

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** The Honorable City Council

**FROM:** Jeremy Laurentowski, Landscape/Parks Maintenance Superintendent 

**DATE:** June 8, 2010 (CC Meeting of June 16, 2010)

**SUBJECT:** Consider Change Order Nos. 1, 2 and 3 for the Community Center and Arroyo Vista Recreation Center Roofing Project and Consider Resolution Amending the Fiscal Year 2009/10 Budget

**BACKGROUND**

The Agreement to replace the flat roof at the Community Center and Arroyo Vista Recreation Center was approved by City Council on October 7, 2009. Commercial Roofing Systems, Inc. was awarded the contract and construction began on March 19, 2010. To date, the project at both facilities is approximately 90% complete. However, during the installation process several problems were discovered with the current installation of the existing Heating, Ventilation and Air Conditioning (HVAC) units at the Community Center and the current condition of the plywood underlayment at the Arroyo Vista Recreation Center. Both of these issues will require Change Orders, as the additional work exceeds the contract funding limit. The contract amount for this project is \$103,296. However, a contingency was not included in the budget. Staff does not anticipate any further change orders for this project.

**DISCUSSION**

Change Order No. 1: It was brought to staff's attention that the existing HVAC units installed on top of the Community Center roof were not installed per the current installation standards of the National Roofing Contractors Association (NRCA). The HVAC units were installed directly on top of the existing insulation and roofing material and were not secured to the actual roof surface. In addition, the roofing material manufacturer, the Garland Company, informed the City that they would not stand behind their 30-year warranty if the roof cracks or leaks due to the current installation of the HVAC units. According to the Garland Company, the HVAC units

will vibrate and possibly open seams over time. In order to meet current NRCA installation standards, two 6"x12" wood sleepers for each of the three HVAC units will need to be attached directly to the building and roof top surface.

Change Order No. 2: During the roof top installation of the HVAC sleepers, the roofing contractor discovered that the original sleepers were installed directly over and perpendicular to the existing engineered truss joists, not a structural beam member. The current installation cannot be replicated in-kind, as the weight of the existing HVAC units is distributed over the joists without structural support. Engineered truss joists are not structural in design and are not intended to take the weight load of the HVAC units. With concurrence from the City Engineer and Building Official, it has been determined that the best solution to provide structural support for the future HVAC units would be to install 6"x12" beams under the existing roof to support the units. The new beams will span 14' between the building's existing structural beams and align with the new sleepers installed on the roof.

Change Order No. 3: During the roof top installation at the Arroyo Vista Recreation Center, the roofing contractor discovered dry-rot and water damage to the existing plywood underlayment. Staff anticipated that some damage to the existing roof structure would be discovered. However, the extent of the damage could not be assessed until the existing roof was removed. Due to the uncertainty of the repair work, the cost to replace the plywood underlayment, or any damage to the existing building structure, was not included in the contract.

### **FISCAL IMPACT**

A contingency was not established in the budget for this project. However, staff has determined that the additional funding required to complete the necessary repairs is available in the FY 2009/2010 Facilities Division (7620) expenditure accounts.

#### Change Order No. 1:

Staff recommends utilizing the available funding in the FY 2009/2010 Facilities Division (7620), Community Facilities Property Maintenance expenditure accounts and transferring the additional required funding from the Facilities Division expenditure accounts.

Utilize the following for CO No. 1:

1000-7620-0000-9252 – Community Facilities Property Maintenance	\$2,000.00
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Transfer the following for CO No. 1 to the Community Facilities Property Maintenance expenditure account:

1000-7620-7704-9252 – Active Adult Center Property Maintenance	\$2,300.00
1000-7620-0000-9102 – Community Facilities Contractual	\$1,169.47

Total \$5,469.47

Staff has determined that the cost to replace the HVAC sleepers will be absorbed by the funding available from the recently obtained Energy Efficiency Grant as required installation for the future HVAC units. The City is currently out to bid on the project to replace the HVAC units at the Community Center as the energy savings would be substantial and staff expects to start construction at the end of June.

Change Order No. 2:

Staff recommends utilizing the available funding in the FY 2009/2010 Facilities Division (7620), Community Facilities Property Maintenance expenditure account and transferring the additional required funding from the Community Facilities Contractual expenditure account.

Utilize the following for CO No. 2:

1000-7620-0000-9252 – Community Facilities Property Maintenance      \$3,000.00

Transfer the following for CO No. 2 to the Community Facilities Property Maintenance expenditure account:

1000-7620-0000-9102 – Community Facilities Contractual      \$3,577.17

Total \$6,577.17

Change Order No. 3:

Staff recommends transferring the available funding in the FY 2009/2010 Facilities Division (7620), Arroyo Vista Recreation Center Contractual and Shop and Operating Supplies expenditure accounts to the Arroyo Vista Recreation Center Property Maintenance expenditure account.

Transfer the following for CO No. 3 to the Arroyo Vista Recreation Center Property Maintenance expenditure account:

1000-7620-0000-9102 – AVRC Contractual      \$1,000.00

1000-7620-0000-9204 – AVRC Shop and Operating Supplies      \$1,492.80

Total \$2,492.80

**STAFF RECOMMENDATION      Roll Call Vote**

1. Approve Change Orders No. 1, 2 and 3 as described in the Agenda Report, and
2. Adopt Resolution No. 2010 - \_\_\_\_\_.

Attachment: Resolution 2010 - \_\_\_\_\_.

RESOLUTION NO. 2010 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA AMENDING THE FISCAL YEAR 2009/10 BUDGET TO ALLOCATE \$14,541 TO THE COMMUNITY CENTER AND AVRC ROOFING PROJECTS FROM OTHER FACILITIES MAINTENANCE ACCOUNTS

WHEREAS, on July 1, 2009, the City Council adopted the Operating and Capital Improvement Budget for Fiscal Year 2009/10; and

WHEREAS, on June 16, 2010 a staff report has been presented to the City Council requesting a budget amendment in the aggregate amount of \$14,541 to fund the roofing projects at the Community Center and AVRC; and

WHEREAS, Exhibit "A" hereof describes said budget amendment and its resultant impacts to the budget line items.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1: That a Budget Amendment in the aggregate amount of \$14,541 as more particularly described in Exhibit "A", is hereby approved.

SECTION 2: The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 16<sup>th</sup> day of June, 2010.

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Janice S. Parvin, Mayor

ATTEST:

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Debbie S. Traffenstedt, City Clerk

**EXHIBIT A**

**BUDGET AMENDMENT FOR  
GENERAL FUND  
COMMUNITY CENTER & AVRC ROOFING  
CHANGE ORDERS #1, #2 & #3  
FY 2009/10**

**FUND BALANCE ALLOCATION:**

Fund Title	Fund-Account Number	Amount
Total		\$ -

**EXPENDITURE APPROPRIATION:**

Account Number	Current Budget	Revision	Amended Budget
1000.7620.7705.9621	\$ 72,000.00	\$ 12,048.00	\$ 84,048.00
1000.7620.7701.9621	\$ 17,000.00	\$ 2,493.00	\$ 19,493.00
1000.7620.0000.9252	\$ 19,025.00	\$ (5,000.00)	\$ 14,025.00
1000.7620.7704.9252	\$ 3,000.00	\$ (2,300.00)	\$ 700.00
1000.7620.0000.9102	\$ 24,400.00	\$ (5,748.00)	\$ 18,652.00
1000.7620.0000.9204	\$ 10,725.00	\$ (1,493.00)	\$ 9,232.00
	\$ -	\$ -	\$ -
Total	\$ 146,150.00	\$ -	\$ 146,150.00

Finance Approval:

