

APPROVED
BY THE CITY COUNCIL

MAY 11 1999

OFFICE OF THE
CITY CLERK



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DEPARTMENT OF
PUBLIC WORKS

CITY OF SACRAMENTO
CALIFORNIA

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SUITE 300
SACRAMENTO, CA
95814-2702

TECHNICAL SERVICES
DIVISION

PH 916-264-8300
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April 20, 1999

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: RESOLUTION SUSPENDING COMPETITIVE BIDDING, AUTHORIZATION TO NEGOTIATE CONTRACTS WITH QUALIFIED SELECTED CONTRACTORS FOR BUILDING ACCESS MODIFICATIONS OF VARIOUS CITY OF SACRAMENTO BUILDINGS (CC00) AND REJECTION OF BID FROM SUPERIOR ENTERPRISES, INC. (C731)

LOCATION AND COUNCIL DISTRICT: Various Locations – All Districts.

RECOMMENDATION:

This report recommends that the City Council:

- Adopt the resolution suspending competitive bidding;
- Authorize the City Manager to negotiate contracts for Building Access Modifications of Various City of Sacramento Buildings with C & C Construction, Harbison Mahony Higgins, Inc., Turner Construction Company and Unger Construction; and
- Reject the bid of Superior Enterprises in the amount of \$129,921 for the Sacramento Community Center Theater ADA Access and Restroom Remodel Project.

CONTACT PERSON: Thomas Morris, Project Manager, 264-8460

FOR COUNCIL MEETING OF: May 11, 1999

City Council

Suspend Competitive Bidding, Authorization to Negotiate Contracts for Various Building Access Modifications and Rejection of Bid from Superior Enterprises, Inc.

April 20, 1999

SUMMARY:

- Staff requested proposals for design and construction services, as part of a Request for Qualifications (RFQ) process, to assist the City in coordinating the development of the project scope, construction schedule and budget, and provide construction of various building alterations to meet current building access requirements, on March 8, 1999.

Four design and construction teams responded and it is recommended that Council suspend competitive bidding in the best interest of the City and negotiate contracts with C & C Construction, Harbison Mahony Higgins, Inc., Turner Construction Company and Unger Construction.

- Staff solicited bids for and received one bid on July 17, 1998 for the Sacramento Community Center Theater ADA Access and Restroom Remodel Project. Superior Enterprises, the sole bidder, requested its bid be withdrawn due to errors in its bid and to its inability to perform the work within contractual time limits.

COMMITTEE/COMMISSION:

None.

BACKGROUND INFORMATION:

- In an effort to expedite completion of access upgrades throughout the City, Public Works staff developed a process that will allow the use of Design-Build project teams to complete all access modifications and provide all required permits and as-built documentation required for City projects. By using this approach, it will be possible to minimize design costs and reduce construction time. In order to ensure that qualified project teams were selected to provide this service, an RFQ was advertised (See Exhibit A) outlining the qualifications in coordinating the development of project scopes, construction schedules and budgets, secure all required permits and reviews, participate in all public hearings, and provide construction of various City of Sacramento building alterations to meet current building access requirements.
- The RFP was advertised on March 8, 1999 and responses were due on April 8, 1999. Nineteen firms expressed interest in the RFQ and four firms submitted formal responses. C & C Construction, Harbison Mahony Higgins, Inc., Turner Construction Company and Unger Construction met the minimum selection criteria. Staff recommends all four firms be given work under the current ADA access upgrade program approved by the City Council.
- In order to insure competition, all four firms are required to provide unit cost for approximately sixty ADA access items most commonly encountered in City facilities. The prices will be averaged on all items and will become the unit price allowance for all work.

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Where unique conditions require modifications not outlined in the RFQ the selected team will be required to provide an itemized estimate and the cost will be reviewed and validated.

