



AGENDA REPORT

Department: Engineering and Public Works
Prepared by: Ricardo Rodriguez, Associate Engineer-Civil
Meeting Date: Tuesday, April 7, 2026
Approved by: Alejandro Hernandez, Acting City Manager

SUBJECT:

Awarding a Contract to Commercial & Industrial Roofing Co., Inc. for the Martin Luther King Jr. Community Center Roof Replacement Project, CIP No. 26-03.

RECOMMENDATION:

Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, 1) Awarding a Contract to Commercial & Industrial Roofing Co., Inc. in the Not-To-Exceed Amount of \$263,883 for the Martin Luther King Jr. Community Center Roof Replacement Project, CIP No. 26-03; 2) Authorizing a 15% Contingency in the Amount of \$39,583 for any Unforeseen Changes; and 3) Authorizing the Mayor to Execute the Contract."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:

Not Applicable.

EXPLANATION:

In October 2024, the Engineering & Public Works Department commissioned a comprehensive roof inspection and assessment of all City-owned facilities. The results of the assessment confirmed that the roof covering the Martin Luther King Jr. (MLK) Jr. Community Center located at 140 E. 12th Street, which was installed nearly 20 years ago, has exceeded its useful life and needs to be replaced. The MLK Jr. Community Center Roof Replacement project, CIP No. 26-03 will remove and replace the existing roof with a 30-year rated roof per project specifications.

On January 26, 2026, the bid solicitation was posted on PlanetBids, a free public electronic bidding system for contractors. On January 29, 2026 and February 5, 2026, the bid solicitation was advertised in the local newspaper. On February 26, 2026, seven (7) bids were received by the 2:00 p.m. deadline and Commercial & Industrial Roofing Co., Inc. was the apparent lowest bidder with a total bid amount of \$263,883.

Upon review of all documents submitted, Commercial & Industrial Roofing Co., Inc.'s bid was deemed responsive and they are the lowest responsible bidder qualified to perform the work as described in the project specifications.

Staff recommends awarding a contract to Commercial & Industrial Roofing Co., Inc. in the not-to-exceed amount of \$263,883 and authorizing a 15% contingency in the amount of \$39,583 to address any unforeseen conditions that may arise.

FINANCIAL STATEMENT:

Appropriations are available in the General Fund Capital Improvement Program (CIP) budget in the following expenditure account:

Contract Award

399-10-18-18500-7598-1500100 (Facility Upgrades) – \$263,883

15% Contingency

399-10-18-18500-7598-1500100 (Facility Upgrades) – \$39,583

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:

Public Safety

ENVIRONMENTAL REVIEW:

This is a project under CEQA subject to a Categorical Exemption. Existing Facilities. CCR 15301(c).

PUBLIC NOTIFICATION:

The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:

Not Applicable

EXHIBITS:

Exhibit A – Bid Opening Summary

Exhibit B – Summary of Bid Items

Exhibit C – Owner-Contractor Agreement

Exhibit D – Resolution