



September 22, 2023

**TO:** CADA Board of Directors

**SUBJECT: September 29, 2023 Board Meeting  
AGENDA ITEM 11  
FY 2023-2024 FLOOR COVERINGS REPAIR AND REPLACEMENT  
CONTRACT**

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

**RECOMMENDED ACTION:**

Staff recommends that the Board, by resolution, award the FY 2023-2024 Floor Coverings Repair and Replacement contract to Roseville Flooring, Inc. dba California Renovations in an amount not-to-exceed \$250,000.

**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 Replacement services. The contract allowed for a one-year renewal, which will expire on June 30, 2023.

On May 23, 2023 CADA issued a request for bids for "Fiscal Year 2023-2024 FY Floor Coverings Repair and Replace - Various Locations." Two vendors, Roseville Flooring, Inc. and Rebuildit, Inc., returned bids by the June 14<sup>th</sup> 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 concluded that it would be 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 would result in bids that reflect the full scope of work for this project.

The FY Floor Coverings Repair and Replacement contract being recommended for approval at this meeting was re-advertised on July 14, 2023 in accordance with CADA's formal bid procedures using a revised scope of work and bid schedule. On July 27, 2023, Roseville Flooring, Inc. dba California Renovations was the lowest bidder. (Please see **Attachment 1: Bid Tabulation Form**). There was a question regarding responsiveness for both Roseville Flooring, Inc. and the other bidder, Rebuildit, Inc., due to lack of the required proof of DIR registration. This irregularity was waived due to the fact that neither company submitted the proper proof, but both are current contractors with CADA on public works contracts and both are registered with the DIR. Roseville Flooring's bid amount was the

low bid at \$12,931.25 monthly, or \$155,175 annually. Roseville Flooring is CADA's FY Floor Coverings Repair and Replacement provider currently and has performed this duty since 2019.

### **POLICY ISSUES**

This contract comes before the Board for approval because the proposed contract amount exceeds the Executive Director's \$50,000 contract authority.

### **STRATEGIC PLAN**

This action supports the achievement of CADA's goals to create a sustainable neighborhood and be a leader in urban properties management.

### **FISCAL IMPACTS**

The proposed not-to-exceed contract amount of \$250,000 (approximately \$20,830 monthly) will cover the regular services requested during the year. While this is the total annual contract amount, the current prorated fiscal impact to CADA for the remaining term of this contract, October 1st, 2023 through June 30th, 2024, will be \$187,500. This amount, in addition to the previously approved amendment amount, is within the current budget.

### **CONTRACT AWARD CONSIDERATIONS**

Contracts with a value of more than \$50,000 or more require Board approval. The contract will be executed before September 30th, 2023.

### **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
2. Resolution 23-45




CAPITOL AREA DEVELOPMENT AUTHORITY — Bids Received

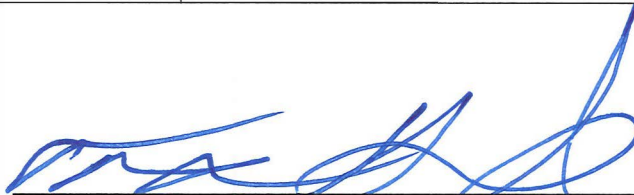
**Project: FY Floor Covering Repair & Replacements – Various Locations, Sacramento – FY 2023-2024**

**Bid Opening: Thursday, July 27, 2023 @ 2:15 p.m. @ 1522 14<sup>th</sup> Street, Sacramento**

	Name of Company	Bid
1.	ROSEVILLE FLOORING INC.	155,175.00
2.	REBUILD IT INC.	487,105.00
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Verified: 7/27/2023  
Date

  
Signature

  
Signature

**RESOLUTION NO. 23 - 45**

Adopted by the Capitol Area Development Authority

September 29, 2023

**RESOLUTION AWARDING A  
FY 2023-2024 FLOOR COVERINGS REPAIR AND REPLACEMENT CONTRACT  
TO ELITE SERVICE EXPERTS, INC.**

**WHEREAS**, on May 23, 2023 CADA issued a request for bids for "Fiscal Year 2023-2024 FY Floor Coverings Repair and Replace - Various Locations" and two vendors, Roseville Flooring, Inc. and Rebuildit, Inc., returned bids by the June 14<sup>th</sup> due date.

**WHEREAS**, in 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

**WHEREAS**, staff concluded that it would be 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, and

**WHEREAS**, the FY Floor Coverings Repair and Replacement contract being recommended for approval at this meeting was re-advertised on July 14, 2023 in accordance with CADA's formal bid procedures using a revised scope of work and bid schedule, and

**WHEREAS**, on July 27, 2023, staff opened bids and determined that Roseville Flooring, Inc. dba California Renovations was the lowest responsible, responsive bidder.

**NOW, THEREFORE, BE IT RESOLVED** by the Capitol Area Development Authority that:

The Executive Director is hereby authorized on behalf of the Authority to enter into a FY 2023-2024 Floor Coverings Repair and Replacement contract for nine (9) months with Roseville Flooring, Inc. dba California Renovations with the option to extend the contract for one (1) one (1) year term.

The total compensation payable under the first year of the contract shall not exceed Two Hundred Fifty Thousand Dollars (\$250,000).

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Ann Bailey, Chair

ATTEST:

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Tara Gandara  
Secretary to the Board of Directors