



## MEMORANDUM

**TO:** City Council

**FROM:** Bill Robeson, Assistant City Manager/Public Works Director

**BY:** Shannon Sweeney, City Engineer

**SUBJECT:** Consider Five Cities Fire Authority Apparatus Bay Doors Replacement Project, PW 2023-11, Notice of Award

**DATE:** April 9, 2024

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### **SUMMARY OF ACTION:**

Award a construction contract for the Five Cities Fire Authority (FCFA) Apparatus Bay Doors Replacement Project (Project) to Santa Barbara Overhead Door in the amount of \$117,875 and approve one budget adjustment.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

The FY 2023-24 budget includes \$115,000 of Local Sales Tax Funds for the Project.

Three bids were received by the bid opening date. Bids ranged from \$117,875 to \$198,213. The low bid of \$117,875 with a 10% contingency of \$11,788 totals \$129,663, which is \$14,663 over budget. ARPA savings are available to cover the \$14,663 over budget.

Staff requests the City Council approve a budget adjustment totaling \$130,000 from the American Rescue Plan Act (ARPA) Fund Balance to fund the City's full cost of the Project budget in FY 2023-24.

Staff time will be necessary during construction for project administration and management.

### **RECOMMENDATION:**

- 1) Award the contract for the FCFA Apparatus Bay Doors Replacement Project to Santa Barbara Overhead Doors in the amount of \$117,875;
- 2) Authorize the City Manager to approve change orders of 10% of the contract, \$11,788, for unanticipated costs during the construction phase of the project;
- 3) Approve one budget adjustment totaling \$130,000 of ARPA Funds; and

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- 4) Determine that this Project is categorically exempt from the California Environmental Quality Act (CEQA) under the Class 1 exemption, which applies to the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing structures, facilities, mechanical equipment, or topographical features where the project involves negligible or no expansion of existing or former use. (State CEQA Guidelines, § 15301.)

#### **BACKGROUND:**

The FCFA Station 1 was built in 1981 and the existing aluminum and glass panel roll up doors for the apparatus bay were installed in the new building that year. In 2003 the apparatus bay was expanded and the existing door 6 was re-located on the new exterior wall. These doors have been in operation for over 40 years. The existing doors are obsolete and some components for repair are no longer available. Parts from some doors are being used as replacement parts for more critical doors.

On January 3, 2024, City staff developed plans and specifications and posted a notice to bidders on the City's website along with reaching out to contractors that specialize in commercial sectional doors. On January 21, 2024, one bid was received for the project. The bid received was \$189,767, which was \$74,767 over the approved budget. Following bid opening, staff contacted other potential bidders who did not bid on the contract. Multiple other potential bidders indicated that they were unfamiliar with the bidding process and would bid if given the opportunity for a re-bid.

On [February 13, 2024](#), the City Council rejected all bids and directed staff to competitively rebid the Project.

On March 6, 2024, the project was readvertised with more emphasis on public project bidding requirements. On the opening date of March 21, 2024, three bids were received for the project, ranging from \$117,875 to \$198,213. Santa Barbara Overhead Door submitted the low bid of \$117,875. See Attachment 1 for the bid opening log sheet.

#### **ANALYSIS OF ISSUES:**

The lowest responsible bidder for construction of the project was Santa Barbara Overhead Door with a bid of \$117,875. This amount, plus contingency and all other anticipated costs are over the amount budgeted for this project in FY 2023-24, though significantly lower than the competing bids received.

Staff reviewed Santa Barbara Overhead Door's bid to verify conformance with the minimum specifications. The bid was found to be responsible and responsive. Staff contacted three references, two of which responded. The two references reached provided favorable responses to questions regarding both the product being installed and the contractor itself.

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Staff weighed the value of the project against the cost effectiveness of proceeding with a higher than budgeted bid. Given the high cost of competing bids, staff believes proceeding with the low bid received is warranted. Rebidding the Project is unlikely to result in a lower price.

Budget Adjustment

The Project was included in the FY 2023-24 budget with \$115,000 in Local Sales Tax funds. The ARPA fund has approximately \$360,000 in savings from the lower than anticipated Public Safety Camera System project cost. Staff recommends completing the Project with ARPA funds totaling \$130,000. The City has until December 31, 2024, to commit ARPA funds by way of a contract or purchase order. Interim US Treasury rules currently list December 31, 2026, as the deadline to spend these monies. The remaining ARPA funds will be incorporated into the CIP Update.

Projected Timeline

The tentative project schedule shows a door delivery deadline of mid-September 2024 with construction completion at the end of October 2024. The length of time required for completion of this project is due to the long lead time associated with door procurement.

**ALTERNATIVES:**

The following alternatives are provided for the Council's consideration:

1. Approve staff's recommendations;
2. Do not approve staff's recommendations and request further information;
3. Modify staff's recommendation and approve; or
4. Provide other direction to staff.

**ADVANTAGES:**

The apparatus bay doors of Station 1 are used multiple times daily. These doors are a crucial component that allow the firefighters to respond to fires and medical emergencies without delay. Replacing the apparatus bay doors will resolve issues with the obsolete existing doors which, even though they have been well maintained, have become too worn to keep up with demand and are becoming less serviceable. Replacement parts are no longer available. New updated safety features will reduce the chances of accidents with the doors. These new doors will provide decades more use for the fire station.

**DISADVANTAGES:**

During construction the contractor will need full access to the apparatus bay. Vehicles normally parked in the bay will need to be parked outside during installation for an undetermined amount of time to allow room for construction and ensure the trucks are not blocked in by construction activity.

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**ENVIRONMENTAL REVIEW:**

The Project is categorically exempt from the California Environmental Quality Act (“CEQA”) under the Class 1 exemption, which applies to the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing structures, facilities, mechanical equipment, or topographical features where the project involves negligible or no expansion of existing or former use. (State CEQA Guidelines, § 15301.)

**PUBLIC NOTIFICATION AND COMMENTS:**

The Agenda was posted at City Hall and on the City’s website in accordance with Government Code Section 54954.2.

**ATTACHMENTS:**

1. Bid Opening Log Sheet