

Item: Resolution authorizing the City Manager to contract with Jam Roofing.

Date: August 13, 2018

SUBJECT AND SUMMARY:

Council consideration to approve a resolution authorizing the City Manager to contract with Jam Roofing to provide roof construction services for the renovation of the 726 NE 7th Street Public Safety building.

RELATIONSHIP TO COUNCIL GOALS:

This supports Council's goals of **KEEP CITIZENS SAFE** and maintain, operate and expand our **INFRASTRUCTURE** to meet community needs. These goals are enhanced by the addition of centrally-located and seismically-safe Public Safety building for operations and reliable 911 operations.

CALL TO ACTION SCHEDULE:

The notice of intent to award letter was issued on August 9, 2018. The City has 30 days to award the project. Call to action schedule: September 5, 2018.

BACKGROUND:

Currently, the Grants Pass Department of Public Safety operates out of the Josephine County Courthouse, Justice Building. This space is rented from Josephine County. It has been determined the Justice Building does not meet seismic standards for a Public Safety building. On June 8, 2017, the Council purchased the property located at 726 NE 7th Street for a Public Safety building. On September 11, 2017, the City Council decided to renovate the building.

The Grants Pass Municipal Code Chapter 2.23.050 authorizes the City Manager to interpret all public contracting rules and regulations so as to provide the City with the full use of all contracting powers and authorities described in the Public Contracting Code and this Chapter.

The Public Safety Department solicited competitive quotes from contractors listed below. The firms below were informed of the project via the City website, as well as trade publications, local and in state:

Jam Roofing
Lawless Roofing
Rogue Valley Roofing (Not qualified as they failed to attend the pre-meeting)

ITEM: 3.a. RESOLUTION AUTHORIZING THE CITY MANAGER TO CONTRACT WITH JAM ROOFING.

Staff Report (continued):

Lawless Roofing submitted a quote of \$198,000 and Rogue Valley Roofing submitted a quote, however they failed to make the mandatory pre-meeting to bid.

This resolution specifically authorizes the City Manager to use funds from Capital Project No. LB6328 to contract with Jam Roofing for roof construction services for the renovation of the building.

COST IMPLICATION:

Revenue Source: There is sufficient funding in LB6328 Capital Project: Public Safety & 911 HQ Building in the FY'17 budget. The contract with Jam Roofing is not to exceed \$194,404.

Impact: This funding will allow the City Manager to contract with Jam Roofing for construction services for the renovation of 726 NE 7th Street in Grants Pass, Oregon.

ALTERNATIVES:

1. Council can choose to authorize the City Manager to contract with Jam Roofing for roof construction purposes listed.
 2. Council can choose to not authorize the contract.
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RECOMMENDED ACTION:

It is recommended the Council authorize the City Manager to contract with Jam Roofing for roof construction services for the renovation the Public Safety building.

POTENTIAL MOTION:

I move to adopt the resolution authorizing the City Manager to contract Jam Roofing for roof construction services for the Public Safety building.

RESOLUTION NO.

**A RESOLUTION OF THE COUNCIL OF THE CITY OF GRANTS PASS
AUTHORIZING THE CITY MANAGER TO CONTRACT WITH JAM ROOFING.**

WHEREAS:

1. The current Publics Safety and 911 operations are located in a building which does not meet seismic standards; and
2. The City of Grants Pass has purchased the property at 726 NE 7th Street and the City Council directed the renovation of the property; and
3. The City has sufficient funds in Capital Project No. LB6328.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grants Pass that the City Manager is authorized to contract with Jam Roofing for roofing installation work for the renovation of 726 NE 7th Street, Public Safety building. The contract is attached hereto and incorporated herein as Exhibit 'A'.

EFFECTIVE DATE of this Resolution shall be immediate upon its passage by the City Council and approval by the Mayor.

ADOPTED by the Council of the City of Grants Pass, Oregon, in special session this 13th day of August 2018.

SUBMITTED to and _____ by the Mayor of the City of Grants Pass, Oregon, this ____ day of August 2018.

Darin Fowler, Mayor

ATTEST:

Karen Frerk, City Recorder

Date submitted to Mayor: _____

Approved as to Form, Mark Bartholomew, City Attorney _____

PROFESSIONAL SERVICES AGREEMENT



PARTIES: The CITY OF GRANTS PASS, hereinafter referred to as City, and Jam Roofing, hereinafter referred to as Contractor.

RE: Roof construction services for Public Safety Building 726 NE 7th St.

Based on the terms and conditions contained herein, the Parties agree as follows:

- 1. LABOR AND MATERIALS:** Contractor shall provide all labor, materials of whatever kind and character for completion of the Project. Because this is a professional services contract, City is relying on the expertise and reputation of the Contractor. Therefore, no part of this Project may be contracted out to other persons or firms without the express written consent of the City, except as previously stated in the Contractors proposal.
- 2. SCOPE OF WORK:** Bid Package #1 provided July 18, 2018 pages A0.0, D3.0, A3.1, A3.2, A8.1, A1.01, A2.0, S3.2, and S8.1 with addendums 1,. See Exhibit A.
- 3. PROJECT COST:** The City shall pay Contractor an amount not to exceed **\$194,404.00** for services listed in Section 2 above. (Per bid dated 08-09-18)
- 4. ADDITIONAL WORK:** All additional (or optional) work shall be approved by the City of Grants Pass prior to commencement of said work.
- 5. ORAL MODIFICATIONS AND WAIVERS:** The City's rights and benefits under this Agreement and any parts thereof may not be orally modified or waived.
- 6. WRITTEN MODIFICATIONS AND WAIVERS:** The rights and benefits of the City, under this Agreement, may be modified or waived so long as said modification or waiver is in writing and signed by the City Manager or the Public Safety Department Director.
- 7. PAYMENTS:** Contractor may submit progress billings once every 30 days. Upon satisfactory completion of services listed in Section 2 above, the Contractor shall make a written request for final payment. The City shall make final payment to the Contractor within 30 days of written acceptance by the City.
- 8. WORKMANSHIP:** Contractor's performance under this Agreement shall be done in a professional manner that meets or exceeds industry and professional standards of performance.
- 9. WORKERS COMPENSATION COVERAGE:** Contractor and all employers working under this Agreement are subject employers under the Oregon Worker's Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers. Contractor

shall provide proof of coverage at the time of the execution of this agreement and continuing proof of coverage during the period of this Agreement.