- During the last operating season for the Convention Center Theater, the Department of Public Works solicited bids for ADA modifications to the restrooms. Several firms attended the project bid walk-through, but only one firm submitted a bid for completion of the work. Superior Enterprises, the sole bidder, requested its bid be withdrawn due to conditions beyond its control that made it impossible to complete the work within the contract time limits. Public Works staff investigated the availability of materials and determined that required materials could not be provided within the only opening available at the Convention Center Theater.
- The initial accessibility projects to be undertaken will include the Community Center Theater, Coloma Community Center, Garden and Arts Center, Belle Coledge Community Center, Sacramento History Center and the Discovery Museum. Additional projects will be added to the scope of work consistent with the priorities set forth in the list of ADA Access Report approved by the City Council on January 25, 1994, and updated on May 27, 1997.

FINANCIAL CONSIDERATIONS:

The funding for this work is being provided by Capital Improvement Project CC00, Fund 101. The current unobligated fund amount is \$1,456,345, which is sufficient to initiate building access modifications.

ENVIRONMENTAL CONSIDERATIONS:

The Planning Services Division, Office of Environmental Affairs, has reviewed the project and has determined that this project is exempt from the California Environmental Quality Act (CEQA) under Section 15301 of the CEQA Guidelines. Section 15301 exempts the minor alteration of existing public or private structures and facilities.

POLICY CONSIDERATIONS:

The action requested herein is consistent with Sacramento City Code, Title 58.04.401 (d), which allows this action with a two-thirds vote of the City Council. Additionally, it is consistent with City Council direction related to reinventing government.

ESBD CONSIDERATIONS:

The project was announced on the Project Information Line, which contains information on Public Works and Utility Department projects, and the City's Internet site.

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April 20, 1999

One of the four firms that submitted under the RFQ is a certified small business. Prior to the commencement of any projects, the contractors will be required to comply with the City's goal of 20% participation by Emerging and Small Business Development Enterprises.

Respectfully submitted,


for Duane J. Wray
Technical Services Manager

RECOMMENDATION APPROVED:



ROBERT P. THOMAS
City Manager

APPROVED:



Michael Kashiwagi
Director of Public Works

TM:ec
P/cip/CC01/Council/ADA RFQ



DEPARTMENT OF
PUBLIC WORKS

CITY OF SACRAMENTO
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927 10th STREET
SUITE 200
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TECHNICAL SERVICES
DIVISION

PH 916-264-8300
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City of Sacramento Request for Qualifications

Licensed Contractors/Construction Managers
for

Rotating List for
Building Access Modifications of Various
City of Sacramento Buildings
Project Number: CC01

March 8, 1999

Introduction

The City of Sacramento, Public Works Department, Technical Services Division is seeking **Licensed Construction Specialists**, which can provide combined Design and Construction Services to assist the City in coordinating the development of the project scope, construction schedule and budget, and provide construction of various City of Sacramento building alterations to meet current building access requirements.

The City's designated Project Manager for this project is **Tom Morris**, who can be reached at (916) 264-8460.

Project Description

The modification of various buildings to meet the current access requirements that range from access to the building, door alterations, bathroom alterations, drinking fountain and telephone height changes and all other items that must be changed to provide an accessible building. The City of Sacramento is looking for methods to expedite completion of small to medium-size projects from field visit to construction completion.

- D. City staff expenses and any consultants, which may be hired by the City to assist during the design and construction of this project.

Schedule

1. A pre-proposal conference and job walk is scheduled for 3/18/99 at 10:00 AM. The conference will be conducted at 927 10th Street, Room 300.
2. RFQ's are to be submitted by 4/8/99 at 2:00 PM.
3. The anticipated date for the City to announce Short-list of Design/Construction teams selected is 4/29/99.
4. The City will issue unit price drawings and specifications to shortlisted firms on 4/30/99.
5. The anticipated date for shortlisted teams to submit unit prices is 5/20/99.
6. The anticipated date to establish average unit prices is 5/27/99.
7. The anticipated dates for initial project start-up are 6/1 – 6/14/99.
8. The anticipated dates for issuance of Notices to Proceed and permits are 6/16 – 6/21/99.

