



Office of the City Manager

CONSENT CALENDAR
December 12, 2023

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: LaTanya Bellow, Deputy City Manager; Interim Director, Public Works

Subject: Contract No. 32400004 Amendment: Roofing Constructors, Inc. dba Western Roofing Service for on-call roofing and gutter repair services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 32400004 with Roofing Constructors, Inc. to increase the spending authority by \$200,000 for a total not to exceed \$250,000.

FISCAL IMPACTS OF RECOMMENDATION

Funding for the contract amendment to increase the spending authority by \$200,000, for a total not to exceed \$250,000, will be recommended for appropriation through the First Amendment to the FY 2024 Annual Appropriation Ordinance from the Building Maintenance Fund.

CURRENT SITUATION AND ITS EFFECTS

Public Works Facilities Maintenance Division requires the assistance of a roofing and gutter company to provide routine maintenance and urgent repairs. This work is separate from capital roof replacement projects. Additional contract authority is being requested to support the urgent roofing repairs that are needed including but not limited to:

- Gutter and skylight replacement and leak repairs at the Transfer Station
- Leak repairs to Building C – staff offices at the Corporation Yard
- Leak repairs to Building D – electrical warehouse at the Corporation Yard
- Fire Training Tower and station roof repairs

This contract amendment supports the Strategic Plan Priority Project, advancing our goal of providing state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

In 2023, the City issued a Request for Proposals for On-Call Gutter and Roofing for the Department of Public Works (Specification No. 22-11523). Roofing Constructors, Inc. dba Western Roofing Service was selected through that competitive bid process and was

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authorized by the City Manager to enter into Contract No. 32400004 for a not to exceed amount of \$50,000 for the period of May 1, 2023 to June 30, 2026.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identified sustainability or climate impacts of this amendment.

RATIONALE FOR RECOMMENDATION

Well-maintained roof and gutter systems help protect City infrastructure.

ALTERNATIVE ACTIONS CONSIDERED

None. This amendment is critical to support urgent roof repairs.

CONTACT PERSON

Joy Brown, Operations Manager, Public Works, 510-981-6629
Aaron Baker, Facilities Superintendent, Public Works, 510-981-6452

Attachment:
1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 32400004 AMENDMENT: ROOFING CONSTRUCTORS, INC. DBA WESTERN ROOFING SERVICE FOR ON-CALL ROOFING AND GUTTER REPAIR SERVICES

WHEREAS, the City of Berkeley owns buildings whose roofs and gutters need maintenance and repair; and

WHEREAS, Public Works Facilities and Building Maintenance staff rely on supplemental contractor provided roofing services to prevent damage to City infrastructure; and

WHEREAS, the City and Roofing Constructors, Inc. entered into Contract No. 32400004 for on call roofing and gutter repair services effective May 1, 2023; and

WHEREAS, urgent roof repairs are needed to several City facilities; and

WHEREAS, funding will be appropriated as part of the Second Annual Appropriations Ordinance.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that that the City Manager is authorized to execute an amendment to Contract No. 32400004 with Roofing Constructors, Inc. dba Western Roofing Service for on-call roofing and gutter repair services, increasing the contract amount by \$200,000 for a total contract not to exceed amount of \$250,000.

