



City of San Leandro

Meeting Date: November 4, 2019

Staff Report

File Number: 19-555 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.B.

TO: City Council

FROM: Jeff Kay
City Manager

BY: Keith Cooke
Engineering & Transportation Director

FINANCE REVIEW: David Baum
Finance Director

TITLE: Staff Report for a City of San Leandro City Council Resolution to Award a \$670,798 Construction Contract to EIDIM Group for the Main Library and Marina Community Center Audio-Visual Equipment, Project Numbers 2016.0210 and 2016.0500; to Authorize the City Manager to Negotiate and Approve Individual Change Orders Up to 5% or \$33,540 of the Original Contract Amount; to Authorize the City Manager to Negotiate and Approve Change Orders Up to a Cumulative Value of 11.2% or \$75,000 of the Original Contract Amount; and to Appropriate \$890,000 from the Public Education and Government Fund for the Project

SUMMARY AND RECOMMENDATIONS

This contract provides for the complete replacement of audio visual (AV) equipment in the following public meeting rooms: the Karp/Estudillo Room and Carnegie Lecture Hall at the Main Library, the Titan Auditorium in the Marina Community Center, and the new AV equipment in the Surlene Grant Community Meeting Room at the South Offices/Helen Lawrence Building.

Staff recommends the following actions:

- Award a construction contract for the Base Bid plus Bid Alternate No. 1 to EIDIM Group (dba EIDIM AV Technology) in the amount of \$670,798;
- Authorize the City Manager to negotiate and approve individual change orders up to 5%, or \$33,540, of the original contract amount;
- Authorize the City Manager to negotiate and approve change orders up to a cumulative value not to exceed 11.2%, or \$75,000, of the original contract amount; and
- Appropriate \$890,000 from the Public Education and Government (PEG) Fund for the Project.

BACKGROUND

Events held at several City public meeting rooms have been hampered by outdated audio-visual

equipment, and City staff have had to improvise with the use of portable and temporary microphone equipment. This project will remove and completely replace the AV equipment in the Karp/Estudillo Room and Carnegie Lecture Hall in the Main Library and the Titan Auditorium in the Marina Community Center. It will also install the equipment for the new Surlene Grant Community Meeting Room in the South Offices that is currently being renovated.

This project includes the installation of recording cameras in the Main Library and Marina Community Center public meeting rooms to allow for recording of events. These recordings can be posted on the City's website or cable channel. The project also includes the installation of speakers, projectors, projection screens, microphones, assisted listening devices, input panels and wall controls, sound control equipment and rack enclosures at each of the sites. This project will also replace the ceiling tile system in the Karp/Estudillo Room at the Main Library to accommodate the installation of the new AV equipment as the materials to renovate the old ceiling system are no longer available. Additionally, the project installs cameras and necessary AV equipment to allow live broadcasting and teleconferencing in the Surlene Grant Community Meeting Room in the South Offices.

Analysis

One bid was received at the October 3, 2019 bid opening. The total bid amount was \$670,798 and the engineer's pre-bid estimate was \$620,000. Staff recommends award to the lowest responsive bidder, EIDIM Group, Incorporated for the total bid amount of \$670,798, which includes the Base Bid for work at the Main Library and Marina Community Center and the Bid Alternate No. 1, which includes work at the South Offices. Staff verified that the contractor has a valid license with the Contractor's State License Board and is registered with the California Department of Industrial Relations.

There were no bidders with an office in San Leandro that would qualify them as a local business per the Local Inclusion Policy Ordinance. Also, there were no bidders who met the Local Business Participation Goal by subcontracting with San Leandro businesses for 25% of the contract value. The lowest responsive bidder provided documentation that demonstrated completion of the required good faith efforts to meet the local business participation goal. At the mandatory pre-bid meetings, staff presented the requirements of the Local Inclusion Policy Ordinance, responded to bidder questions, and provided contact information for free technical assistance if needed. Bidders were also provided with a list of contractors performing trades applicable to the project's construction that currently hold business licenses with the City of San Leandro.

As is standard in the construction industry, staff balanced site investigation costs with the risk of finding unforeseen conditions during construction as well as the design costs with the level of detail on the plans. As a result, unforeseen conditions may be encountered during construction and plan details may need to be adjusted or clarified. In order to minimize delay to the project and ensure that the scope of work is adjusted as needed to provide the highest quality project, staff requests that the City Council authorize the City Manager or his designee to negotiate and approve individual change orders up to 5% (\$33,540) of the original contract amount and cumulative change orders up to 11.2% (\$75,000) of the original contract amount. This will help to

ensure efficient completion of the project on budget and on schedule.

