



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

29

2. Council Meeting Date:

June 12, 2014

TO: MAYOR & COUNCIL

3. Date Prepared: May 12, 2014

THROUGH: CITY MANAGER

4. Requesting Department:
City Manager – Building & Facilities

5. SUBJECT: Amendment No. 1 to Agreement BF3-910-3249 for Roofing Repair & Maintenance

6. RECOMMENDATION: Approval of Amendment No. 1 to Agreement BF3-910-3249 for Roofing Repair & Maintenance with VIP Roofing in an amount not to exceed \$90,000.00 for a revised total contract amount not to exceed \$139,000.00 for a two-year period.

7. BACKGROUND/DISCUSSION: Roof leaks are a major concern and can cause significant damage to equipment and documents. Every effort is made to minimize leaks; however, due to the variety of roof materials and the extreme weather conditions in our area, the roofs on City buildings require constant inspection as well as maintenance. The roof repair and maintenance contract will enable Building and Facilities to have regularly scheduled inspections performed by experts in the field of roofing as well as any maintenance and repair issues that may arise. These inspections will detect problems before they cause any damage. By having the service provider on contract, the City will be given priority status in the event of an emergency and discount pricing on labor and materials. Forty seven (47) roofs are on the inspection and maintenance program. Thirteen (13) of these roofs are inspected and cleaned quarterly and thirty four (34) are performed semi-annually. Certain roofs require more frequent inspections and cleaning due to the location of mature trees that drop litter and debris. The annual cost for this maintenance program is \$30,000.00 for a total two year cost of \$60,000.00.

Building and Facilities is scheduled to repair the roofs at Fire Station #6 and Fire Station #7 this year. The bay roofs on both these stations need repairs that go beyond the normal maintenance. The cost for repairs is \$15,000.00 for both stations. This work will extend the warranty of both roofs for an additional twelve years. The remaining funds requested (\$15,000.00) will cover any incidental repairs needed due to storm damage or new mechanical roof work that require roofing modifications.

8. EVALUATION PROCESS: An Invitation for Bid (IFB) was issued on April 26, 2013. The bid was advertised and all registered vendors were notified. Eight (8) responses were received and evaluated. An award was made to VIP Roofing for a two year period, July 1, 2013, through June 30, 2015, with options to renew for three additional one-year periods, for an amount not to exceed \$49,000 per year. Because the amount was below Council approval limit, the City Manager signed and approved the agreement. Due to the increase in projects the amount needed now requires Council approval. Scope of the agreement allows for the needed work to be completed. Staff has been satisfied with the quality of product and service provided by VIP Roofing and a contract was established to allow for additional projects to be completed on an as-needed basis.

9. FINANCIAL IMPLICATIONS:

Costs:

Original Contract	\$ 49,000.00
<u>Amendment No. 1</u>	<u>\$ 90,000.00</u>
Revised Contract Amount	\$139,000.00

Fund Source:

<u>Program Name</u>	<u>Account Number</u>	<u>Funds</u>
Existing City Bldg Renovations	401.3210.6210.6GG628	\$ 50,000.00
Building Repair and Maintenance	101.3200.5410	\$ 40,000.00

10. PROPOSED MOTION: Move to approve Amendment No. 1 to Agreement BF3-910-3249 for Roofing Repair & Maintenance with VIP Roofing in an amount not to exceed \$90,000.00 for a revised total contract amount not to exceed \$139,000.00 for a two-year period.

ATTACHMENT: Amendment No. 1

APPROVALS

11. Requesting Department

Kris Kircher, Facilities Maintenance Manager

12. Department Head

Marsha Reed

Marsha Reed, Assistant City Manager

13. Procurement Officer

Raquel McMahon
Raquel McMahon, CPPB

14. City Manager

Rich Dlugas
Rich Dlugas

AMENDMENT NUMBER ONE
TO AGREEMENT BETWEEN THE CITY OF CHANDLER
AND
VIP ROOFING SERVICES, LLC
FOR ROOFING REPAIR & MAINTENANCE
AGREEMENT NO. BF3-910-3249

This Amendment No. One to that certain Agreement between the City of Chandler (CITY) and VIP Roofing Services, LLC (CONTRACTOR) for Roofing Repair & Maintenance dated July 1, 2013 is entered into this 28 day of May, 2014.

WHEREAS, a two year AGREEMENT with three (3) additional one year renewal options was awarded to VIP Roofing Services, LLC for Roofing Repair & Maintenance.

NOW THEREFORE, the parties agree as follows:

1. Section 4, Price of the AGREEMENT is hereby amended to read as follows:

CITY shall pay to CONTRACTOR an amount not to exceed One Hundred Thirty Nine Thousand Dollars (\$139,000), for the period from July 1, 2013 through June 30, 2015, for the completion of all the work and services described herein, which sum shall include all costs or expenses incurred by CONTRACTOR, payable as set forth in Exhibit C of original Agreement and incorporated by reference in its entirety and which shall remain in full force and effect.

2. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect. All terms and conditions in the original Agreement and Amendment One not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this 28 day of May, 2014.

CITY OF CHANDLER:

By: _____
Mayor

APPROVED AS TO FORM:

City Attorney *CH*

ATTEST:

City Clerk

CONTRACTOR:

By: 
Title: President, VIP Roofing Services LLC

ATTEST: (If corporation)


Secretary - Elizabeth Palacios, Office Manager