



Agenda Item No. (3)

To: Building and Operating Committee/Committee of the Whole
Meeting of March 27, 2025

From: John R. Eberle, District Engineer
Denis J. Mulligan, General Manager

Subject: **APPROVE ACTIONS RELATIVE TO AWARD OF CONTRACT NO. 2024-BT-029, NOVATO BUS FACILITY DISPATCH AND FUEL ISLAND BUILDING ROOF REHABILITATION AND BUILDING EXTERIOR IMPROVEMENTS, TO PRO-EX CONSTRUCTION, INC.**

Recommendation

The Building and Operating Committee recommends that the Board of Directors approve the following actions relative to Contract No. 2024-BT-029, *Novato Bus Facility Dispatch and Fuel Island Building Roof Rehabilitation and Building Exterior Improvements*, as follows:

1. Approve award of Contract No. 2024-BT-029, to Pro-Ex Construction, Inc., of Rancho Cordova, CA, in the amount of \$331,750;
2. Establish a construction contingency for Contract No. 2024-BT-029 in the amount of \$49,762, equal to 15% of the contract award amount; and,
3. Authorize an increase in the amount of \$119,512 in the FY 24/25 Bus Division Capital Budget for Project #2435, *D2 Dispatch & Fuel Island Building Roof Rehabilitation* to be funded with District reserves, for a revised total project budget of \$710,512.

This matter will be presented to the Finance-Auditing Committee at its March 27, 2025, meeting for concurrence, and to the Board of Directors at its March 28, 2025, meeting for appropriate action.

Summary

The Golden Gate Bridge, Highway and Transportation District's (District) Bus Division operates commuter bus service out of four (4) dispatch, parking, and maintenance facilities, namely, the San Rafael Bus Facility (D1), the Novato Bus Facility (D2), the Santa Rosa Bus Facility (D3) and the San Francisco Bus Facility (D4).

The Novato Bus Facility is located at 801 Golden Gate Place, Novato, CA, and includes a dispatch building, a fuel island and maintenance building, a wash rack, underground diesel fuel storage tanks, a bus parking lot, and an employee parking lot. The dispatch building is approximately

1,200 square feet and includes office space, restrooms, and a break room for Bus dispatch staff and drivers. The fuel island building is approximately 3,000 square feet and includes fuel pumps, bus cleaning areas, and facilities and tools for minor bus maintenance. The buildings were constructed in 1975 and consist in general of metal wall framing, corrugated metal roof, metal siding, and aluminum windows. The roof and windows are at the end of their useful life, and minor leaks have been reported. In order to maintain the facility in a state of good repair, this project will replace the windows with new double-pane aluminum windows and rehabilitate the roof with a Sprayed Polyurethane Foam (SPF) roofing system over the existing corrugated metal roof. In addition, the project will install a manual switch at the main electric service panel to allow a temporary generator to be connected in case PG&E power is shut off in the area.

Engineering staff collaborated with Bus Division staff to develop a construction project, Contract No. 2024-BT-029, *Novato Bus Facility Dispatch and Fuel Island Building Roof Rehabilitation and Building Exterior Improvements*, for implementing the facility improvements. The project scope involves, in general, the following:

- Repairing the existing corrugated metal roof and installing the SPF roofing system over the dispatch and fuel island building's metal decking roofs.
- Removing and replacing the fuel island building's skylights.
- Removing and replacing the dispatch and the fuel island building's windows.
- Cleaning and painting the dispatch and fuel island building's exterior surfaces.
- Furnishing and installing a quick connect switch for a portable generator.

On January 16, 2025, the bid solicitation documents were posted on Bonfire, the District's public procurement portal. In addition, the solicitation was advertised several times in the Marin Independent Journal and the Small Business Exchange. A courtesy message notifying disadvantaged and small businesses was sent to approximately 1,740 email addresses. Seventeen firms downloaded the solicitation documents from the District's procurement portal. A pre-proposal meeting was held on January 29, 2025, at the project site with representatives from the District's Engineering Department and Disadvantaged Business Enterprise (DBE) Program Office. On the bid opening date of February 20, 2025, three (3) bids were received, opened, and publicly read:

	<u>COMPANY</u>	<u>TOTAL BID PRICE</u>
1.	Pro-Ex Construction, Inc., Rancho Cordova, CA	\$331,750.00
2.	Caliber Contracting Services, Fresno, CA	\$354,000.00
3.	CWS Construction Group, Inc., Novato, CA	\$456,000.00

Engineering staff, the District's DBE Program Office, and District's Attorney evaluated the bid proposals for completeness and conformance with the criteria that was specified in the bid solicitation. The bid proposals from Pro-Ex Construction, Inc., and CWS Construction Group, Inc., were determined to be complete and responsive to the solicitation. The bid proposal from Caliber Contracting Services was determined to be non-responsive.

The low bid proposal from Pro-Ex Construction, Inc., is within 1% of the engineer's estimate that was established for the project budget. Engineering staff has determined that Pro-Ex Construction, Inc.'s overall pricing reflects the current market conditions and is fair and reasonable.

A Small Business Enterprise (SBE) contract-specific goal of 8.5% was established for this contract. Bidders were required to document their activities in the solicitation and selection process of subcontractors, subconsultants, and suppliers to ensure that this process was carried out in a nondiscriminatory manner. The District's DBE Program Office has determined that Pro-Ex Construction, Inc. is an SBE contractor and has met the 8.5% SBE project goal. At this time, SBE participation of approximately 97.5% is anticipated during the performance of this contract.

Engineering staff and the District's Attorney have determined that Pro-Ex Construction, Inc., with a bid price of \$331,750, is the lowest responsive and responsible bidder. Staff recommends award of Contract No. 2024-BT-029 to Pro-Ex Construction, Inc.

Staff also recommends that a construction contingency in an amount of \$49,762, or 15% of the construction contract's total price, be established for Contract No. 2024-BT-029, considering the possibility of unforeseen circumstances arising during construction of this Project.

Engineering staff has performed an analysis of the level of effort necessary for staff to perform construction management and administration during the project construction and have estimated that the project's staff budget should be increased by \$105,500 (labor, fringe, and indirect costs).

Fiscal Impact

Project #2435, *D2 Dispatch & Fuel Island Building Roof Rehabilitation*, is included in the FY 24/25 Bus Division Capital Budget in the amount of \$591,000 and is 100% District-funded.

The proposed actions relative to the award of construction Contract No. 2024-BT-029 would result in a \$119,512 increase to the total project budget as shown in Table 1 below. The revised total project budget of \$710,512 will be 100% District-funded.

TABLE 1: PROJECT BUDGET – #2435, D2 Dispatch & Fuel Island Building Roof Rehabilitation

DESCRIPTION	CURRENT PROJECT BUDGET	PROPOSED ADJUSTMENT	TOTAL PROPOSED PROJECT BUDGET
District Staff Labor/Fringe	\$128,000	\$75,000	\$203,000
Indirect Costs	\$63,500	\$30,500	\$94,000
General Project Expenditures	\$5,000	\$0	\$5,000
Printing & Advertising	\$8,000	\$0	\$8,000

Prelim Invest/Design Consultant	\$10,000	\$0	\$10,000
Permit and Fees (PG&E)	\$0	\$1,000	\$1,000
Prime Construction Contract	\$335,000	(3,250)	\$331,750
Prime Construction Contract Contingency (10%)	\$33,500	\$16,262	\$49,762
Construction Engineering (Electrical Consultant)	\$8,000	\$0	\$8,000
TOTAL	\$591,000	\$119,512	\$710,512