The cable communications act of 1994 established PEG funding to improve public access to civic business. This project has been designed to provide recordings and broadcast of civic business to the public. The new equipment will allow meetings such as town halls, or State of the City held at each of the facilities to be recorded and shown on the City's television channel and the internet. Capital improvements such as this are a qualifying use of PEG funds. Accordingly, staff recommends an appropriation of \$890,000 in PEG funds for the work. This action will minimize the use of general funds on the project.

Current Agency Policies

- Maintain and enhance San Leandro's infrastructure.

Committee Review and Actions

On February 1, 2017 and March 7, 2018, staff provided updates on the project to the City Council Facilities and Transportation Committee. On May 2, 2018 the Facilities and Transportation Committee reviewed the Police Building and South Office Modification Project which included discussions on the Surlene Grant Community Room and its associated AV equipment.

Applicable General Plan Policies

Policy CSF-3.1 Library Expansion and Upgrades:

Support the expansion and upgrading of public library facilities and services to keep pace with changes in information technology and community needs.

Policy CSF-4.2 Information Technology:

Encourage the use of the internet, cable TV, and other forms of information and communication technology as a way to widely disburse information about City and community services, event, and resources.

Policy CSF-6.8 Maintenance:

Ensure that sufficient funding is provided for the ongoing maintenance of City-owned facilities, including streets, street lights, traffic signals, landscaping, street trees, storm drains, public buildings, and other infrastructure.

Permits and/or Variances Granted

Building Permits for the work were obtained from the City of San Leandro Community Development Department

Environmental Review

This project is categorically exempt from the California Environmental Quality Act per Section 15301(c) of the guidelines. The Notice of Exemption was filed with the Alameda County

Recorder on October 2, 2015.

Code Compliance Review

The project will be inspected for code compliance by City of San Leandro Building Inspectors as part of the building permit process.

Summary of Public Outreach Efforts

The Notice to Bidders was published in the Daily Review, the South County Post, Visión Hispana and Sing Tao. Staff also notified twenty-three builders' exchanges and construction data firms as well as a list of contractors that asked to be notified of bidding opportunities via email.

Fiscal Impacts

The estimated project cost is \$1,047,000 as described below

Architect	\$45,000
AV Consultant	\$60,000
Construction Contract	\$670,798
Portable Microphone Carts	\$28,000
Construction Assistance by design consult	\$33,000
Project Management and Inspection	\$100,000
Project Contingency	<u>\$110,202</u>
Total	\$1,047,000

Budget Authority

The AV project is funded as follows:

<u>Account No.</u>	<u>Source</u>	<u>FY</u>	<u>Amount</u>
210-38-370	General Fund	FY15/16	\$50,000
210-38-374	General Fund	FY15/16	\$100,000
<u>210-18-146</u>	<u>General Fund</u>	<u>FY16/17</u>	<u>\$7,000</u>
Subtotal			\$157,000

Additional Appropriation

<u>Account No.</u>	<u>Source</u>	<u>FY</u>	<u>Amount</u>
<u>180-38-370</u>	<u>PEG</u>	<u>FY19/20</u>	<u>\$890,000</u>
Subtotal Additional Appropriation			\$890,000

Total Proposed Project Funding: \$1,047,000

Attachment to Staff Report

- Bid Summary

PREPARED BY: Mark Goralka, Associate Engineer, Engineering and Transportation Department

BID SUMMARY



This document is a summary of bids received for the subject project and are provided only as a convenience. Listing of a particular bid is not a finding that such bid has been found to be responsive or accepted as complete by the City. An award of contract, if any, is subject to approval of the City Council and/or the City Manager. Contractors should refer to the contract documents for bidding information.

PROJECT TITLE: Main Library / MCC AV Equipment
 PROJECT NO.: 2016.0210 / 2016.0500
 BID NO.: 18-19.009

