



MONROE CITY COUNCIL

Agenda Bill No. 20-084

SUBJECT:	<i>Authorize Mayor to Sign Contract with Garland/DBS, Inc. for the Monroe Boys and Girls Club Roof Retrofit Project</i>
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DATE:	DEPT:	CONTACT:	PRESENTER:	ITEM:
06/23/2020	Public Works Operations & Maintenance Division	Michael Tuomisto	Jakeh Roberts	Consent Agenda #4

Discussion: 10/22/2019; 12/10/2019; 03/24/2020; 06/09/2020

Attachments: N/A

REQUESTED ACTION:

Move to award the Boys & Girls Club Roof Retrofit Project, M2020-0013 to Garland/DBS, Inc. for \$203,835.81; authorize the Mayor to sign the Construction Contract thereto; and expressly authorize a contingency amount up to twenty percent to address further minor revisions as deemed necessary or appropriate per Section 5 of the Procurement Policies & Procedures.

POLICY CONSIDERATIONS

Section 5 of the Procurement Policies & Procedures states that projects costing more than \$100,000 but less than \$300,000 require City Council approval. Section 11.6 states that the City of Monroe may use cooperative purchasing.

The policy question for the City Council is; should the City continue to support completion of the grant funded improvements to the Monroe Boys and Girls Club?

DESCRIPTION/BACKGROUND

Under RCW 35A.33, the Council as the legislative body for the City, approved an Agreement with the Department of Commerce on October 22, 2019 to accept financial support in the form of a reimbursement grant to support the Monroe Boys and Girls Club by completing a replacement of the gym roof and gutter systems.

The competitive selection process for this contract was completed through the U.S. Communities Interlocal Cooperative Purchasing Agreement. The U.S. Communities process has been reviewed by City staff and found to be in compliance with state and local purchasing requirements.

City staff met with The Garland Company in December of 2019 to complete an assessment of the Boys and Girls Club roof. The inspection report provided by Garland showed that the flat roof section is near the end of its lifetime.

The five solution options proposed have life expectancies from 5-30 years. After careful consideration, the decision was made to choose the retrofit option because it has a 30 year life expectancy, and is less costly than a full roof replacement.

FISCAL IMPACTS

The cost for the project is not to exceed \$203,835.81 plus contingency allowed by policy. All costs for this agreement are to be reimbursed by the Washington State Department of Commerce upon completion of the agency's submittal and approval process. No match funding is required to be provided by the City of Monroe for this grant. The total grant award is \$454,720.

TIME CONSTRAINTS

Projects funded through this grant need to be completed by June 1, 2021, to ensure compliance with funding availability requirements.

ALTERNATIVES

1. Approve agreement contingent upon specified conditions.
2. Reject agreement and negotiate scope and fee with second most qualified firm. Due to the amount of time involved with this alternative the City's ability to complete the project within the required timeline may not be possible.