

# **PALM DESERT HOUSING AUTHORITY STAFF REPORT**

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MEETING DATE: June 12, 2025

PREPARED BY: Lucero Leyva, Senior Project Manager

SUBJECT: AWARD CONTRACT TO GARLAND/DBS, INC., FOR ROOF REPLACEMENTS AT LAS SERENAS, NEIGHBORS AND PUEBLOS (PROJECT NO. CHA00011)

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## **RECOMMENDATION:**

1. Award the construction contract to Garland/DBS, Inc., for Roof Replacements at Las Serenas, Neighbors, and Pueblos (Project No. CHA00011) in an amount not to exceed \$4,594,147.
2. Authorize the Director of Finance to set aside contingency in the amount of \$459,415 for unforeseen conditions.
3. Authorize Director of Finance to appropriate \$369,415 from Housing Authority Reserve to Account No. 8714195-4331100.
4. Authorize the Chairperson and/or the Executive Director to execute the Agreement and written requests for change orders up to the contingency amount, amendments, and any documents necessary to effectuate the actions taken herewith.
5. Authorize the Chairperson and/or Executive Director to execute the Notice of Completion (NOC) and the City Clerk to file the NOC upon satisfactory completion of the Project.

## **BACKGROUND/ANALYSIS:**

The Housing Authority Board has approved the engagement of Garland/DBS, Inc. (Garland) to perform a comprehensive roof assessment, along with necessary repairs and related services, across the full portfolio of properties owned by the Palm Desert Housing Authority (Housing Authority). At the request of City staff, Garland conducted assessments of all properties and identified Las Serenas, Neighbors, and Pueblos as having the most urgent roof maintenance needs.

Site specific information:

- Las Serenas Apartment – 20 Buildings with 150 Units
- Neighbors Apartments – 3 Buildings with 24 Units
- Pueblos Apartments – 3 Buildings with 15 Units

The scope for this project includes:

- Removal and replacement of existing low slope roofing systems down to the substrate
- Repair or replacement of damaged substrate, fascia, insulation and decking
- Installation of a new roof system using Garland specified materials
- Upgrades to the drainage system

Please see attached “Garland/DBS, Inc. PDHA Proposal” for the complete description of scope of work.

The delivery method for this project involves Garland/DBS, Inc. serving as the prime contractor, responsible for supplying the roofing materials, while a subcontractor provides the labor and installation with the firm names listed below. Garland provided the Housing Authority with three competitive contractor bids for the roof replacement and/or repair work. Each bid included two distinct scopes of work for the Las Serenas Apartments:

- **Option 1** includes targeted roof repairs, with replacement of damaged tiles as needed and matching existing materials to maintain visual consistency.
- **Option 2** includes the roof repairs outlined in Option 1 for the Neighbors and Pueblos apartments, as well as the installation of a new waterproofing layer and full tile replacement for all 20 buildings in the Las Serenas complex.

These options were developed at the request of City staff following Tropical Storm Hilary, which resulted in approximately 28 emergency roof repair incidents at Las Serenas. Subsequent inspections revealed significant signs of deterioration in the visible portions of the underlayment—the primary waterproof barrier of the roof system—raising concerns about the overall integrity of the roof. Based on these findings, staff evaluated long-term repair solutions.

Both proposed options include a five-year installation warranty from the contractor and a 30-year material warranty from Garland. The following is a summary of the bids submitted for option 1 and 2:

- **Option 1 – Roof Repairs for all three Properties**

R&R Roofing & Waterproofing, Inc.	\$2,041,076
Chapman Coast Roof Co	\$2,432,401
Commercial Roofing Systems	\$2,498,181

- **Option 2 – Complete Tile Replacement of Las Serenas Apartment and Roof Repairs for Neighbors and Pueblos Apartments**

R&R Roofing & Waterproofing, Inc.	\$4,594,147
Chapman Coast Roof Co	\$6,125,644
Commercial Roofing Systems	\$6,751,025

R&R Roofing & Waterproofing, Inc., submitted the lowest bids across both options.

The Housing Authority seeks to enter into an agreement with Garland under Omnia Contract No. PW1925 (a copy of which is on file with the City Clerk of Palm Desert) to carry out the proposed project. Omnia is a cooperative purchasing organization formed to help public agencies and non-profits across the United States reduce procurement costs by leveraging collective purchasing power. It achieves this by issuing solicitations and awarding contracts through a lead public

agency for commonly used products and services, ensuring pricing is fair, reasonable, and competitive. In accordance with Section 3.30.160(E) of the Palm Desert Municipal Code, the Housing Authority is permitted to utilize cooperative pricing agreements such as Omnia’s for purchases made through approved vendors.

Staff recommends awarding the contract for the Roof Replacements Project at Las Serenas, Neighbors, and Pueblos to Garland/DBS, Inc., with R&R Roofing and Waterproofing, Inc. serving as their subcontractor. This recommendation is based on the comprehensive scope of work outlined in Option 2, which includes both targeted roof repairs and full roof replacements as specified.

**Legal Review:**

This report has been reviewed by the City Attorney’s Office.

**FINANCIAL IMPACT:**

Funds for this purpose have been budgeted as part of the FY 2024-25 Annual Budget, however an appropriation is necessary to cover a portion of the 10% contingency being requested for any unforeseen circumstances. Any unused contingency amount will be returned and reallocated upon completion. This action does not have a financial impact to the General Fund.

<i><b>PDHA Roof Replacements Project (CHA00011)</b></i>	<i><b>Approved Budget</b></i>	<i><b>Expenditures</b></i>	<i><b>Available Balance</b></i>
<i>Housing Authority Replacement Expenditures Fund (8714195-4331100)</i>	4,684,147		
<i><b>Construction Contract:</b></i>			
<i><b>Garland/DBS, Inc.</b></i>		4,594,147	
<i><b>Appropriation/Contingency</b></i>	369,415	459,415	
<i><b>Totals</b></i>	<b>5,053,562</b>	<b>5,053,562</b>	<b>0</b>

**ATTACHMENTS:**

- 1. Garland/DBS, Inc., Proposal #25-CA-250256
- 2. Draft Construction Contract
- 3. Payment and Performance Bonds