

BOARD MEETING DATE: October 3, 2014

AGENDA NO. 9

PROPOSAL: Transfer Appropriation for Replacement of Auditorium Seating Contract

SYNOPSIS: On June 6, 2014 the Board approved a contract for the replacement of the auditorium seating. This action transfers appropriation from Services and Supplies Major Object to Capital Outlay Major Object to fund this contract.

COMMITTEE: Administrative, September 12, 2014; Recommended for Approval

**RECOMMENDED ACTION:**

Transfer appropriation in the amount of \$150,000 from the General Fund FY 2014-15 District General Services and Supplies Major Object, Building Maintenance Operation account to Capital Outlay Major Object.

Barry R. Wallerstein, D.Env.  
Executive Officer

WJ:BJ

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**Background**

The existing audience seating in SCAQMD's auditorium and various conference rooms was installed during the construction of the Diamond Bar headquarters in 1990-91. The life expectancy of the seating is from 15 to 20 years, depending on the use. The auditorium and adjacent conference rooms have consistently been utilized for SCAQMD Board meetings and events, Diamond Bar City Council meetings and numerous public meetings over the past 23 years. Building Maintenance staff has been maintaining the existing conference room seating, and replacement parts are no longer available. This has necessitated the need for new auditorium and conference room seating. The new configuration of the seating will also bring SCAQMD into compliance with current ADA standards and requirements.

**Proposal**

On November 1, 2013, the Board approved release of RFP #P2014-08 to receive competitive bids for replacement of auditorium and conference room seating. Six contractors attended the mandatory bidders' conference on November 15, 2013. On December 5, 2013, a single qualified bid was received. Staff rebid the project to obtain more qualified bids. On February 7, 2014, the Board approved release of RFP #P2014-08R for replacement of auditorium and conference room seating. Six contractors attended the mandatory bidder's conference on February 20, 2014. On March 12, 2014 three qualified proposals were received, with American Seating being evaluated the most qualified bidder. On June 6, 2014, the Board authorized the Chairman to execute a contract with American Seating. The contract was not executed in time to encumber the FY 2013-14 funds for this project.

As this capital outlay project was not completed within FY 2013-14, this proposal includes a recommended action to transfer an appropriation of \$150,000 from the General Fund FY 2014-15 Services and Supplies Major Object to the Capital Outlay Major Object to fund the contract in the current fiscal year.

**Resource Impacts**

Sufficient funds are available in the FY 2014-15 District General Capital Outlay Major Object for this action following the transfer of funds from the Services and Supplies Major Object.