



AGENDA MEMORANDUM

Action Item for the City Council Meeting October 15, 2019

DATE: October 15, 2019

TO: Peter Zanoni, City Manager

FROM: Jim Davis, Director of Asset Management
JimD@cctexas.com
(361) 826-1909

Kim Baker, Director of Contracts and Procurement
KimB2@cctexas.com
(361) 826-3169

Roof Repair Services for Asset Management

CAPTION:

Motion authorizing a two-year service agreement with three one-year options, in an amount not to exceed \$2,000,000.00 for the initial term and a total potential value not to exceed \$5,000,000.00, with South Texas Metal Roofing, of Corpus Christi, Texas, to perform on-call roof repair services to City owned facilities, effective upon issuance of a notice to proceed, with the first-year funding available through various departments' FY 2020 funds.

SUMMARY:

This is a motion to approve a service agreement with South Texas Metal Roofing to perform on-call roof repair services to City owned facilities. These services are necessary to maintain roofs from further deterioration. The services will be provided on an as needed basis. This is the first long-term contract for building maintenance services under the direction of Asset Management.

BACKGROUND AND FINDINGS:

Asset Management is responsible for maintenance operations of 478 City owned or leased facilities. These facilities have outdated and failing roof systems that are outside the level of expertise of our maintenance staff. Asset Management finds it essential to enact a service agreement for professional roofing services with a company that employs

experienced roofers and engineers. Enlisting the services of a competent professional roofing company grants our City's maintenance department the ability to quickly and effectively address the numerous compromised roof systems currently afflicting city owned assets.

At this time, Asset Management has identified over thirty buildings experiencing varying degrees of water intrusion resulting from compromised roofing systems. Some of these buildings include Oveal Williams Senior Center, CCPD Headquarters, the Gas Department, Oak Park Rec Center, and City Hall to name a few. This service agreement will greatly assist the City's Asset Management Department in preserving the interior contents and structural components of these buildings. The objective is to address the buildings with known faults in addition to any future roofing issues at other locations. The overall goal is to protect and prevent against any unnecessary damage to city assets as it relates to water infiltration, which can have a serious negative impact on daily operations, building integrity, and have potential health implications.

The Contracts and Procurement Department conducted a competitive RFB process to obtain bids for a contract. The City received two responsive, responsible bids, and one non responsible bid. Staff is recommending the award to South Texas Metal Roofing. In this RFB process, the quantity used was an estimated number to declare the lowest bidder, while the contract value was determined based on department's budget and past usage. This is a Job Order Contract, and the contractor will provide services on an as needed basis.

ALTERNATIVES:

The alternative is to perform the work in-house. However, Asset Management would have to increase their staff, to include experienced roofers. These facilities have outdated and failing roof systems that are outside the level of expertise of the department's maintenance staff.

FISCAL IMPACT:

The fiscal impact for the various departments the first year of the two-year service agreement is an estimated amount of \$1,000,000.00. This is an on-call service agreement; therefore, the department will allocate the required funds as needed. The remaining \$4,000,000 will be budgeted by departments in future years during the annual budget process.

FUNDING DETAIL:

Fund:	5115	Facility and Property Management
Organization/Activity:	40300	Facility Management and Maintenance
Mission Element:	191	Operate City Buildings & Facilities
Project # (CIP Only):	N/A	
Account:	530210	Building Maintenance & Service

RECOMMENDATION:

Staff recommends approval of this motion authorizing a two-year service agreement with three one-year options with South Texas Metal Roofing for Roof repair services as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement