

STAFF REPORT

BOARD MEETING DATE:

December 5, 2023

CATEGORY:

Consent Calendar {{item.number}}

SUBJECT:

Take the following actions regarding the “Shasta County Mental Health HVAC Replacement Project,” Contract No. 610949 (Contract): (1) Award to the lowest responsive and responsible bidder, Ray-Mac Mechanical, Inc., on a lump sum basis, the Contract in the amount of \$419,500; (2) approve budget amendments which: (a) increases appropriations and revenue by \$575,000 in the Land Buildings and Improvements (LB&I) Budget (BU 166); (b) increases appropriations and revenue by \$47,725 in the Sheriff Major Crimes Budget (BU 235); (c) adjusts appropriations by \$208,725 from Professional & Special Services to Trans Out Capital Projects in the Mental Health Adult Services Budget (BU 404); (d) adjusts appropriations by \$109,250 in the Mental Health Budget (BU 410) from Professional & Special Services to Trans Out Capital Projects; (e) adjusts appropriations by \$209,300 from Professional & Special Services to Trans Out Capital Projects in the Social Services Administration Budget (BU 501); (f) increases appropriations in the Accumulated Capital Outlay Budget (BU 161) offset by use of restricted fund balance; and (3) designate authority to sign a Notice of Completion and record it within 15 days of actual completion of the work.

DEPARTMENT:

Public Works

SUPERVISORIAL DISTRICT #:

All

DEPARTMENT CONTACT:

Troy Bartolomei, Interim Director of Public Works, (530) 225-5661

STAFF REPORT APPROVED BY:

Troy Bartolomei, Interim Director of Public Works

Vote Required?

4/5 Vote

General Fund Impact?

No Additional General Fund Impact

RECOMMENDATION

Take the following actions regarding the “Shasta County Mental Health HVAC Replacement Project,” Contract No. 610949 (Contract): (1) Award to the lowest responsive and responsible bidder, Ray-Mac Mechanical, Inc., on a lump sum basis, the Contract in the amount of \$419,500; (2) approve budget amendments which: (a) increases appropriations and revenue by \$575,000 in the Land Buildings and Improvements (LB&I) Budget (BU 166); (b) increases appropriations and revenue by \$47,725 in the Sheriff Major Crimes Budget (BU 235); (c) adjusts appropriations by \$208,725 from Professional & Special Services to Trans Out Capital Projects in the Mental Health Adult Services Budget (BU 404); (d) adjusts appropriations by \$109,250 in the Mental Health Budget (BU 410) from Professional & Special Services to Trans Out Capital Projects; (e) adjusts appropriations by \$209,300 from Professional & Special Services to Trans Out Capital Projects in the Social Services Administration Budget (BU 501); (f) increases appropriations in the Accumulated Capital Outlay Budget (BU 161) offset by use of restricted fund balance; and (3) designate authority to sign a Notice of Completion and record it within 15 days of actual completion of the work.

DISCUSSION

The existing HVAC system in the basement of the Mental Health Building does not provide adequate heating and cooling. It is old and has inadequate duct sizing. The HVAC system in this area of the building is the last to be upgraded. The project includes indoor ceiling cassettes, outdoor heat pump, a branch selector distribution box, energy recovery ventilator, new ducting, electrical upgrades, and connection to the existing County building management system.

On October 3, 2023, the Board approved plans and specifications and authorized bidding. On November 2, 2023, two bids were received and opened. The bid is 18% above the Engineer’s Estimate. Staff recommends that the Board award the Contract to the

lowest responsive and responsible bidder, Ray-Mac Mechanical, Inc., in the amount of \$419,500.

ALTERNATIVES

The Board may decline to proceed with the project at this time. The existing HVAC system is inefficient and near the end of its useful life. If not replaced, it will require more maintenance and ultimately require replacement in the coming years. Also, the Board may decline to authorize the filing of a Notice of Completion. The lien period would extend for 90 days instead of 30 days. Final payment to the contractor would be delayed by 60 days.

OTHER AGENCY INVOLVEMENT

The HHSA Department has been involved throughout the process. County Counsel has approved the Contract documents as to form. Risk Management has approved the Contract documents. The recommendation has been reviewed by the County Administrative Office.

FISCAL IMPACT

The estimated total project costs including design, construction, inspection and contingencies is \$575,000. Upon approval of the recommendation, sufficient appropriations for construction costs will be included in the Adopted FY 2023-24 LB&I budget. Sheriff Major Crimes, Mental Health Adult Services, Mental Health and Social Services Administration will reimburse LB&I for all project costs.

ATTACHMENTS:

- 1: Bid Summary Detail
- 2: LBI BA Memo
- 3: Sheriff BA Memo
- 4: HHSA BA Memo
- 5: CAO BA Memo