BID OPENING			ENGINEER'S ESTIMATE		EIDIM Group, Inc. dba Eidim AV Technology	
DATE: October 3, 2019			Date Approved: 9/30/2019		649 Dromana Court	
TIME: 3:00 p.m.			Prepared by: Mark Goralka		San Ramon, CA 94582	
LOCATION: City Clerk's Office					Phone: (925) 452-6272	
					Fax: (562) 777-9120	
ITEM NO.	ITEM	QUANTITY	UNIT COST	ITEM COST	UNIT COST	ITEM COST
BASE BID						
1	AV Improvements – Main Library	1 LS	\$278,500.00	\$278,500.00	\$361,539.70	\$361,539.70
27	AV Improvements – Marina Community Center	1 LS	\$166,500.00	\$166,500.00	\$184,378.96	\$184,378.96
TOTAL BASE BID:				\$445,000.00		\$545,918.66
BID ALTERNATE NO. 1						
A1.	AV Improvements – Police Building and South Office Modifications	1 LS	\$175,000.00	\$175,000.00	\$124,879.00	\$124,879.00
TOTAL BID ALTERNATE NO. 1:				\$175,000.00		\$124,879.00
TOTAL BASE BID:				\$445,000.00		\$545,918.66
TOTAL BID ALTERNATE NO. 1:				\$175,000.00		\$124,879.00
TOTAL BID:				\$620,000.00		\$670,797.66
REQUIRED DOCUMENTATION:			Bid Bond		YES	
			San Leandro Local Business		NO	
			25 % Participation		NO	
			Good Faith Effort		YES	
			Agreement to be Bound		N/A	
			Addendum #1-4		YES	
SUBCONTRACTORS:					NONE	
NOTES:						

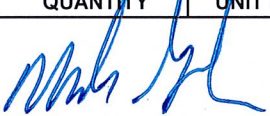
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Reviewed by:  Date: 10/4/19
 Mark Goralka, Project Manager

Reviewed by:  Date: 10/4/19
 Austine Osakwe, Senior Engineer



City of San Leandro

Meeting Date: November 4, 2019

Resolution - Council

File Number: 19-554

Agenda Section: CONSENT CALENDAR

Agenda Number:

TO: City Council

FROM: Jeff Kay
City Manager

BY: Keith Cooke
Engineering & Transportation Director

FINANCE REVIEW: David Baum
Finance Director

TITLE: RESOLUTION of the City of San Leandro City Council to Award a \$670,798 Construction Contract to EIDIM Group for the Main Library and Marina Community Center Audio Visual Equipment, Project Numbers 2016.0210 and 2016.0500; to Authorize the City Manager to Negotiate and Approve Individual Change Orders Up to 5% or \$33,540 of the Original Contract Amount; to Authorize the City Manager to Negotiate and Approve Change Orders Up to a Cumulative Value of 11.2% or \$75,000 of the Original Contract Amount; and to Appropriate \$890,000 from the Public Education and Government Fund for the Project. (Provides for the replacement of audio-visual equipment in the Karp/Estudillo Rooms and Carnegie Lecture Hall in the Main Library, the Titan Auditorium in the Marina Community Center and the Surlene Grant Community Meeting Room in the South Offices)

WHEREAS, the City of San Leandro did, on October 3, 2019, publicly open, examine and declare all sealed proposals or bids for doing the work described in the bid documents for the subject project; and

WHEREAS, said proposals were submitted to the Engineering and Transportation Director who has found that the proposal hereinafter mentioned is the lowest responsive bid by a responsible bidder for doing said work of the Base Bid plus Bid Alternate No. 1; and

WHEREAS, the subject project is categorically exempt from the California Environmental Quality Act; and

WHEREAS, change orders to clarify the work or respond to unusual existing conditions are a normal aspect of public contracting and construction; and

WHEREAS, in order to expedite the delivery of public projects on schedule and on budget, provide that subcontractors and workers are paid in a timely fashion, avoid as much as possible costly delay claims, and insure that the City completes projects that are to the City's highest

standards, the City Council finds that providing authorization to the City Manager to negotiate and approve change orders is in the best interest of public health, safety and welfare.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

That said City Council hereby rejects all of said proposals or bids except that herein mentioned; hereby waives any irregularities in the proposal or bid of the lowest responsible bidder; and hereby awards the contract for the Base Bid plus Bid Alternate No. 1 for doing said work to the lowest responsible bidder therefore, to wit, EIDIM Group, Inc. (dba EIDIM Technology), in the amount of \$670,798; and

That the City Manager or his designee is authorized to negotiate and approve individual change orders up to a maximum of 5% of the original contract amount, or \$33,540 each; and

That the City Manager or his designee is authorized to negotiate and approve cumulative change orders up to a maximum of 11.2% of the original contract amount, or \$75,000; and

That \$890,000 from the Public Education and Government fund balance be appropriated to account 180-38-370 for the project in Fiscal Year 2019-20; and

BE IT FURTHER RESOLVED:

That if the above named contractor is unable to execute the contract, then the City Manager, at his discretion, is authorized to award this contract for the Base Bid and Bid Alternate No. 1 to the next lowest responsive bid by a responsible bidder (if available), execute all documents to effect the award, and take all actions necessary to recover any bid security from the low bidder necessary to make the City whole in its acceptance of the lowest bid.