



**CITY OF SALINAS  
COUNCIL STAFF REPORT**

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**DATE:** JANUARY 9, 2024  
**DEPARTMENT:** PUBLIC WORKS DEPARTMENT  
**FROM:** DAVID JACOBS, PE, PLS, PUBLIC WORKS DIRECTOR  
**BY:** JONATHAN ESTEBAN, ASSISTANT ENGINEER  
ADRIANA ROBLES, PE, CFM, CITY ENGINEER  
**TITLE:** CITY HALL EMERGENCY ROOF REPAIR, PROJECT NO. 8170

RECOMMENDED MOTION:

A motion to approve a Resolution to authorize the City Manager to execute Contract Change Order No. 8 to F C & Sons Roofing, Inc. for the City Hall Emergency Roof Repair Project No. 8170 in the amount of \$118,056.40 and authorize the City Manager to execute all necessary documents related to Contract Change Order No. 8.

EXECUTIVE SUMMARY:

In April 2023, City Council awarded an emergency construction contract to F C & Sons Roofing, Inc. for the City Hall Emergency Roof Repair Project in the amount of \$646,271.

In October 2023, City Council authorized approval of Contract Change Order No. 4 along with 20% of the new contract total for construction contingencies for the City Hall Emergency Roof Repair Project.

Contract Change Order No. 8 for installation of new parapet wall and new supports for the existing HVAC unit equipment and penthouse on the roof of the first floor of City Hall in the amount of \$118,056.40 is above the \$100,000 threshold requiring council approval, per Policy 75-1.

BACKGROUND:

On April 4, 2023, City Council approved Resolution No. 22627 awarding an emergency construction contract to F C & Sons Roofing, Inc. for the City Hall Emergency Roof Repair Project, CIP No. 8170 in the amount of \$646,271. On October 10, 2023, City Council approved Resolution No. 22810 authorizing approval of Contract Change Order No. 4 in the amount of \$748,122 for removal/replacement of the metal deck and authorized 20% of the new contract total or \$370,332.80 for construction contingencies for the City Hall Emergency Roof Repair Project No. 8170.

Contract Change Order No. 8 for installation of new parapet wall and new supports for the existing HVAC unit equipment and penthouse on the roof of the first floor of City Hall in the amount of \$118,056.40 is above the \$100,000 threshold requiring council approval, per Policy 75-1.

Pursuant to Department Policy 75-1, City Council approval and authorization is required for Contract Change Orders exceeding \$100,000 or 10% of the original contract amount. There are enough remaining contingency funds to approve Contract Change Order No. 8 for \$118,056.40.

**Table 1: Construction Cost Request Breakdown**

Description	Contract Amount	Total Contract Allocation*
Original Contract	\$646,271.00	\$743,211.65
Change Order No. 1	\$412,031.00	\$1,269,962.40
Change Order No. 2	\$ 22,120.00	
Change Order No. 3	\$ 23,120.00	
Change Order No. 4	\$748,122.00	\$2,221,996.80
Change Order No. 5	\$ 46,708.00	
Change Order No. 6	\$ 67,945.00	
Change Order No. 7	\$ 45,739.00	
Change Order No. 8	\$118,056.40	
<b>TOTAL</b>	<b>\$2,130,112.40</b>	

\*Total Contract Allocation includes contract allocations along with construction contingencies.

CEQA CONSIDERATION:

The City of Salinas has determined that the proposed action is categorically exempt from environmental review under the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15301).

STRATEGIC PLAN INITIATIVE:

This project addresses the current City Council’s Goals of Operational Efficiency and Public Safety.

DEPARTMENTAL COORDINATION:

The Public Works Department is collaborating with Legal, Administration and Finance Departments.

FISCAL AND SUSTAINABILITY IMPACT:

Funding for Change Order No. 8 is available and appropriated in 3911.50.8170-66.4000.

ATTACHMENTS:

Resolution