APPROVE CONTRACT CHANGE ORDER FOR WEATHERPROOFING TECHNOLOGIES, INC. FOR THE 2015-16 ROOF MAINTENANCE PROGRAM

RECOMMENDATION

It is recommended that the City Council approve a motion authorizing the City Manager to:

1. Execute a Contract Change Order for an amount not to exceed $50,000 with Weatherproofing Technologies, Inc. (WTI) for the TremCare Leak Response Program, as described in the existing contract for City of Stockton 2015-16 Annual Roof Maintenance Program.

It is further recommended that the motion authorize the City Manager to take the appropriate and necessary actions to carry out the purpose and intent of this motion.

Summary

The City contracts for annual roof maintenance for all City buildings. The City entered into a one-year contract with WTI on November 3, 2015, utilizing rates that were competitively bid by the Association of Educational Purchasing Agencies (AEPA), in the amount of $73,705 (Attachment A). The contract provides roof repair rates in the event that repair work is required outside of routine maintenance (Attachment B). Staff recommends authorization of a Contract Change Order for City-wide roof leak repairs in an amount not to exceed $50,000 (Attachment C). The contract will be funded from the Roof Maintenance and Leak Management Program, Capital Improvement Program account.

DISCUSSION

Background

The City maintains approximately 1,325,000 square feet of roofing. The City contracts for regular inspection and general cleaning of City roofs to maximize the useful life of City roofs and to prevent water intrusion. The City contracts for roof maintenance services as the City does not have the internal resources to perform the work.

On November 3, 2015, the City entered into a one-year contract with WTI, a national company with a local office in Sacramento, CA, for annual roof maintenance utilizing a competitively bid Monterey County Office of Education Cooperative Agreement with the AEPA (Attachment D). This base contract between WTI and Monterey County Office of Education is valid until February 26, 2017 (Attachment E). This roof maintenance contract provides: 1) cleaning and preventative maintenance, 2) roof inspection and reporting, and 3) a leak response program. Utilizing the Cooperative Agreement with the AEPA allowed the City to avoid bidding delays and expenses, and acquire roof maintenance service at a competitive rate prior to the winter season. The leak response program
provides that the contractor will promptly respond to roof leaks and will provide minor repairs at a pre-approved repair rate. Roof leaks that require major repairs and/or are related to deficiencies identified during the inspection process are outside of the regular leak response program. Repair of these leaks may be undertaken as extra work and billed under the terms of the existing contract.

Present Situation

The routine maintenance functions specified by the existing agreement will consume the entire contracted amount of $73,705. There is no contingency for extra repair work without issuing a contract change order to increase the contract value.

Currently, seven City roofs require repair, including City Hall, Stribley Recreation Center, and the Chavez Library. Repairs are estimated at $15,000. Utilizing the existing contract will allow the work to proceed quickly. Staff expects several more City roofs to require repair based on the expected high volume of rain anticipated over the course of this year’s El Nino storm season. Timely repairs to these problems will prevent damage that would require more costly repairs in the future.

Staff recommends approval of a Contract Change Order, not to exceed $50,000, to conduct necessary roof repairs under the terms of the existing Annual Roof Maintenance Program contract for the 2015-2016 fiscal year with WTI. All work under this change order will be authorized by staff pursuant to an inspection to confirm the need and validity of the repairs.

FINANCIAL SUMMARY

There are sufficient funds available for the Roof Maintenance and Leak Management Program (PW7087) in the Capital Improvement account (301) to fund the proposed contract change order. The amount of the contract change order is not to exceed $50,000.

No new appropriations or additional transfers are required. There is no impact to any other unrestricted fund as a result of taking the recommended action.

Attachment A - City of Stockton Contract with WTI
Attachment B - AEPA/WTI Discount and Pricing Schedule
Attachment C - Contract Change Order No. 1 with WTI
Attachment D - AEPA/Monterey County of Education Terms and Conditions
Attachment E - Contract Extension between WTI and Monterey County