

HEBER PUBLIC UTILITY DISTRICT REPORT TO BOARD OF DIRECTORS

MEETING DATE: March 17, 2016

FROM: Laura Fischer, General Manager

SUBJECT: Award the Construction Contract for Roofing Repairs/Replacement at the Old HPUD Offices at 1085 Ingram Avenue to A & N Quality Builders

ISSUE:

Shall the Board of Directors award the construction contract for roofing repair/replacement at the old office buildings located at 1085 Ingram Avenue to A & N Quality Builders in an amount not to exceed \$22,222.00?

GENERAL MANAGER'S RECOMMENDATION:

It is recommended that the Board of Directors award the construction contract for roofing the old office buildings located at 1085 Ingram Avenue to A & N Quality Builders for an amount not to exceed \$22,222.00.

FISCAL IMPACT:

Construction Cost No to Exceed: \$22,222.00.

DISCUSSION:

At the February meeting, the Board of Directors authorized the General Manger to submit a request for proposals for the roofing of two old office buildings located at 1085 Ingram Avenue. The request for proposals were advertised in the Imperial Valley Press, and we sent out 7 proposals to local contractors via U.S. Postal Service. We received two inquiries from contractors, but only one proposal was returned. The proposal was opened on Friday, March 11th. The bid results are as follows:

A & N Quality Builders - \$22,222.00

The bid packet along with the insurance submittals, company verification, and other required documents are under review by the District counsel.

This project was included in the capital improvement budget for FY 2015-16, and the bid proposal is within the budgeted amount.

HPUD followed the legal requirements for preparing and advertising the request for proposal, and we have done our due diligence to determine that it is unlikely that we would get a more responsive bid should we re-advertise.

CONCLUSION:

Staff recommends that the Board award the construction contract for the roofing of the two old office buildings located at 1085 Ingram Avenue to A & N Quality Builders for the amount not to exceed \$22,222.00.

ALTERNATIVES:

- 1) Do not award the construction contract to A & N Construction in the amount not to exceed \$22,222.00.
- 2) Direct staff to re-advertise the project, which will postpone the roofing project.
- 3) Provide alternate direction to staff to address the need for roof repairs at the old office buildings at 1085 Ingram Ave.

Respectfully Submitted,

Laura Fischer,
General Manager