



## Agenda Report

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**File #:** 20-0597

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### **REQUEST FOR CITY COUNCIL ACTION**

**DATE:** 07/15/20

**TO:** Honorable Mayor and City Council Members

**FROM:** Library and Recreation Services Department

**SUBJECT:**

City Council consideration of the rejection of all bids received for the Public Library Book Sorting Building Modifications, Notice of Inviting Bid (NIB) 20-025HC, and award the rebid, NIB 20-050HC, to Noble E&C, Inc., as the lowest responsive, responsible bidder.

**RECOMMENDED ACTION:**

**That the City Council:**

- a. Reject all bids received for the Public Library Book Sorting Building Modifications, NIB 20-025HC.
- b. Adopt the Plans and Specifications of the Rebid - Public Library Book Sorting Building Modifications, NIB 20-050HC.
- c. Award the bid to Noble E&C, Inc., the lowest responsive, responsible bidder, for the total amount of \$44,380, and waive any and all minor irregularities in the bidding documents as submitted by said bidder.
- d. Authorize the City Manager to execute the Construction Contract with Noble E&C, Inc., in the amount of \$44,380, and approve necessary change orders up to twenty five percent of the contract amount.
- e. Authorize the Purchasing Agent to issue a Purchase Order to Noble E&C, Inc. in the amount of \$44,380 for the construction services.

- f. Authorize an appropriation of \$63,463 from the Library Facilities Fee Fund 206 to the capital project titled "Library Automated Materials Handling System," Project 72590.

**ANALYSIS:**

In 2015, the Corona Public Library initiated automated book handling with the installation of the *Bibliotheca RFID check-out automation system* along with RFID security technology. The installation included three self-check-out machines, RFID tags, RFID security gates, and Liber8 software.

October 16, 2019, the City Council approved the equipment purchase of the Bibliotheca FlexAMH - Automated Materials Handling System (AMH) to reduce circulation desk staffing levels, increase accuracy, and eliminate the time needed to correct system errors to patron accounts. The agenda report is attached as Exhibit "A." To facilitate the installation of the new automated equipment, limited modifications are required to the library building. The Public Library Book Sorting Building Modifications project is the preparatory construction portion of the project. Staff is seeking City Council approval of the construction portion of the AMH project as the combined total of the equipment and building modifications exceeds the formal bidding and award threshold.

The scope of the construction work will consist of redesigning the book drop opening inside the library to accommodate the flexAMH conveyor system and the creation of a book drop in the building's exterior for after-hours returns.

The work is anticipated to be fully funded from Library Facilities Fee Fund 206. The project was initially advertised pursuant to formal Public Contract Code requirements and Chapter 3.08 of the Corona Municipal Code (CMC). A total of 55 contractors were solicited, and 13 contractors attended the initial job walk. On February 20, 2020, two (2) bids were received through the PlanetBids bidding service for NIB 20-025HC. City staff reviewed the bids and determined it would be in the City's best interest to reject all bids and rebid the project.

The second bidder filed a timely written bid protest alleging the apparent low bidder did not specify a subcontractor for the fire suppression system modifications and store front glass installation. Pursuant to the Subletting and Subcontracting Fair Practices Act of the Public Contract Code of the State of California (PCC section 4100 et seq), bidders are required to set forth the name, location of the place of business, contractor's license number, and public works contractor registration number (DIR registration number) of each subcontractor who will perform work or render services in excess of one-half of one percent of the Contractor's total bid price of a project. Staff evaluated both bids and determined it would be in the City's best interest to reject all bids as the apparent low bidder failed to list a subcontractor as required by PCC and the second bid exceeded the project budget.

The project was advertised a second time pursuant to Public Contract Code requirements and CMC Chapter 3.08, posted on the PlanetBids bidding platform where 105 contractors were solicited, and 8 prime, or general, contractors downloaded the bid documents. On June 18, 2020, one (1) bid was received through PlanetBids bidding service for NIB 20-050HC.

The following is a summary of the bid results and the Engineer's Estimate:

Vendor	City	Bid Amount
Engineer's Estimate		\$35,000 - \$45,000
<b>Noble E&amp;C, Inc</b>	<b>Diamond Bar, CA</b>	<b>\$44,380</b>

Staff reviewed the bid received and recommends awarding the contract based on the Bid Schedule for a total contract amount of \$44,380 to Noble E&C, Inc., as the lowest responsive, responsible bidder. All licenses and references for Noble E&C, Inc. have been reviewed and verified by City staff, and all other documentation is in order. The proposed construction contract with Noble E&C, Inc., is attached as Exhibit "B."

City staff will perform the construction management and inspection services. Construction is tentatively scheduled to commence in September 2020, with completion anticipated by November 2020.

**COMMITTEE ACTION:**

Not applicable.

**STRATEGIC PLAN:**

This item supports the City's Strategic Plan Goal 4: "Actively engaging in public and private partnerships to provide services and amenities."

**FISCAL IMPACT:**

The estimated construction costs for this project is outlined as follows:

Construction	\$44,380
Construction Support Services	\$ 7,988
<u>Contingency</u>	<u>\$11,095</u>
Total	\$63,463

In addition to base project costs, staff recommends 18% (\$7,988) to cover staff costs for construction support services, including construction management and required inspections, to which staff will charge their time directly to CIP Project 72590. Staff also recommends 25% (\$11,905) as a contingency sum to complete extra work resulting from unforeseen circumstances. The contractor's work includes, but is not limited to, selective demolition, performing modifications to the existing fire sprinkler system, electrical, and architectural alterations.

Approval of the recommended actions will result in an appropriation of \$63,463 from the Library Facilities Fee Fund 206 to the capital project titled "Library Automated Materials Handling System," Project 72590.

Fund	07/01/20 Est. Fund Balance	Budgeted Revenues/ Sources	Budgeted Expenditures/ Uses	Fund Balance Impacts	06/30/21 Est. Fund Balance

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Library Facilities Fee Fund 206	\$182,610	\$115,782	(\$1,919)	Appropriation (\$63,463)	\$233,010
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**ENVIRONMENTAL ANALYSIS:**

No environmental review is required because the proposed action is not a project governed by the California Environmental Quality Act.

**PREPARED BY:** KATHERINE BACKUS, MANAGEMENT ANALYST

**REVIEWED BY:** DAVID MONTGOMERY-SCOTT, LIBRARY AND RECREATION SERVICES DIRECTOR

**REVIEWED BY:** SCOTT BRIGGS, PURCHASING SPECIALIST V

**REVIEWED BY:** KIM SITTON, ACTING ADMINISTRATIVE SERVICES DIRECTOR

**REVIEWED BY:** ROGER BRADLEY, ASSISTANT CITY MANAGER

**SUBMITTED BY:** JACOB ELLIS, CITY MANAGER

**Attachments:**

1. Exhibit A - Agenda Report File #19-0877
2. Exhibit B - Construction Contract with Noble E&C, Inc.