10. **LIABILITY INSURANCE:** Contractor shall maintain a policy of liability insurance in the form, and from an insurance company, approved by the City, which company is admitted or otherwise licensed to do business in the State of Oregon. Said insurance shall insure Contractor for the benefit of the City of Grants Pass in not less than the amount of \$1,000,000 single limit liability for each occurrence, and aggregate coverage of not less than \$2,000,000. The insurance shall cover any occurrences, resulting from any conduct, act, or failure to act, by Contractor, or by an employee, representative, or agent of Contractor, and which occurrence or occurrences result in damages of any kind, including, but not limited to, personal injury or death to any person or persons, damage to any property (personal or real), or damage to any contractual or other commercial right or interest. Contractor shall require its insurance carrier to provide to the City a certificate of insurance evidencing said coverage. Said policy shall provide that such coverage cannot be modified, terminated or canceled by the carrier without 30 days written notice sent by certified mail by the insurance carrier to the City. It is agreed that no person shall perform any acts on behalf of Contractor without having said insurance in full force and effect.

Provide payment and performance bonds for the work performed. Provide proof of Public Works Bond and be in compliance with the Oregon Construction Contractors board for licensing, bond, and insurance.

11. **COMPLIANCE WITH ALL LAWS:** Contractor shall:
- A. Make payment promptly, as due, to all persons supplying to such Contractor labor or material for the prosecution of the work provided for in this contract.
 - B. Pay all contributions or amounts due the Industrial Accident Fund from Contractor or a subcontractor incurred in the performance of the contract.
 - C. Not permit any lien or claim to be filed or prosecuted against the state, county, school district, municipality, municipal corporation or subdivision thereof, on account of any labor or material.
 - D. Pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167.
 - E. Promptly, as due, make payment to any person, co-partnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury, to the employees of Contractor, of all sums which Contractor agrees to pay for such services and all moneys and sums which Contractor collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service.

- F. Comply with all laws and administrative rules of the United States, the State of Oregon (including specifically ORS Chapter 279C), the City, And the Oregon Construction Contractors Board. (CCB)
 - G. Not fail, neglect or refuse to make prompt payment of any claim for labor or services furnished to Contractor or a subcontractor by any person in connection with this contract as such claim becomes due. If failure, neglect, or refusal occur, the proper officer or officers representing the City may pay such claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due Contractor by reason of this agreement. The payment of a claim in the manner authorized by this section shall not relieve the Contractor or Contractor's surety from obligation with respect to any unpaid claims.
 - H. Not employ any person for more than eight hours in any one day, or 40 hours in any one week, except in case of necessity, emergency, or where the public policy absolutely requires it, and in such cases the laborer shall be paid at least time and a half pay for all overtime in excess of eight hours a day and for work performed on Saturday and on any legal holiday specified in ORS 279C.540.
 - I. Contractor understands this a BOLI Prevailing wage project and agrees to pay wages based on the July 1, 2018 Bureau of Labor and Industries wage schedule.
12. **ATTORNEY FEES:** If suit or action is brought by either Party to enforce any right created by this Agreement, the prevailing Party shall be entitled to recover in any trial court, and appellate courts, reasonable attorney fees, including costs and disbursements therein.
13. **SEVERABILITY:** In the event, any court of competent jurisdiction shall hold any provision of this Agreement invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.
14. **NO REMEDY EXCLUSIVE:** The remedies specified in this Agreement are cumulative to one another and to other remedies in law and equity, and no remedy is exclusive. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right or power may be exercised from time to time and as often as may be deemed expedient. To exercise any remedy specified in this Agreement it shall not be necessary to give any notice, other than such notice as set forth herein.
15. **HOLD HARMLESS:** Contractor shall indemnify, defend, and hold harmless the City, its officers, agents, and employees, from and against all claims, losses, damages, and liabilities that may arise from the performance or the failure to perform services under this agreement.

16. **ENTIRE AGREEMENT:** This document represents the entire agreement between the Parties. Prior conversations or writings between the Parties which are not specifically incorporated by reference into this Agreement may not be used by the Parties or by a Court of law to interpret the terms and conditions stated herein. Except as specifically set forth herein, prior courses of dealing and performance between the Parties, and trade usage and practices which may or may not be acceptable in the industry, also may not be used by the Parties or by a Court of law to interpret the terms and conditions stated herein. (Madison Indus. Inc. v. Eastman Kodak Co., 243 N.J. Super. 578,581 A.2nd 85 (1990).

IN WITNESS WHEREOF, the Parties have hereto, on the dates indicated, set their hands by and through their duly authorized agents.

CONTRACTOR:

By: _____

Signature

Date

CITY OF GRANTS PASS:

By: _____
Bill Landis, Public Safety Director

Date

Aaron K. Cubic, City Manager

Date

Karen Frerk, City Recorder

Date

Approved
As To Form: _____
Mark Bartholomew, City Attorney

Date