



COUNTY OF HUMBOLDT

For the meeting of: 5/21/2024

File #: 24-838

To: Board of Supervisors
From: County Administrative Office

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Bid Award Authorization for the District Attorney's Office Flooring Project (Project Number 2023-103)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Receive and file the bids for construction of the District Attorney's Office Flooring Project;
2. Award the District Attorney's Office Flooring Project to the lowest responsible and responsive bidder, Adams Commercial General Contracting, Inc.;
3. Authorize the Purchasing Agent to execute a construction agreement for the District Attorney's Office Flooring Project with Adams Commercial General Contracting, Inc. that is substantially similar to the attached sample agreement, after review and approval by County Counsel and Risk Management; and
4. Authorize the Purchasing Agent to execute contract change orders for the District Attorney's Office Flooring Project up to the maximum amount of Thirty-Eight Thousand Eight Hundred Seventy-Four Dollars (\$38,874.00).

STRATEGIC PLAN:

The recommended actions support the following areas of the Board of Supervisors' Strategic Plan:

Area of Focus: Core Services/Other

Strategic Plan Category: 1001 -Support and sustain partnerships between public safety and partner agencies to enhance public safety in our communities

DISCUSSION:

On October 20, 2022, the County of Humboldt entered into a consultant services agreement with Nichols, Melburg and Rossetto Architects for professional design services related to tenant improvements to the Humboldt County District Attorney's Office for remediation of barriers to access as defined under the Americans with Disabilities Act ("ADA") and to correct deferred maintenance deficiencies. The Humboldt County Compliance Team worked with the Humboldt County Department of Public Works, Information Technology, the District Attorney's Office, Conflict Counsel, and Nichols, Melburg and Rossetto Architects in developing the phasing plan and scope of the District Attorney's Office Flooring Project. The District Attorney's Office Flooring Project is in line with the County of Humboldt's Facilities Master Plan by investing in facilities owned by the County of Humboldt and improving ADA accessibility.

The District Attorney's Office Flooring Project consists of flooring replacement for the District Attorney's Office located on the fourth floor of the Humboldt County Courthouse at 825 Fifth Street, Eureka, California. The work includes removing and disposing of the existing deteriorated carpeting, repairs to light weight concrete flooring substrate, disassembly, relocation and reinstallation of furniture in the space using professional movers, installation of new low maintenance, non-wax, premium vinyl commercial flooring, new baseboard and paint in select areas inside the office and public hallways. The proposed flooring is the same type that has been proposed for use in other areas of the courthouse which provides for a consistent and contemporary look and feel as well as promotes consistent maintenance processes and procedures throughout the building. The Humboldt County ADA Compliance Team worked

with custodial staff from the Humboldt County Department of Public Works for the approval of the product selection for the proposed replacement flooring.

The existing flooring in the District Attorney’s Office is severely deteriorated and is beyond its useful lifespan and constitutes a risk to occupant safety due to rips and tears in the carpet that are prevalent throughout the office space. Currently, strips of duct tape are being used throughout the office space to mend tears and hold the existing carpet down to the concrete substrate.

Disruptive work will be conducted outside of normal business hours in an effort to limit impacts on programs, services, and activities offered within the building.

On November 28, 2023, the Humboldt County Board of Supervisors (“Board”) authorized the District Attorney’s Office Flooring Project to be advertised for public bid. On January 9, 2024, the County of Humboldt received and opened the one (1) bid submitted by Adams Commercial General Contracting, Inc. in the amount of Three Hundred Eighty-Eight Thousand Seven Hundred Forty-Four Dollars (\$388,744.00).

The bid submitted by Adams Commercial General Contracting, Inc. was at the upper end of the project budget. Since only one (1) responsive bid was submitted, staff worked with Adams Commercial General Contracting, Inc. to reduce the project scope so the project construction costs were within the funds budgeted for the District Attorney’s Office Flooring Project and allowed for contingencies to cover any unexpected anomalies discovered during construction.

Discussions regarding the project scope involved the ability to relocate some staff temporarily as to reduce the project from ten (10) total phases down to five (5) phases. The County of Humboldt was able to accommodate by temporarily relocating identified staff to the currently vacant space at 515 J Street. Because of the reduction of phases, Adams Commercial General Contracting, Inc. was able to reduce the project bid down to a base bid amount of Three Hundred Thirty-Nine Thousand Eight Hundred Forty Dollars (\$339,840.00). Staff recommends that the Board, award the project at the base bid amount of Three Hundred Eighty-Eight Thousand Seven Hundred Forty-Four Dollars (\$388,744.00). Once the project is awarded and Adams Commercial General Contracting, Inc. is under contract, Adams Commercial General Contracting, Inc. will provide the County of Humboldt with a credit in the amount of Forty-Eight Thousand Nine Hundred Four Dollars (\$48,904.00) through the change order process.

SOURCE OF FUNDING:

District Attorney Asset Forfeiture Fund (3921)

FINANCIAL IMPACT:

Expenditures (1100-205)	FY23-24	FY24-25
Budgeted Expenses	\$10,000.00	\$345,000.00
Total Expenditures	\$10,000.00	\$345,000.00
Funding Sources (1100-205)	FY23-24	FY24-25
Asset Forfeiture	\$10,000.00	\$345,000.00
Total Funding Sources	\$10,000.00	\$345,000.00

**Projected amounts are estimates and are subject to change.*

The total costs associated with the District Attorney’s Office Flooring Project are estimated at Three Hundred Forty-Eight Thousand Three Hundred Forty Dollars (\$348,340.00). This includes the Adams Commercial General Contracting, Inc. base bid amount of Three Hundred Eighty-Eight Thousand Seven Hundred Forty-Four Dollars (\$388,744.00) minus the negotiated credit for a reduction in project phases in the amount of Forty-Eight Thousand Nine Hundred Four Dollars (\$48,904.00) plus design costs in the amount of Eight Thousand Five Hundred Dollars (\$8,500.00). The negotiated credit will be realized as part of a project change order that will be issued in the amount of Forty-Eight Thousand Nine Hundred Four Dollars (\$48,904.00) once the project is awarded.

The District Attorney’s Office budget unit 1100-205 has sufficient funds budgeted in the current fiscal year and has sufficient funds budgeted in the proposed fiscal year 2024-2025. As a result, the recommended actions will not impact the Humboldt County General Fund.

STAFFING IMPACT:

The recommended actions will not impact current staffing levels.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to not award the District Attorney's Office Flooring Project to Adams Commercial General Contracting, Inc. However, this is not recommended as the current floor coverings in the District Attorney's Office have exceeded their useful life and because of rips and tears in the flooring may constitute a risk to occupant safety and pose tripping hazards.

ATTACHMENTS:

1. Bid Results - District Attorney's Office Flooring Project
2. Construction Agreement - Adams Commercial General Contracting, Inc.

PREVIOUS ACTION/REFERRAL:

Meeting of: 11/28/2023

File No.: 23-1398