



# City Council Memorandum

*City of Arts & Innovation*

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: OCTOBER 21, 2025

FROM: AIRPORT WARD: 3

SUBJECT: AWARD BID NO. 8127 FOR CONSTRUCTION FOR THE RE-ROOF OF THREE (3) STRUCTURES AT THE RIVERSIDE MUNICIPAL AIRPORT TO R&R ROOFING AND WATERPROOFING, INC., LAKE ELSINORE, CALIFORNIA IN THE AMOUNT OF \$660,705 AND AUTHORIZE 15% CHANGE ORDER AUTHORITY UP TO \$99,105.75 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$759,810.75

## **ISSUE:**

Award Bid No. 8127 to R&R Roofing and Waterproofing, Inc., of Lake Elsinore for the Re-roof of three (3) structures at the Riverside Municipal Airport at 6951 Flight Road, in the amount of \$660,705 and authorize 15% change order authority up to \$99,105.75 for a total not to exceed amount of \$759,810.75.

## **RECOMMENDATIONS:**

That the City Council:

1. Award Bid No. 8127 to R&R Roofing and Waterproofing, Inc., of Lake Elsinore, California in the amount of \$660,705 for the Re-roof of three (3) structures at the Riverside Municipal Airport, located at 6951 Flight Road;
2. Authorize 15% change order authority in an amount up to \$99,105.75 for a total not to exceed amount of \$759,810.75 for project changes including, but not limited to, unforeseen conditions, or necessary design changes; and
3. Authorize the City Manager, or his designee, to execute the Agreement for Construction with R&R Roofing and Waterproofing, Inc. including making minor and non-substantive changes.

## **BACKGROUND:**

The roofing systems across three critical facilities at the Riverside Municipal Airport—the Main Terminal Building, Waypoint Aviation West, and Hangar E—have reached a state requiring immediate replacement. Built in 1968, the Main Terminal serves as a central hub for aviation schools, a local café, and a heavily trafficked lobby. A re-roof will preserve the structural integrity required for daily operations and public safety.

The Waypoint building and Hangar E have prolonged exposure to the elements and the aging nature of existing roofing materials have increased vulnerability to leaks, water damage, and structural inefficiency.

## **DISCUSSION:**

On March 27, 2025, the Purchasing Division of the Finance Department issued RFB No. 8127 through the online bidding system, Planet Bids, seeking services from experienced construction firms to provide all labor, materials and equipment necessary to remove the existing roofing systems and dispose of in a legal manner and install the specified roofing system at three (3) buildings at the City of Riverside Airport in accordance with the bid specifications. The three buildings are the Main Terminal Building, the Waypoint Aviation West building and Hangar E. A total of 106 City of Riverside vendors and 500 external vendors were notified.

A mandatory pre-bid meeting was held on April 29, 2025, with twenty-four (24) vendors in attendance. RFB 8127 closed on May 20, 2025, with a total of twelve (12) responses. Two (2) bids were deemed non-responsive. R&R Roofing and Waterproofing, Inc. was deemed the lowest responsive bidder in the amount of \$660,705.

## **Bid Results**

<b>Vendor</b>	<b>Location</b>	<b>Bid Amount</b>	<b>Rank</b>
R&R Roofing & Waterproofing, Inc.	Lake Elsinore, CA	\$ 660,705.00	1
AME Builders Inc	Upland, CA	\$ 662,300.00	2
Roy O. Huffman Roof Company	Riverside, CA	\$ 670,550.00	3
C.I. Services, Inc.	Anaheim, CA	\$ 711,570.00	4
Rite-Way Roof Corporation	Fontana, CA	\$ 738,274.00	5
Danny Letner Inc.	Orange, CA	\$ 741,000.00	6
AOS Inc. dba Superior Roofing	San Marcos, CA	\$ 813,675.00	7
Southland Roofing Inc	Los Angeles, CA	\$ 870,000.00	8
Chapman Coast Roof Co., Inc.	Fullerton, CA	\$ 883,250.00	9
Best Contracting Services, Inc.	Gardena, CA	\$ 989,750.00	10
*Chambers Inc. dba Roof Construction	Escondido, CA	\$ 767,350.00	Non-Responsive
*Commercial Roofing Systems, Inc.	Arcadia, CA	\$ 826,192.00	Non-Responsive

Staff is also requesting a 15% contingency in the amount of \$99,105.75 for a total not to exceed amount of \$759,810.75 for unanticipated changes.

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... (c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications, except that a local Proposer may be given preference pursuant to Section 704 "Preference Policy", where the difference in price proposal between the local Proposal and the lowest price proposal does not exceed five percent (5%) of the lowest price proposal;"

The Purchasing Manager concurs that the recommendation to award is in compliance with Purchasing Resolution No. 24101.

**FISCAL IMPACT:**

The fiscal impact of this action is \$759,810.75, which includes Change Order Authority of 15% in an amount up to \$99,105.75. There are sufficient funds in the Airport Fund, Critical Airport Capital Project, Building and Improvements account number 9927900-462050.

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:	Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. Agreement
2. Bid Award Recommendation