



# COUNTY OF MENDOCINO

## General Services Agency

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### Staff Report

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**Date:** August 29, 2023  
**To:** The Honorable Board of Supervisors  
**From:** Janelle Rau, General Services Agency Director  
**Subject:** Garland DBS Inc. Design Build Roofing Contracts

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#### Summary:

Due to last Winter 2023 storm events experienced in Northern California, there is a large backlog of major roof replacement projects across the state. The roof of the Agriculture & Farm Advisor building has been deteriorating for some time, but during the Winter 2023 storm events suffered additional damage and created additional leaks in the building. Ten work orders resulting in interim remediation work were entered by employees housed in the building as a direct result of the winter storms. On March 14, 2023, the Board of Supervisors approved creation of the Capital Improvement Project and Funding for the Agriculture & Farm Advisor Roof Replacement Project in the amount of \$300,000 from the Certificate of Participation bond funding.

The solicitation of Architectural Services, design and approval process can take up to six months. Subsequently, the formal bidding process would require another two months or more for a confirmed contract. The awarded contractor would then order materials and place us on their next available time slot on their schedule. These processes would delay the project into the wet winter months and result in greater risk of damage to property from water damage. The present state of the Agriculture & Farm Advisor building roof is such that any subsequent storm will likely cause additional damage to the roof and the interior of the building.

#### Authority:

Public Contract Code Section 22050 provides that in the case of an emergency, a public agency, pursuant to a four-fifths vote of its governing body, may repair or replace a public facility, take any directly related and immediate action required and procure the necessary equipment, services and supplies, without giving notice for bids to let contracts. Public Contract Code Section 1102 defines an emergency as “a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.” The state of the Agriculture & Farm Advisor Building roof is such that immediate action is necessary to mitigate additional damage to the building that will occur as part of storm events that will occur during Winter 2024. These facts will not permit a delay that would result from a competitive solicitation for bids and immediate roof replacement is necessary in order to secure the Agriculture & Farm Advisor building.

#### Contracting Process:

The Garland Company is a major international manufacturer and supplier of roofing materials. Through their subsidiary company, Garland DBS Inc., they provide turn-key roof repair and replacement services including design, engineering, bidding and directly contracting with local/regional roofing contractors. In addition to a streamlined design and bidding process which consists of receiving bids from a pool of pre-qualified contractors, they provide project oversight and contractor management. Roofing projects use Garland's premium, warrantied materials at a discounted rate, but the installation is completed by local or regional licensed roofing contractors.

Current Proposal:

The General Services Agency, Facilities & Fleet Division staff requested and received from Garland a design-build proposal for roof replacements at the County Agriculture & Farm Advisor building (Bldg. #36) in Ukiah. Garland has completed design and engineering for the project and solicited roofing bids to replace the roofing on the building, including more efficient gutter and roof design improvements.

Exhibit A provides for the design, engineering, preparation of permit and construction drawings as well as the removal and replacement of the roofing for the Agriculture & Farm Advisor Building #36 including any rot repair, modifications to the gutter system, roof component design improvements and supervision of all subcontractors to provide a fully warrantied roof system.