

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: The Honorable City Council

FROM: Allen M. Walter, Parks and Landscape Superintendent

DATE: December 5, 2011 (CC Meeting of January 4, 2012)

SUBJECT: Consider Removal and Replacement of HVAC Duct Work on the Community Center Roof and Resolution Amending the Fiscal Year 2011/12 Budget

BACKGROUND

The Moorpark Community Center building was constructed in 1982 and was upgraded in 1991 with seven (7) heating ventilation and air cooling (HVAC) units that served both the Community Center and the Active Adult Center. In 2009 the Community Center and Active Adult Center received a new roof, and in 2010 the HVAC units were upgraded again; however, only the HVAC units were replaced, leaving the existing 1991 roof delivery duct system in place.

The roof duct system has been exposed to weather conditions for twenty (20) years, which has caused the connecting duct section joint seals to fail. The City's maintenance staff has applied exterior sealer to the connecting duct joints, but this has failed to seal the joints. The connecting ducts seal failure was demonstrated during the rainy conditions in October 2011 when the Community Center experienced five leaks caused by the failed duct joints.

DISCUSSION

The City Council is being asked to approve the replacement of the HVAC roof ducting that serves the Community Center and Active Adult Center. The existing HVAC roof ducting is the original that was installed to serve the facility in 1991. The existing HVAC roof ducting is beyond expected service and is in need of replacement.

The 2011/12 Fiscal Year Capital Improvement projects listed the HVAC duct work above the Community Center for removal and replacement, estimating the cost at \$46,000; however, the project was not funded.

The twenty year old roof duct joints reduce the efficiency rate of the new HVAC units that deliver heating or cooling air to the Community Center and the Active Adult Center. The loss of the heating and cooling air through the duct joints increases our energy output, dropping the City's initial efficiency of replacing HVAC units in 2010 designed to save the City direct energy costs.

Staff has solicited bid proposals to perform the work and the following three cost proposals were received:

<u>Contractor</u>	<u>Bid Price</u>
• American Building Comfort Services, Inc.	\$ 35,100
• Churchill's Heating and Air Conditioning	\$ 35,210
• Ventura Air Conditioning Company	\$ 47,427

The lowest qualified bidder is American Building Comfort Services, Inc. It is anticipated that the work will take approximately one week and will not interrupt class schedules at the Community Center or regular City business.

FISCAL IMPACT

The cost of \$40,365 includes a contingency not to exceed \$5,265 (15%) to replace the 315 feet of existing HVAC roof ducting and would come from the General Fund Reserve.

STAFF RECOMMENDATION (Roll Call Vote)

1. Approve the replacement of 315 feet of existing HVAC roof ducting that serves the Active Adult Center and Community Center;
2. Award contract to lowest bidder; and
3. Adopt Resolution No. 2012-__ amending the FY 2011/12 operating budget to appropriate \$40,365 from the General Fund Reserve (1000) to the Facilities Division (7620)

ATTACHMENT: Resolution No. 2012-__

RESOLUTION NO. 2012-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2011/12 BUDGET TO ALLOCATE \$40,365 FROM THE GENERAL FUND (1000) TO THE FACILITIES DIVISION (7620) FOR THE REPLACEMENT OF THE HVAC DUCT WORK AT THE COMMUNITY CENTER AND ACTIVE ADULT CENTER

WHEREAS, on June 15, 2011, the City Council adopted the operating and capital improvement projects budget for Fiscal Year 2011/12; and

WHEREAS, a staff report has been presented to said Council discussing the need to replace the 315 feet of existing HVAC roof ducting that serves the Community Center and Active Adult Center; and

WHEREAS, an additional appropriation of \$40,365 is requested from the General Fund (1000) to the Facilities Division (7620) to fund this project; and

WHEREAS, Exhibit A hereof describes said budget amendment and its resultant impact to the budget line item.

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

SECTION 1. A budget amendment allocating \$40,365 from the General Fund (1000) to the Facilities Division Budget (7620) for the replacement of 315 feet of existing HVAC roof ducting that serves the Active Adult Center and Community Center more particularly described in Exhibit A attached hereto 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 4th day of January, 2012.

ATTEST:

Janice S. Parvin, Mayor

Maureen Benson, City Clerk

ATTACHMENT: Exhibit A - Budget Amendment

EXHIBIT A

**BUDGET AMENDMENT FOR GENERAL FUND (1000) FOR REPLACEMENT OF
315 FEET OF EXISTING HVAC ROOF DUCTING THAT SERVES THE
COMMUNITY CENTER AND ACTIVE ADULT CENTER
FY 2011/12**

FUND ALLOCATION FROM:

Fund Title	Fund Account Number	Amount
General Fund	1000-5500	\$40,365
Total		\$40,365

DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:

BUDGET NUMBER	ORIGINAL BUDGET	REVISION	ADJUSTED BUDGET
1000.7620.0000.9252	\$128,113	\$40,365	\$168,478
Total	\$128,113	\$40,365	\$168,478

Finance approval: *Jyl*