



AGENDA MEMORANDUM

Action Item for the City Council Meeting January 12, 2021

DATE: January 12, 2021

TO: Peter Zaroni, City Manager

FROM: Charles Mendoza, Director of Asset Management
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Roof Repair Services for Asset Management

CAPTION:

Motion authorizing a three-year service agreement with South Texas Metal Roofing, of Corpus Christi, Texas, for an amount not to exceed \$3,000,000.00 to perform on-call roof repair services to City owned facilities, effective upon issuance of a notice to proceed, with FY 2021 funding available through the Facility and Property Management 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 400 City owned 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 These facilities have outdated and failing roof systems that are outside the level of expertise of our maintenance staff.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 30 buildings experiencing varying degrees of water intrusion resulting from compromised roofing systems. 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 four responsive, responsible bids, and one non responsible bid. Staff is recommending the award to the lowest bidder South Texas Metal Roofing. 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 Asset Management in FY 2021 is an amount not to exceed \$1,000,000.00. The City will only be charged if services are rendered at which time appropriate funding sources will be identified. The remaining amount will be budgeted in future years through the annual budget process. Specific funding details will be determined as work requested by Task Order.

FUNDING DETAIL:

Funding will be allocated from appropriate fund sources as the various projects are identified.

RECOMMENDATION:

Staff recommends approval of this motion authorizing a three-year service agreement with South Texas Metal Roofing as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement