



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: MARCH 12, 2024**

FROM: GENERAL SERVICES DEPARTMENT **WARDS: 3**

SUBJECT: AWARD BID NO. 8043 TO ROY O. HUFFMAN ROOF COMPANY FOR REMOVAL AND REPLACEMENT OF THE FEDERAL AVIATION ADMINISTRATION BUILDING ROOF AT THE RIVERSIDE MUNICIPAL AIRPORT IN THE AMOUNT OF \$394,292 AND AUTHORIZE 15% CHANGE ORDER AUTHORITY UP TO \$59,143 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$453,435

ISSUE:

Award Bid No. 8043 to Roy O. Huffman Roof Company of Riverside, California for the removal and replacement of the roof at the Federal Aviation Administration building located at 6961 Flight Road, in the amount of \$394,292, and authorize 15% change order authority up to \$59,143 for a total not to exceed amount of \$453,435.

RECOMMENDATIONS:

That the City Council:

1. Award Bid No. 8043 to Roy O. Huffman Roof Company of Riverside, California in the amount of \$394,292 for the removal and replacement of the roof at the Federal Aviation Administration building located at 6961 Flight Road;
2. Authorize 15% change order authority in an amount up to \$59,143 for project changes including, but not limited to, unforeseen conditions, or necessary design changes for a total not to exceed amount of \$453,435; and
3. Authorize the City Manager, or his designee, to execute the Construction Agreement with Roy O. Huffman Roof Company including making minor and non-substantive changes.

COMMISSION RECOMMENDATION:

On March 14, 2024, the Airport Commission will hear this item and provide a recommendation regarding Council approval of the Federal Aviation Administration Building Roof replacement project at the Riverside Municipal Airport.

BACKGROUND:

The Federal Aviation Administration building, located at 6961 Flight Road, was constructed in the late 1970s and has been in service for over 40 years. After many years of exposure to the sun and outside elements the roof is deteriorating quickly and exhibiting signs of severe wear. In an effort to extend the life of the existing roof, it has been overlaid twice. However, in recent years, the roof has been experiencing more and more water leaks. After years of repairs, the roof has reached the end of its useful life, and it is no longer feasible to continue repair efforts. The roof also contains asbestos which is a health hazard and will be abated during the removal of the existing structure.

On January 16, 2024, City Council approved a supplemental appropriation in the General Fund of \$1,000,000 from the Infrastructure Reserve for an interfund transfer to the Airport Fund and record supplemental appropriations in the same amount in Airport Capital Projects expenditure account for Airport building remedial repairs.

DISCUSSION:

The General Services Department is responsible for oversight of facilities maintenance and Capital Improvement Programs for core City departments and facilities, including the Riverside Municipal Airport. Many of the existing facilities are experiencing impacts from aging and years of deferred maintenance. The roof of the Federal Aviation Administration building is in dire need of replacement as it is now a safety hazard and staff have had to be temporarily relocated to a different building.

On October 31, 2023, the Purchasing Division, in cooperation with the General Services Department, solicited a formal request for bids for the removal and replacement of the Federal Aviation Administration building roof. The notification of release of Bid No. 8043 was sent to 70 City of Riverside vendors and 500 external vendors. A mandatory pre-bid meeting was held on November 9, 2023, with 16 prospective bidders in attendance. On December 13, 2023, the City received seven bid responses, which were found responsive, and the results are shown below.

Bidder	City	Total Price	Bid Status
Roy O. Huffman Roof Company	Riverside, CA	\$394,292	Responsive
R&R Roofing & Waterproofing, Inc.	Lake Elsinore, CA	\$402,240	Responsive
Best Contracting Services, Inc.	Gardena, CA	\$449,111	Responsive
Rite-Way Roof Corporation	Fontana, CA	\$460,305	Responsive
AME Builders, Inc.	Pomona, CA	\$478,900	Responsive
Chapman Coast Roof Company, Inc.	Fullerton, CA	\$512,811	Responsive
Bell Roof Company	San Bernardino, CA	\$530,500	Responsive

The bid response from Roy O. Huffman Roof Company was deemed the lowest responsive bidder in the total amount of \$394,292.

The Purchasing Manager concurs that the recommendation to award is in compliance with Purchasing Resolution No. 23914.

STRATEGIC PLAN ALIGNMENT:

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

This project aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – This project provides assurance to Riverside’s residents that significant investments are being made to improve public facilities.
2. **Equity** – Replacing the roof of the Federal Aviation Administration building ensures the safety for all staff occupying the building.
3. **Fiscal Responsibility** – This project was competitively bid in accordance with Purchasing Resolution 23914, ensuring that the best pricing for materials and services was obtained.
4. **Innovation** – The competitive bid outlines the replacement of a failing outdated roof with a new roof engaging new materials to resolve leaks and reduce the roof weight while also eliminating the harmful asbestos.
5. **Sustainability & Resiliency** – Replacing the roof of the Federal Aviation Administration building will improve energy efficiency and will extend the useful life of the facility for many years.

FISCAL IMPACT:

The total fiscal impact of this action is \$453,435. Funds are budgeted and available in the Airport Fund, FAA Building Repairs Project, Facility Rehab Account Number 9599000-470803.

Prepared by:	Mike Combs, Building Services Project Manager
Approved by:	Carl Carey, General Services Director
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Edward Enriquez, Assistant City Manager/Chief Financial Officer/ Treasurer
Approved as to form:	Phaedra A. Norton, City Attorney
Attachments:	Bid Award Recommendation