

MEMORANDUM



ITEM 3. ACTION

DATE: November 23, 2021
TO: Water Resources and Facility Management Committee and Board of Directors
FROM: General Manager
SUBJECT: Award of Construction Contract for Upper District's Tenant Improvement Project

Recommendation

Staff recommends that the Board of Directors accept the bid submitted by the lowest responsive bidder, E. Avico, Inc., in the amount of \$2,685,956.00 and authorize the General Manager to execute a contract and Notice to Proceed, subject to District Counsel review, to perform the required work.

Background

In April 2020, Upper District purchased an existing commercial building located at 248 E. Foothill Blvd, Monrovia CA. The building was constructed in 1981 with a lot size of approximately 14,500 square feet (SF) and a building size of approximately 10,600 SF. The building is a three-story commercial structure with an open parking garage located on the ground level.

Upper District engaged the services of WLC Architects in August 2020 to provide architectural design and development services for the new building. Interior demolition to facilitate assessment of the structural and mechanical elements of the building was completed by Telacu in April 2021. In October 2021, WLC completed the plans and specifications and obtained plan check approval of the project from the City of Monrovia.

The project consists of two floors of office tenant improvements of the existing building. Each of the two (2) floor levels is about 4,800 SF and will include new walls of wood stud construction, new acoustic lay-in ceilings and new floor finishes. The project also includes new HVAC and electrical/low voltage systems. The existing exterior plaster and wood finishes will be repainted. The open parking garage at grade level will have a new ceiling and perimeter fencing and the existing open parking lot will be sealed and restriped with an addition of five new vehicle charging stations. The existing 4,800 SF roof has a 2 ply bitumen roof which will be removed and replaced with a new 3 ply bitumen roof. Part of the roof work will include removing the five existing mechanical units and replacing them with new units to be installed at the same location, on new wood curbs.

On October 14, 2021, the notice inviting bids for Upper District's tenant improvements project was advertised in the Greensheet. The three contractors that have pulled the plans and attended the mandatory pre-bid meeting On October 25th indicated that a four-month construction period is sufficient. At the request of one of the contractors, the bid opening date, originally scheduled for Monday November 15th was extended and moved to Tuesday, November 23rd at 2 p.m. to generate more accurate and competitive bids for the project estimated at \$2.30 million.

Upper District received the three (3) bids listed below at the close of the bid period on November 23, 2021. The District’s fiscal year 2021/22 capital budget includes \$3 million for the new building.

Contractor	Project Bid
E. Avico, Inc.	\$2,685,956.00
Gillman Builders, Inc.	\$3,634,000.00
Dalke and Sons	\$3,838,680.00

Staff reviewed and evaluated the bid packages submitted by each contractor to evaluate responsiveness. Following review, staff determined E. Avico, Inc. as the lowest responsive bidder and recommends that the Board of Directors:

1. Accept the bid submitted by the lowest responsive bidder, E. Avico, Inc., in the amount of \$2,685,956.
2. Authorize the General Manager to execute a contract with E. Avico, Inc. and issue a Notice to Proceed, subject to District Counsel review, to perform the required work.

Founded in 1987, E. Avico, Inc. has worked on projects across Southern California for both private and public sectors, including commercial and residential structures, specializing in structural steel buildings. Government clients include the Department of Motor Vehicle, Los Angeles Airport, Los Angeles County Metropolitan Authority, and Burbank High School, among others.