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**Title:** CONSIDER AWARDING A PUBLIC WORKS AGREEMENT TO INTERIOR PLUS, INC. FOR PROJECT NO. 1731: CITY HALL BASEMENT/EMERGENCY OPERATIONS CENTER RENOVATION AND CONSIDER ADOPTING RESOLUTION NO. 24-067, AMENDING THE FISCAL YEAR 2024-25 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS, AND AMENDING THE FISCAL YEAR 2024-25 CAPITAL IMPROVEMENT PROGRAM TO INCORPORATE PROJECT NO. 1731 (CITY COUNCIL)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Exhibit No. 1\_Public Works Contract Interior Plus, 2. Exhibit No. 2 Resolution No. 24-067, 3. Exhibit No. 3\_IFB 24-07 - Special Provisions, 4. Exhibit No. 4\_IFB 24-07 - Technical Specifications

| Date | Ver. | Action By | Action | Result |
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**Report to Mayor and City Council**

Tuesday, July 02, 2024

Consent

**SUBJECT:**

**CONSIDER AWARDING A PUBLIC WORKS AGREEMENT TO INTERIOR PLUS, INC. FOR PROJECT NO. 1731: CITY HALL BASEMENT/EMERGENCY OPERATIONS CENTER RENOVATION AND CONSIDER ADOPTING RESOLUTION NO. 24-067, AMENDING THE FISCAL YEAR 2024-25 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS, AND AMENDING THE FISCAL YEAR 2024-25 CAPITAL IMPROVEMENT PROGRAM TO INCORPORATE PROJECT NO. 1731 (CITY COUNCIL)**

**I. SUMMARY**

On April 4, 2024, an Invitation for Bids (IFB) was issued via Planet Bids, seeking proposals from qualified firms to provide construction services for the City of Carson basement renovation (Exhibit No. 3). Despite the initial absence of bids during the open period which concluded on May 20, 2024, Interior Plus, Inc. submitted a bid later in the day. Following a review of their proposal, city staff determined that Interior Plus, Inc. is a suitable candidate for the construction project. Therefore, it is recommended that Interior Plus, Inc. be awarded the Public Works Agreement in the amount not to exceed \$3,789,181.16 (Exhibit No. 1) and request City Council to adopt Resolution No. 24-067 approving the budget

amendment in fiscal year 2024-25 budget in the General Fund and the Special Revenue Funds budget; and amend the fiscal year 2024-25 Capital Improvement Program to incorporate Project No. 1731 - City Hall Basement/Emergency Operations Center Renovation (Exhibit No. 2).

## **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE the proposed Public Works Agreement with Interior Plus, Inc., a California corporation, for Project 1731: City Hall Basement Renovation (Exhibit No. 1) (“Agreement”).
2. AUTHORIZE Mayor to execute the Public Works Agreement following approval as to form by the City Attorney.
3. ADOPT Resolution No. 24-067 “A RESOLUTION OF THE CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2024-25 BUDGET IN THE GENERAL FUND AND SPECIAL REVENUE FUNDS, AND AMENDING THE FISCAL YEAR 2024-25 CAPITAL IMPROVEMENT PROGRAM TO INCORPORATE PROJECT NO. 1731: CITY HALL BASEMENT/EMERGENCY OPERATIONS CENTER RENOVATION”

1.

## **III. ALTERNATIVES**

TAKE another action deemed appropriate by the City Council as allowed by law.

### **BACKGROUND**

The City of Carson was awarded American Rescue Plan Act funding to support various projects, one of which is the basement renovation including the Emergency Operation Center (EOC), as well as administrative office space for the Public Safety & Emergency Services (PS/ES) and the Information & Technology (IT) Departments.

The City recognizes the significance that these areas play in coordinating emergency efforts and has acknowledged the need for the basement renovation improvements. The EOC is designed to support emergency response, business continuity and crisis communication activities. When activated, the EOC is utilized as centralized command and control center where multiple agencies from the region can coordinate fire, law enforcement, emergency medical services and public information for those in need in our community.

