PURCHASING ITEM
FOR
COUNCIL AGENDA

1. Agenda Item Number: 31

2. Council Meeting Date: August 13, 2015

TO: **MAYOR & COUNCIL**

THROUGH: **CITY MANAGER**

3. Date Prepared: July 30, 2015

4. Requesting Department: City Manager – Building & Facilities

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

6. RECOMMENDATION: Staff recommends City Council approve Amendment No. Two to Agreement No. BF3-910-3249, with VIP Roofing Services, LLC, for Roofing Repair & Maintenance in an amount not to exceed $90,000.00 for a one 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. This roof repair and maintenance agreement 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 an agreement in place with the service provider, the City will be given priority status in the event of an emergency and discount pricing on labor and materials.

Building and Facilities has scheduled to repair the roof at the Environmental Education Center during this term of the agreement.

8. EVALUATION PROCESS: On June 27, 2013, Council approved Agreement No. BF3-910-3249 with VIP Roofing Services, LLC, for roofing repair and maintenance in an amount not to exceed $98,000.00 for a two-year period, with provisions to extend for three additional one year periods. Amendment No. One was approved by Council on June 29, 2014, for a revised not to exceed amount of $139,000.00. This amendment was needed due to an increase in projects and repairs.

The term of this Agreement is July 1, 2015, through June 30, 2016. Services have been provided during the past month as part of a temporary extension to this agreement, while staff worked with the vendor to finalize Amendment No. Two. This is the first renewal option to this agreement. Staff has been satisfied with the quality of product and service provided by VIP Roofing. VIP Roofing has agreed to extend the agreement for a one year period with no price increase.

9. FINANCIAL IMPLICATIONS:

Costs:	$ 90,000.00
Savings:	N/A
Long Term Costs	N/A

Fund Source:

Program Name	Account Number	Funds
Existing City Bldg Renovations	401.3210.6210.6GG628	$ 50,000.00
Building Repair and Maintenance	101.3200.5410	$ 40,000.00
		$90,000.00

10. PROPOSED MOTION: Move City Council approve Amendment No. Two to Agreement BF3-910-3249 with VIP Roofing Services, LLC, for roofing repair and maintenance in an amount not to exceed $90,000.00 for a one year period.

ATTACHMENT: Amendment No. Two

APPROVALS	
11. Requesting Department Kris Kircher, Facilities Maintenance Manager	**12. Department Head** Marian Norris, Assistant to City Manager
13. Procurement Officer Raquel McMahon, CPPB	**14. Acting City Manager** Marsha Reed

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

This Amendment No. Two 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 ___ day of _____, 2015.

WHEREAS, the parties entered into agreement for two (2) years with provisions to extend for three (3) additional one year terms. This is the first renewal option.

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 Ninety Thousand Dollars ($90,000), 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 the original Agreement and incorporated by reference in its entirety and which shall remain in full force and effect.

2. Section 5.1 of the Agreement, as amended, is to extend the term of the agreement for a one-year period from July 1, 2015 through June 30, 2016.

3. 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 Agreement 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 ___ day of _____, 2015.

CITY OF CHANDLER:

By: _____
Mayor

APPROVED AS TO FORM:

_____
City Attorney (kb)

ATTEST:

_____

CONTRACTOR:

By: _____
Title: President, VIP Roofing Svcs LLC

ATTEST: (If corporation)

_____
Secretary – Zona Michelena, Mktng Mgr