



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: SEPTEMBER 21, 2021**

**FROM: GENERAL SERVICES DEPARTMENT      WARD: 4**

**SUBJECT: AWARD BID NO. 7735 TO AEC MORENO CORPORATION OF COLTON, CALIFORNIA FOR THE INSTALLATION OF TWO ROLL UP DOORS IN THE FIRE FLEET MAINTENANCE FACILITY LOCATED AT THE CORPORATION YARD IN THE AMOUNT OF \$117,500 PLUS 10% CHANGE ORDER AUTHORITY OF \$11,750 FOR A TOTAL AMOUNT NOT TO EXCEED \$129,250 – SUPPLEMENTAL APPROPRIATION**

## **ISSUE:**

Award Bid No. 7735 to AEC Moreno Corporation of Colton, California for the installation of two roll up doors in the Fire Fleet Maintenance Facility at the Corporation Yard in the amount of \$117,500 plus a 10% change order authority of \$11,750 for a total amount not to exceed \$129,250.

## **RECOMMENDATIONS:**

That the City Council:

1. Award Bid No. 7735 to AEC Moreno Corporation of Colton, California for the installation of two roll up doors in the Fire Fleet Maintenance Facility located at the Corporation Yard in the amount of \$117,500 plus 10% change order authority of \$11,750 for a total amount not to exceed \$129,250;
2. By at least five affirmative votes, authorize a supplemental appropriation in the amount of \$129,250 from the Central Garage Fund, Working Capital to Fire Fleet Maintenance Facility Roll Up Door Project; and
3. Authorize the City Manager, or his designee, to execute the Agreement for construction with AEC Moreno Corporation, including making minor and non-substantive changes.

## **BACKGROUND:**

The Fleet Management Division of General Services, manages and maintains the Fire Departments fleet consisting of various vehicles, equipment, and fire apparatus. There is an existing Fire Fleet Maintenance Facility that is located at the Corporation Yard that is separate from the Central Garage Maintenance Facility. This building is dedicated to the repairs and

maintenance of the Fire fleet to ensure that the Fire department is serving and protecting the City with safe and reliable equipment.

## **DISCUSSION:**

The existing Fire Fleet Maintenance Facility regularly runs out of floor space while servicing vehicles and equipment. Staff has evaluated the facility have identified a portion of the building that is currently being utilized for storage that could be converted to workable floor space. To meet operational needs, the Fire Fleet Maintenance Facility would be better served by converting this storage area to facilitate the servicing and repair needs of Fire vehicles. The additional workspace is necessary due to larger vehicles and equipment that consume large areas of existing workspace leaving inadequate facilities to support the maintenance operation. The installation of the two roll up doors will allow larger vehicles to access the additional workspace. The modification to the facility will also be utilized as an overflow work area from the Central Garage on an as-needed basis.

On January 28, 2021, the Purchasing Division, in conjunction with the General Services Department solicited Bid No. 7735 for installation of two roll up doors in the Fire Fleet Maintenance Facility located at the Corporation Yard. On February 23, 2021 the City received six responses and AEC Moreno Corporation of Colton, California was deemed the lowest responsive bidder in the amount of \$117,500 plus 10% change authority up to \$11,750 to address unforeseen conditions encountered during renovation of an older building for a total amount of \$129,250.

The Purchasing Manager concurs that the recommendation is in compliance with Purchasing Resolution 23256.

## **STRATEGIC PLAN ALIGNMENT:**

This project contributes to the City's Strategic Priority No. 6 - *Infrastructure, Mobility, and Connectivity* and 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.

The project aligns with each of the Cross-Cutting Threads of the City's Strategic Plan as described below:

1. **Community Trust** – Maximizing workable space in the Fire Fleet Maintenance Facility is in the community's best interest by ensuring that the Fire Department's fleet will be properly maintained and available for emergency response needs.
2. **Equity** – This project will assist the Fire Department in providing equitable emergency response services to the entire community by reducing vehicle servicing downtime and increasing the number of operable units available.
3. **Fiscal Responsibility** – To ensure the best costs and contract terms, this project was competitively bid exercising existing Purchasing policies from the current Purchasing Resolution 23256.
4. **Innovation** – This project presents a creative solution to optimize fleet maintenance operational efficiency by installing two roll-up doors to the existing Fire Fleet Maintenance

facility to greatly increase the workable floor space.

5. **Sustainability & Resiliency** – Improving the existing Fire Fleet Maintenance facility to allow for more workspace will ensure that the Fire Department continues to have safe and reliable vehicles and equipment to serve and protect the community.

**FISCAL IMPACT:**

The total fiscal impact of the action is \$129,250. A supplemental appropriation is requested from the Central Garage Fund, Working Capital to Fire Fleet Maintenance Facility Roll Up Door Project Account No. 9920200-470020.

Prepared by:	Carl Carey, General Services Director
Certified as to	
availability of funds:	Edward Enriquez, Chief Financial Officer/Treasurer
Approved by:	Kris Martinez, Interim Assistant City Manager
Approved as to form:	Phaedra Norton, City Attorney

Attachments: Bid Award Recommendation