Time and Place for Submission of Qualifications Statements

Firms/teams interested in providing design, management and construction services for this project shall closely examine the specific requirements and the questions listed on page 5 - 7 and attachments, and submit six (6) bound copies of their qualifications to:

**“Building Access Modifications of Various
City of Sacramento Buildings”**
Department of Public Works, Technical Services Division
927 10th Street, Room 100
Sacramento, California 95814

All submissions must be received no later than **2:00 PM, Thursday, April 8, 1999**. *If any submission is late or incomplete in any way, that firm/team may be eliminated from consideration.*

All questions about the project or submittal procedures are to be directed to the Project Manager. **Do not** contact other City employees regarding this project or the selection process.

Design and Construction Budget

1. **The Design/Construction cost for each project will range from \$10,000 to \$100,000.** Projects with costs in excess of \$100,000 will be subjected to a separate selection process. Multiple contracts may be awarded to individual contractors. The City has budgeted up to \$1,500,000 for modifications through June 30, 2000.
2. **Work included within this budget includes, but is not limited to the following:**
 - A. Expedited Development and Approval of Project Scope and Design Solutions:
 - 1) After site visit, Contractor shall provide the City of Sacramento with proposed design solution(s) along with construction cost and schedule.
 - B. Completion and Approval of the Construction Documents:
 - 1) Complete construction documents when requested by the City or required for permit, which comply with the City of Sacramento specifications and standards, set forth in this RFQ.
 - 2) Provide detailed cost proposal for each project and sub-project.
 - C. Construction of all work included within the buildings:
 - 1) Coordination with client department, utilities, etc.
 - 2) Construction of project per the construction documents and the standard set forth in this RFQ, which will provide compliance with the Americans with Disabilities Act and Title 24 and will assure installation of materials and methods set forth in this document. Additional standards may be provided by the City on a project-by-project basis.
 - 3) Construction shall start and be completed within the time agreed by both the City of Sacramento and the contractor, on a project by project basis.
3. **Work not included within the scope of this work includes the following:**
 - A. Removal costs for any asbestos or other hazardous materials uncovered.
 - B. Any "FF&E" costs ("Furniture, Fixtures and Equipment").
 - C. Fees for Building Permits except City Business License.

Selection Process

1. Based solely upon the information provided during this process, the City will select the most qualified firm(s)/team(s) for this project. Contractors will be selected based on past performance, history of completing similar construction projects within the construction schedule and the amount of the construction cost proposal.
2. The City's "Selection Committee" will be composed of various persons directly involved with this project or with the Construction Industry. They will evaluate each of the Qualifications Statements and may select 1 – 5 teams. These teams may be asked to answer additional questions and provide information for use during a final oral interview, if required. The Selection Committee may decide that some teams are more qualified than all of the others and a final selection may be made after the review of the Qualifications Statements only.
3. The Qualifications Statements will be evaluated based on the following:
 - Proven ability to track separate costs on multiple projects.
 - Written and presentation skills and the content of the answers to the questions.
 - Quality of project coordination, schedule, budget and overall construction experience.
 - Recommendations and comments from past clients.
 - Experience with similar projects.
 - Technical field proposal.
4. The review of the "Qualifications Statements" will take approximately two weeks. All participants will be notified in writing of the selection of the final interview list ("Short List"), if required. The selection of the teams on the "Short List", if required, should be completed within three weeks after submission of the "Qualifications Statement".

Award of Contract

The City will select construction firms from the list on a rotating basis. For each project, the next construction firm will be selected and requested to submit a proposal based upon a discussion of the required work. If the City is unable to negotiate a satisfactory agreement with the selected firm(s), it will undertake negotiations with the next ranked firm(s), and so on, until it has reached a satisfactory agreement(s). The agreement(s) will include consultation with City representatives during the development of the project scope and budget, the development of the design solution(s), preparing a construction schedule and budget, and providing all materials, labor and equipment for the complete construction of this project.

City's Rights and Options

The City reserves the right to postpone the selection process for its' own convenience, to cancel this RFQ at any time, and/or to reject any and all submissions without indicating any reason.

