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# City Council Report

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City Council Meeting: September 24, 2013

Agenda Item: 3C

To: Mayor and City Council  
From: Martin Pastucha, Director of Public Works  
Subject: Bid Award for Tile Contractor Services

## Recommended Action

Staff recommends that the City Council award Bid #4098 and issue a purchase order for tile contractor services to M.C. Tile Co., a California-based company, in an amount not to exceed \$75,000 for FY 2013-14, with two one-year options to renew at a 3% increase in price each year, for a total award amount of \$232,000 over a three-year period.

## Executive Summary

The City contracts out tiling services for remodeling projects as well as various repair work consisting of demolition of existing tile work, purchase and installation of new tiles and associated materials in various City facilities. In July 2013, the City solicited bids for such services. After reviewing the only bid received, staff recommends M.C. Tile Co. to provide tile contractor services for a total not to exceed amount of \$232,000 over a three-year period.

## Discussion

The City requires contractual services for demolition of existing tile work, purchase and installation of new tiles and associated materials for remodeling and renovation projects in various City facilities. This service would also be provided if necessary for replacing exterior tile work in locations such as Annenberg Community Beach House, Santa Monica Municipal Pool, Public Safety Facility and other City facilities where exterior tile work has been installed in the past.

## Vendor Selection

In July 2013, the City published notices inviting bids for tile contractor services including replacement of first floor restroom tiles in the Santa Monica Pier Carousel building. The bid was posted on the City's online bidding site, and notices were advertised in the Santa Monica Daily Press in accordance with City Charter and Municipal Code

provisions. There were 91 vendors notified and 23 vendors downloaded the bid. One bid was received and publicly opened on July 24, 2013 per Attachment A. The bid was evaluated based on price, previous experience and compliance with City specifications. Over the past five years, M.C. Tile Co. has satisfactorily performed 64 tile repair or replacement jobs at 27 City facilities at reasonable cost including kitchen and restroom remodels, flooring, planters, pool decks and walkways involving a variety of tiling materials (ceramic, mosaic, stone, terrazzo, etc.). Based on these criteria, M.C. Tile Co. is recommended as the best bidder to provide tile contractor services.

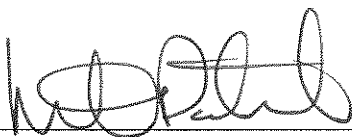
**Financial Impacts & Budget Actions**

The purchase order to be awarded to M.C. Tile Co. is for an amount not to exceed \$75,000 for the first year. The purchase order will be charged to account 01274.570060 and expenditures will be transferred to the divisions incurring the maintenance services. Funds are available in individual divisions' FY 2013-14 operating budgets. Budget authority for subsequent years will be requested in each budget cycle for Council approval. Future funding is contingent upon Council approval.

**Prepared by:** Shidan Adlparvar, Facilities Services Administrator

**Approved:**

**Forwarded to Council:**



Martin Pastucha  
Director of Public Works



Rod Gould  
City Manager

**Attachment:** A – Bid Summary

ATTACHMENT A

Bid No. 4098

Bid Description: Tile Contractor Services

Bid Closing Date: July 24, 2013

		M.C. Tile Co
		West Los Angeles, CA
Item	Description	Response
1	Materials	\$2,900.00
2	Tax (9.5%)	\$275.50
3	Labor	\$4,900.00
4	Other	T&M \$125.00 (per hour) \$1900.00 for add. Waterproofing
5	Total Price	\$8,075.50
6	Any charges marked as "Other"	Any unforeseen work due to wood frame cont. If floor drain is added it will be an additional cost to waterproof floor
7	The brand/types of tiles quoted	Dal Tile 2x2 porcelain wall and floor tile price grade
Item	Description	Response
1	Hourly Labor Rate	\$125.00 (per hour)
2	OT/After Hours -Hourly Rate	\$187.50 (per hour)
3	Days and Times which the OT/After Hours Rate Apply	Sat and Sun Mon-Fri before 7am/after 4pm
4	Labor Clock Begins Upon	Arrival at customer location
5	Labor Clock Ends Upon	Departure from customer location
6	The % Discount/Mark-Up Offered on Materials	N/A
7	Minimum Call-Out charge	\$450.00
8	Overhead Margin	42%
9	Profit Margin	16%
10	Any additional fees and charges not covered above (vehicle charges, mileage/fuel surcharges, double-time, etc)	Freight changes
Item	Description	Response
1	Years of experience performing tile contractor services	30 Years
2	List your California State Contractor License Number and indicate the type(s) of license(s) your firm possesses	#604149 Type: C-54
3	List your firm's Business Tax ID	#95-4313507
4	Indicate your firm's warranty on new construction and repair work (if offered)	N/A
5	Does your firm provide 24/7 services?	No
6	Response time for short-notice calls- Please indicate how soon your firm can be on-site at a Santa Monica location after initial notification:	24 Hours
Item	Description	Response
1	Payment Terms	N/A
2	Renewal Option Period 2	3% Increase
3	Renewal Option Period 3	3% Increase