



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Katy Allen

SUBJECT: SAN JOSE CIVIC CENTER
WINDOW COVERINGS

DATE: 04-28-04

Approved

Date

Council District: Citywide
SNI: University

RECOMMENDATION

Report on bids and award of contract for the San José Civic Center Window Coverings Project to the sole bidder, Peninsulators, Inc., in the amount of \$174,000, and approval of a contingency in the amount of \$17,400.

CEQA: Civic Plaza Redevelopment Plan EIR, Resolution No. 68905, PP98-03-072.

BACKGROUND

On March 9, 2004, Council directed staff to proceed with the procurement of technology, furniture, equipment and relocation services. In addition, a work plan for implementation of individual procurements and cost saving strategies was outlined and approved by Council.

Included in the work plan is procurement and a cost estimate titled "FE4 – Tower and Rotunda Sun Shade Covers" (see attached matrix). The total cost for FE4 is estimated at \$643,000. Of that total, the window coverings for the Tower and Council Chamber were estimated at \$443,000. In order to streamline procurement and maximize savings, the window coverings and installation will be procured through the competitive bid process.

This contract is recommended for award to a single contractor for the performance of all work necessary as required to provide for complete window coverings for the Tower and Council wing. This work includes horizontal, mullion-integrated blinds, motorized roller shades and all parts for complete installation.

ANALYSIS

Bids were opened on April 27, 2004 with the following results:

<u>Contractor</u>	<u>Bid Amount</u>	<u>Variance Amount</u>	<u>Over/(Under) Percent</u>
Engineer's Estimate	\$443,000	---	---
Peninsulators, Inc. (San José)	\$174,000	(\$269,000)	(61)

The sole bid submitted by Peninsulators, Inc. is 61 percent under the Engineer's Estimate. The variance can be attributed to economies of scale based on the volume of work required. Staff considers this an excellent bid for the work involved.

Consistent with Council policy, staff is recommending a ten percent contingency.

PUBLIC OUTREACH

The City Manager's Office and Public Works staff in cooperation with the Office of Cultural Affairs and the San José Redevelopment Agency is coordinating public outreach for the new Civic Center.

COORDINATION

This agreement and memorandum have been coordinated with the City Attorney's Office, the City Manager's Budget Office and the Department of Planning, Building and Code Enforcement.

PROJECT LABOR AGREEMENT

The City has become a partner with labor by jointly approving a Project Labor Agreement. This agreement will facilitate enforceable, effective performance by the labor force in a peaceful and open work environment and an absence of delays resulting from labor disruption and disputes.

COST IMPLICATIONS

1. AMOUNT OF RECOMMENDATION: \$174,000

2. **COST OF PROJECT:**

Construction	\$174,000
Contingency	17,400
TOTAL	\$191,400

3. **SOURCE OF FUNDING:** 473 – Civic Center Improvement Fund

4. **FISCAL IMPACT:** This project is consistent with the Council-approved Budget Strategy Economic Recovery section in that it will spur construction spending in our local economy.

BUDGET REFERENCE

Fund #	Appn. #	Appn. Name	RC #	Total Appn	Amt for Contract	Adopted Budget Page	Last Budget Action (Date, Ord. No.)
473	4853	Civic Center Furniture, Equipment, and Relocation	131599	\$17,300,000	\$174,000	n/a	01/13/04, Ord. No. 27503

CEQA

Civic Plaza Redevelopment Plan EIR, Resolution No. 68905, PP98-03-072.

KATY ALLEN
 Director, Public Works Department