City's Policies

1. The City encourages participation by local, qualified firms in all aspects of contracting unless this project requires unusual or highly specialized services that are not available in the Sacramento area.
2. The City encourages participation by Minority, Women and Small Businesses.
3. It is the policy of the City of Sacramento to encourage participation of small business enterprises.
4. The attached ESBE Participation Form must be completed and submitted. Certified ESBE firms receive a 5% evaluation preference.

Qualifications Statement Format

1. Answer fully all of the following questions in any form or manner that you select.
2. Repeat the question at the heading of each of your answers.
3. The total allowable length of all submission materials, including your Qualifications Statement and any brochures or supplemental information may not exceed **fifteen (15)** standard (8-1/2" x 11") sized pages; exclusive of the technical field proposal, and any index or cover.
4. The City of Sacramento is looking for methods to expedite completion of small projects from field visit through completion.

Request for Qualifications Questions

1. Since all Design, and Construction teams and firms are not alike, describe, using specific examples, how your firm is uniquely qualified for this project. Give three specific examples of your team's strengths. What unique and special skills or experiences would your firm bring to this project?

2. Explain how your team will be organized. Provide detailed information about the personnel that will be assigned to this project. Who will be responsible for decision-making and describe why this process would be an advantage to the project?
3. The "Primary Team Members" are the licensed individuals being proposed as a member of the "Team", and as a minimum will include the following:
 - Teams that can complete on-site surveys with the City of Sacramento, and prepare field sketches, organize subcontractors, and prepare proposal within 72 hours.
 - Architects and engineers, when the project requires calculations or more complex design solutions.
 - General Contractor and any significant specialty Subcontractors important to this type of access/remodel project.

Give at least three examples of past access / remodel projects of similar scope and budget which each of the "Primary Team Members" have successfully completed in the last two years. Provide:

- A. Project names
 - B. Client name, address and telephone number
 - C. Project duration and completion date
 - D. Construction cost
 - E. Name of the individual from your firm who was responsible for majority of work
 - F. Describe how work was coordinated with on-going business operations, if any.
4. Describe "the critical path" and provide three specific problems, which occurred on your firm's recent projects, which affected the critical path, and what action was taken to resolve or minimize the problem.
 5. Describe your firm's/team's cost estimating methods for construction projects and give recent examples of how your estimates compared to actual construction costs.
 6. What procedures do your team members use to keep your client informed of project status regarding schedule, delays, cost expenditures and budget considerations?

Provide examples of how you track budget, expenditures, PCO's (Proposed Change Orders) and change orders on multiple small projects less than one approved budget.

7. Explain in detail how your company will provide participation of Emerging, Small and Minority Owned Business Enterprises.
8. Submit a detailed design, cost and schedule proposal for the technical field proposal (project to be issued at Pre-Proposal Conference).

APPROVED
BY THE CITY COUNCIL

MAY 11 1999

OFFICE OF THE
CITY CLERK

RESOLUTION NO. 99-218

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

RESOLUTION SUSPENDING COMPETITIVE BIDDING, AUTHORIZATION TO NEGOTIATE CONTRACTS WITH C & C CONSTRUCTION, HARBISON MAHONY HIGGINS, INC., TURNER CONSTRUCTION COMPANY AND UNGER CONSTRUCTION FOR BUILDING ACCESS MODIFICATIONS OF VARIOUS CITY OF SACRAMENTO BUILDINGS (CC00) AND, REJECTION OF BID FROM SUPERIOR ENTERPRISES, INC. (C731)

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:

1. In the best interest of the City of Sacramento, competitive bidding is hereby suspended for building access modifications of various City of Sacramento buildings (CC00);
2. The City Manager is hereby authorized to negotiate contracts C & C Construction, Harbison Mahony Higgins, Inc., Turner Construction Company and Unger Construction to design and construct building access modifications of various City of Sacramento buildings (CC00);
3. The City of Sacramento reject the bid of Superior Enterprises, Inc.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____