new energy-efficient lighting, fixtures, flooring, etc. for both the men’s and women’s restrooms on the first floor of the Riverside Municipal Airport terminal building.

FISCAL IMPACT:

The fiscal impact of this action is \$155,520. Upon Council approval, a supplemental appropriation will be recorded from Airport Fund reserves to the Airport Capital Projects expenditure account no. 9928300-462050. There are sufficient reserves to accommodate the supplemental request.

Prepared by:	Daniel Prather, Airport Manager
Approved by:	Daniel Prather, Airport Manager
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Phaedra A. Norton, City Attorney

Attachments: Bid Award Recommendation