



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/18/2018

Agenda Placement: 6P

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Juan Arias for Steven Lederer - Director of Public Works
Public Works

REPORT BY: Frank Lucido, Engineering Supervisor - 259-8377

SUBJECT: Award of Contract and Budget Transfer for the "South Campus Building 4 HVAC Replacement Project", PW 18-20

RECOMMENDATION

Director of Public Works requests the Board take the following actions for the "South Campus Building 4 HVAC Replacement Project," PW 18-20:

1. Award a construction contract to Matrix HG Inc., of Novato, CA for their low base bid of \$208,394 and authorize the Chair to sign the construction contract; and
2. Approval of Budget Transfer No. DPW016 for the following:
 - a. Increase appropriations by \$345,000 in Accumulated Capital Outlay (ACO) Budget;
 - b. Increase revenue and appropriations by \$345,000 in the 2721 NVC Improvements Project (Program 18028) offset by the transfer from Accumulated Capital Outlay (ACO) Budget.

(4/5 vote required)

EXECUTIVE SUMMARY

On November 8, 2018 bids were opened for the "South Campus Building 4 HVAC Replacement Project", PW 18-20. After reviewing 7 bids and a protest, the responsive low bidder is Matrix HG, Inc. with a base bid of \$208,394. Matrix HG, Inc. is not a local vendor, based in Novato, CA. As a result of the bid opening, the Director of Public Works is recommending approval of a budget transfer to fund the project, awarding to the responsive low bidder and authorization for the Chair to sign the construction contract.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Funds will be transferred from the Accumulated Capital Outlay (ACO) fund to the 2721 NVC Improvements Project (Program 18028) budget.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	The project is scheduled to be completed during this current fiscal year but may continue into the next fiscal year.
Consequences if not approved:	Not replacing the HVAC unit will likely result in equipment failure, increased cost in maintenance, and areas of the building that will house Communications, Surplus and Property Management will not be adequately cooled in the summer months.

Additional Information:

ENVIRONMENTAL IMPACT

Consideration and possible adoption of a Categorical Exemption Class 1: It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 ("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.

BACKGROUND AND DISCUSSION

Following the sale of the County's Water Street Yard, Communications, Property Management (primarily Custodial functions), and Surplus must relocate to 2721 Napa Valley Corporate Drive (formerly known as Building 4) at the County's South Campus site. Because the Building was previously used as a pharmaceutical manufacturing facility the portion of the facility where County staff will occupy needs to be reconfigured prior to move in. Design for the remodeling, which includes the removal of some nonessential equipment, adding data connections, electrical outlets, adding a chain link security fence, and lighting work is currently proceeding and staff will return to the Board to request for permission to advertise and fund that phase of the work at a later date.

This item is specifically related to replacement of "AHU-5", which is a large Heating Ventilation and Air Conditioning (HVAC) unit serving a portion of the building. The reason for bidding this work separately is that it is specialized and unique from remodeling, and due to scheduling to include required lead time for manufacturing the equipment. The unit is being custom built over a 14 week period in such a way that it fits the existing mounting, adapts to the existing ducts and uses the same electrical systems so that much of the existing infrastructure can be kept in place. Due to normal wear and tear over the past 30 years, new technology supporting energy efficiency, and regulations related to refrigerants, the original HVAC unit needs to be replaced. The new unit will meet current energy efficiency requirements and, as previously stated, is modified for the planned building use rather than its original pharmaceutical use.

On August 14, 2018, the Board of Supervisors approved plans and specification for the "South Campus Building 4 HVAC Replacement Project" and authorized the Director of Public Works to advertise and open bids. Bids were opened for the project on November 8, 2018 with the following result:

Contractor	Total Base Bid
Bay Area HVAC, San Jose, CA	\$200,000
Matrix HG, Novato CA	\$208,394
Bell Products, Napa CA	\$211,885
Trahan Mechanical, San Rafael, CA	\$243,000
Mechanical Services LLC, Livermore CA	\$243,568
Dowdle & Sons Mechanical, American Canyon, CA	\$265,750
Peterson Mechanical, Sonoma, CA	\$282,500

A bid protest to the first bid was received on November 13, 2018 from the second bidder (Matrix HG). A response to this protest was also received from the first bidder (Bay Area HVAC). All of the information was reviewed by staff and the low bid package was determined to be non-responsive because it did not include listing of a subcontractor licensed to perform the Title 24 acceptance testing. The information missing in the bid package is required by Public Contract Code Section 4104 and the project specifications, therefore staff cannot recommend awarding to Bay Area HVAC. The second bid package is complete and staff recommends award of a construction contract to Matrix HG, Inc. of Novato California for their base bid of \$208,394.

Matrix HG, Inc. is not a local vendor. Staff outreach to the local construction contractor community included advertising the request for bids in the Napa Valley Register, the Solano-Napa Builder's Exchange, and by posting on DBEGoodFaith.com and the County's website. Staff also sent "Notices to Contractors" to the local construction community. Upon the award of the construction contract the County will contact the Napa County Workforce Investment Board (WIB) and will request the successful contractor to contact the WIB informing them of hiring needs.

SUPPORTING DOCUMENTS

A . Budget

CEO Recommendation: Approve

Reviewed By: Helene Franchi