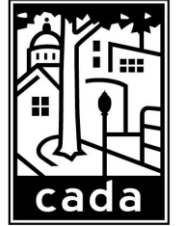


June 23, 2023



TO: CADA Board of Directors

**SUBJECT: June 30, 2023 Board Meeting
AGENDA ITEM 9
REJECTION OF BIDS AND SHORT-TERM EXTENSION OF CONTRACT WITH
ROSEVILLE FLOORING, INC.**

CONTACT: Tara Gandara, Contracts & Office Manager/Board Secretary
Frank Czajka, Construction Manager
Russ Juneau, Facilities Maintenance Manager

RECOMMENDED ACTION:

Staff recommends the Board take the following actions:

1. Adopt a resolution to reject all bids received for the "Fiscal Year 2022-2023 Floor Coverings Repair and Replace – Various Locations" project, and
2. Adopt a resolution authorizing the Executive Director to enter into a First Amendment to the contract with Roseville Flooring, Inc. to extend its contract by up to 90 days and up to a \$105,000 increase.

BACKGROUND

In June 2021, CADA and Roseville Flooring, Inc. entered into a contract under which Roseville Flooring, Inc. agreed to provide FY Floor Coverings Repair and Replace services. The contract allowed for a one-year renewal, which will expire on June 30, 2023.

On May 23, CADA issued a request for bids for "Fiscal Year 2022-2023 FY Floor Coverings Repair and Replace - Various Locations." Two vendors, Roseville Flooring, Inc. and Rebuildit, Inc., returned bids by the June 14th due date.

Staff opened and reviewed the bids and determined that Rebuildit, Inc. was fully responsive to CADA's requests for bids and that Roseville Flooring, Inc. was non-responsive. Subsequently, in further reviewing the bids staff discovered the CADA bid package included a Bid Schedule form which did not include plank flooring as a required item and which will drastically affect the bid totals. Consequently, staff has concluded that it is in the best interests of CADA to reject both bids and issue a new request for bids that includes plank flooring in the bid schedule. This will result in bids that reflect the full scope of work for this project.

ANALYSIS

To prevent an interruption in service while CADA revises and re-issues the bid package, receives bids, and prepares a recommendation to bring to the Board at the August meeting, staff is recommending

the Board authorize staff to prepare, and the Executive Director to execute, an amendment to the Roseville Flooring, Inc. contract that extends its expiration date from June 30 to September 30, 2023.

Staff will re-issue the bid package as soon as it has been prepared. The bid package will be revised to include plank flooring on the bid schedule in order to obtain the most accurate bids.

POLICY ISSUES

The Roseville Flooring, Inc. contract for FY 2022-2023 is valued at \$385,000 reflecting the \$195,992 change order, which was approved by the Board in May of this year, to the original \$189,008 contract. Staff have discussed the proposed 90-day contract extension with Roseville Flooring, Inc. and they have agreed to extend this contract at a rate of \$35,000 per month, or \$105,000, for the 90 days. The Executive Director's contract-signing authority is capped at \$50,000. Therefore, extending the contract by 90 days requires Board approval.

FISCAL IMPACTS

The current Roseville Flooring, Inc. contract is valued at \$385,000 inclusive of the change order approved by the Board in May. The proposed 90-day extension increases that amount by \$105,000, to \$490,000.

CONTRACT AWARD CONSIDERATIONS

Contracts with a value of more than \$50,000 or more require Board approval. The contract will be executed before June 30.

ENVIRONMENTAL CONSIDERATIONS

Not applicable. The proposed action is an administrative matter, and is not a project subject to the guidelines of the California Environmental Quality Act (CEQA).

Attachments:

1. Bid Tabulation Form – FY Floor Coverings Repair and Replace
2. Resolution



CAPITOL AREA DEVELOPMENT AUTHORITY — Bids Received

Project: *FY Floor Covering Repair & Replacements – Various Locations, Sacramento – FY 2023-2024*

Bid Opening: *Wednesday, June 14, 2023 @ 2:30 p.m. @ 1522 14th Street, Sacramento*

	Name of Company	Bid
1.	<i>RESIDENT</i>	<i>188,375</i>
2.	<i>ROSEVILLE FLOORING INC DSA (A) RENOVATION</i>	<i>381,650 NR*</i>
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Verified: *6/14/2023*
Date

[Signature]
Signature

[Signature]
Signature

**NR = Non Responsive*

RESOLUTION NO. 23 – 26

Adopted by the Capitol Area Development Authority

June 30, 2023

RESOLUTION AUTHORIZING THE REJECTION OF FY 2023-2024 FLOOR COVERINGS REPAIR AND REPLACE BIDS AND THE SHORT-TERM EXTENSION OF THE CONTRACT WITH ROSEVILLE FLOORING, INC.

WHEREAS, in June 2021, CADA and Roseville Flooring, Inc. entered into a contract under which California Renovation agreed to provide FY Floor Coverings Repair and Replace services; and

WHEREAS, on May 23, 2023 CADA issued a request for bids for "Fiscal Year 2022-2023 FY Floor Coverings Repair and Replace - Various Locations" and two vendors, Roseville Flooring, Inc. and Rebuildit, Inc., returned bids by the June 14th due date; and

WHEREAS, staff reviewed the bids and determined Rebuildit, Inc. was fully responsive and Roseville Flooring, Inc. was non-responsive to CADA's requests for bids; and

WHEREAS, in reviewing the bids, staff discovered the incorrect Bid Schedule form was used which will drastically affect the bid totals; and

WHEREAS, staff has concluded that it is in the best interests of CADA to issue a new request for bids that captures the correct information regarding the missing plank flooring for more accurate numbers.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors that:

All bids received in response to the request for bids for "Fiscal Year 2022-2023 FY Floor Coverings Repair and Replace - Various Locations" are hereby rejected; and the Executive Director is hereby authorized to enter into a First Amendment to the contract with Roseville Flooring, Inc. to extend the contract by up to 90 days.

Ann Bailey, Chair

ATTEST:

Tara Gandara
Secretary to the Board of Directors