



CITY OF MENIFEE

SUBJECT: Contract Change Order No. 1 to M. Brey Electric, Inc. for Flooring Installation Services

MEETING DATE: July 19, 2023

TO: Mayor and City Council

PREPARED BY: Nancy Rodriguez, Management Analyst

REVIEWED BY: Jonathan Nicks, Deputy City Manager

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute Contract Change Order No. 1 to the Contract Services Agreement with M. Brey Electric, Inc. for flooring installation services at the Kay Cenicerros Senior Center and West Annex facilities, in the total amount of \$3,245.30, for a revised total not-to-exceed an aggregate sum of \$20,865.30.

DISCUSSION

The City of Meniffee's Community Services Department is in the process of installing new flooring at the Kay Cenicerros Senior Center and West Annex facilities. New flooring is required at both facilities due to extreme wear and tear of the current floor and to improve the overall maintenance of the existing facility.

On June 6, 2023, the City executed a Contract Services Agreement with M. Brey Electric, Inc. for a total of \$17,620. The Agreement included all labor, materials, services, and equipment for the floor installation. One change order for the amount \$3,245.30 was found to be necessary. As the contractor removed the old floor, they found moisture and irregular floor leveling throughout the Kay Cenicerros Senior Center which poses a safety hazard if left unaddressed. The additional work includes the installation of a floor sealer and self-leveling components. The final installation cost for the flooring is \$20,865.30. The proposed increase amount of \$3,245.30 exceeds the 10% change order signing authority of the City Manager and requires City Council approval to execute.

STRATEGIC PLAN OBJECTIVE

Safe and Vibrant Community

FISCAL IMPACT

The current fiscal impact for Change Order No. 1 is \$3,245.30, increasing the amount from \$17,620 to \$20,865.30. Funding for the proposed change order is available within the adopted Fiscal Year 2022/2023 Budget, under Account No. 116-4660-52050.

ATTACHMENTS

1. Contract Services Agreement - M. Brey Electric, Inc.
2. Change Order No. 1