



R-22-06
Meeting 22-02
January 12, 2022

AGENDA ITEM 6

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Award of Contract to Protective Weather Structures, Inc., for a large Accessory Structure at the South Area Field Office

GENERAL MANAGER'S RECOMMENDATIONS *denk*

1. Authorize the General Manager to enter into a contract with Protective Weather Structures, Inc., of San Luis Obispo, California, for a base amount of \$58,668.
2. Authorize a 10% contingency of \$5,866 to be reserved for unanticipated issues, bringing the total contract to a not-to-exceed amount of \$64,534.

SUMMARY

The recommended contract will allow Midpeninsula Regional Open Space District (District) to install a 672 square-foot metal accessory structure at the South Area Field Office (SAO) in Campbell, CA to meet additional storage and maintenance needs of the Land & Facilities Department. District staff issued a Request for Bids on September 30, 2021 and received one bid proposal on October 8, 2021, with Protective Weather Services, Inc. (PWS), identified as the lowest responsive and responsible bidder. The General Manager recommends awarding a contract to PWS for a base amount of \$58,668 and authorizing a 10% contingency amount of \$5,866. There are sufficient funds for the contract in the Fiscal Year 2021-22 (FY22) Budget. Work is scheduled to begin in January 2022 and be completed in Summer 2022.

DISCUSSION

The District's new South Area Field Office located in Campbell (R-17-38) became operational in the Spring of 2021. As part of the contracted work to repurpose the site for District use, the prior construction contractor completed the installation of a slab-on-grade concrete foundation and electrical subpanel to service a future, large exterior accessory structure for the premises. The District is now ready to proceed with installation of the custom prefabricated accessory structure. The proposed contract includes the development of plans and calculations for fabrication and building permit sign-off, fabrication of the metal accessory structure, delivery to the site, and installation on the existing concrete foundation.

Contractor Selection

A Request for Bids (RFB) was issued on September 30, 2021 via BidSync and issued directly to three metal building fabricators. The District received one bid on October 10, 2021 and announced PWS of San Luis Obispo, CA as the apparent low bidder. PWS was determined to be

a responsive and responsible bidder. The bid price from PWS is \$58,668. In 2018, District staff received a third-party construction cost estimate for the equipment shed of \$95,616, suggesting that the PWS bid price reflects fair market value.

Necessity of Proposed Contract Approach

Although metal accessory structures can be found online for reduced list prices, those listed prices do not include custom elements specified for the SAO equipment shed to maximize its functionality, including layout of roll up doors, roof insulation, and enhanced site security. Additionally, a custom accessory structure will need to be designed to meet the dimensions of an existing concrete foundation that already exists at the SAO site, limiting the possibility of using “off the shelf” prefabricated structures. Installing a smaller or larger metal shed would require costly modifications to the foundation, since the perimeter of the existing onsite foundation is deeper and stronger (thicker) along the edges to specifically support load-bearing walls and accommodate the embedment of the wall anchors (ties between the accessory structure and the foundation). Lastly, based on staff experience with two well-known accessory structure providers, the list prices seen online do not account for public agency contracting requirements, including the prevailing wage requirement.

FISCAL IMPACT

There are sufficient funds in the amended FY22 Budget to cover the cost of the recommendation. A budget-neutral adjustment to re-allocate funding from the Foothills structures budget to the SAO will be processed administratively and will be noted in the Q2 budget adjustment report.

BOARD COMMITTEE REVIEW

This Project previously came before the full Board of Directors at the following public meetings:

- **March 22, 2017:** Board adopted a Resolution authorizing the purchase and sale agreement for the West Valley Charter Lines property at 240 Cristich Lane, Campbell CA. ([R-17-08](#), [meeting minutes](#))
- **December 6, 2017:** Award of Contract with Terry Martin and Associates for design, engineering, permitting assistance, and construction administration services to repurpose the Campbell site and structures for District use. ([R-17-130](#), [meeting minutes](#))
- **April 10, 2019:** Board review of plans and authorization to solicit construction bids. ([R-19-41](#), [meeting minutes](#))
- **October 23, 2019:** Award of contract to Agbayani Construction Corporation to complete the repairs and improvements at the Campbell property. ([R-19-138](#), [meeting minutes](#))
- **March 24, 2021:** Contract amendment with Signet Testing Labs, Inc., for additional special inspection services to completion the South Area Field Office construction project. ([R-21-44](#), [meeting minutes](#))

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

District staff prepared a Categorical Exemption for the South Area Field Office Project, including the installation of the metal equipment shed, and determined that the project would not result in any impacts to the environment. The District found that the proposed installation of the equipment shed at 240 Cristich Lane is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15303.

Section 15303 – New Construction or Conversion of Small Structures: The project includes construction of a new equipment shed as a small accessory structure (672 square feet).

NEXT STEPS

If approved, the General Manager will enter into a contract with PWS. Commencement of the contract is subject to the contractor meeting all District requirements, such as having all required insurance and bonding in place. Work is scheduled to begin in January 2022 and be completed in Summer 2022, including engineering, permit review and approval, and installation.

Responsible Department Head:

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