When not activated, the EOC will serve as a training facility for emergency preparedness related training. Due to the system’s age and amount of usage, as well as advances in technology, the space and audio/visual capabilities require upgrade. Upon completion, the improvements will provide for a facility that meets the needs for preparing for, responding to, and recovering from natural and man-made disasters.

To begin the process the City hired an Engineering consultant who has carefully analyzed the requirements of the EOC, PS/ES, and IT areas and formulated a conceptual plan. This plan includes designated office spaces for Information Technology, Public Safety, and Emergency Services.

On April 4, 2024, an Invitation for Bids (IFB) was issued via Planet Bids, seeking proposals from qualified firms to provide construction services for the City of Carson basement renovation (Exhibit No. 3). Despite the initial absence of any bids submitted during the open period which concluded on May 20, 2024 at 11am, Interior Plus, Inc. submitted a bid later in the day around 1pm. Following a review of their proposal, city staff determined that Interior Plus, Inc. is a suitable candidate for the construction project.

While Interior Plus, Inc.'s submission of its bid past the submission deadline technically did not meet the IFB's requirements, City is nonetheless legally permitted to award the contract to Interior Plus, Inc. First, if City takes the position no bids were received in a timely manner and therefore, Interior Plus, Inc.'s bid may not be considered, City is free to negotiate a contract with whichever qualified contractor it deems suitable to perform the work. If no bids are received through the formal or informal procedure, the project may be performed by the employees of the public agency by force account, or negotiated contract without further complying with this article (Public Contract Code Section 22038). Alternatively, submission of bid two hours past the IFB deadline is a waivable deviation from the IFB requirements since the submission does not affect price or give Interior Plus, Inc. a competitive advantage. Moreover, a bid which contains an immaterial deviation may be accepted, but is not required to be accepted, at the public agency's discretion. (*MCM Construction, Inc., v. City and County of San Francisco*, 66 Cal. App. 4th 359 (1998)).

In this case, City staff has elected to proceed with award of the contract to Interior Plus, Inc., pursuant to Public Contract Code Section 22038.

Therefore, it is recommended that Interior Plus, Inc. be awarded the Public Works Agreement in the amount not to exceed \$3,789,181.16 (Exhibit No. 1) and request City Council to adopt Resolution No. 24-067 approving the budget amendment in fiscal year 2024-25 budget in the General Fund and the Special Revenue Funds budget; and amend the fiscal year 2024-25 Capital Improvement Program to incorporate Project No. 1731 - City Hall Basement/Emergency Operations Center Renovation (Exhibit No. 2).

It should be noted that the FY2024-25 CIP adopted by City Council on June 16, 2024 did not include Project No. 1731. Staff is pursuing additional revenue opportunities to address funding shortfalls for various capital projects and will return to City Council with a recommendation for additional allocations.

## **V. FISCAL IMPACT**

If Public Works contract is awarded to Interior Plus, Inc. the total cost of \$3,789,181.16 will be transferred from 289-80-820-904-8009 DIF Funds PW1753 (\$1,816,000.00), 289-80-820-904-8008 DIF Park PW1648 (\$1,680,494.00) and 101-99-999-904-8009 CIP-Gen Fund PW1694 (\$292,687.16) to 101-99-999-904-6004 PW1731 EOC Renovation account, resulting in no net fiscal impact.

Staff will return at a future meeting to recommend additional adjustments to the Capital Improvement Program and related funding to ensure that transferred funds are reimbursed and available for use in the current fiscal year.

## **VI. EXHIBITS**

1. Public Works Agreement with Interior Plus Inc. (pgs. 4-40)
2. Resolution 24-067 (pgs. 41-42)
3. IFB 24-07: Special Provisions Project 1731 City Hall Basement Renovation (pgs. 43-209)
4. IFB 24-07: Technical Specifications (pgs. 209-474)

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