



## NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

### MEMORANDUM

**TO:** NOACA Board of Directors

**FROM:** Grace Gallucci, Executive Director

**DATE:** March 3, 2017

**RE:** **Resolution 2017-006 – Procurement – NOACA Restroom ADA Accessibility and Rehabilitation**

#### **ACTION REQUESTED**

The Board of Directors is asked to approve the award of a contract to R. L. Hill Management, Inc. for NOACA's Restroom ADA Accessibility and Rehabilitation Project in the not to exceed amount of \$167,096, as well as the corresponding budget and OWP revisions required.

The Finance and Audit Committee supports this recommendation.

#### **BACKGROUND/JUSTIFICATION FOR CURRENT ACTION**

NOACA purchased its existing building at 1299 Superior Avenue 18 years ago, remodeling it from an empty furniture store into a suite of offices, restrooms and meetings rooms. It was at this time that the six stacked restrooms were constructed. No other restroom improvements or rehabilitation has occurred during this time. Last summer NOACA experienced many leaks in and around various fixtures in all six restrooms which has caused some damage to sub-floors and flooring. At this time it was discovered that NOACA's restrooms were not in full compliance with the 2010 Revised ADA Regulations Implementing Title II and Title III. In light of this, NOACA contracted with Wolf Maison Architecture to review our restrooms for ADA compliance as well as for potential rehabilitation needs. It was determined at this time that the restroom fixtures have exhausted their useful life.

Wolf Maison Architecture found that our restrooms were at various levels of compliance, while none were 100% in compliance. It was recommended to make the necessary ADA changes to be in compliance and complete a restroom rehabilitation at the same time. On January 10, 2017 NOACA issued an Invitation for Bids inclusive of all ADA compliance renovations and restroom rehabilitation.

The bids were due on January 31st. NOACA received four bids. The lowest responsive bid was from R. L. Hill Management, Inc. for a firm fixed price of \$167,096. NOACA will retain a 10% contingency for this project making the total project cost \$183,806. Staff is recommending awarding this contract to R. L. Hill. It is anticipated the work will begin April 1, 2017 and take approximately 90 days to complete.

#### **FINANCIAL IMPACT**

NOACA currently has \$60,000 (included in indirect cost) budgeted for this project as our intent was to stage restroom rehabilitation over the course of three years (one floor per year). In December of 2016, the Lorain County Commissioners informed NOACA that they will be granting a Health Care Premium Holiday for all enrolled in the Lorain County Health Care Plan (NOACA contracts with Lorain County for employee health care). This will result in a cost reduction of \$140,000 over the months of January, February and March of

2017. NOACA requests that \$123,806 of this budget surplus be moved from the Fringe Benefits budget to the Local budget to fund this project.

Furthermore, although NOACA's Reserve Account will be used to pay for the \$183,806 expense, the entire amount will be recaptured over a 15 year period through NOACA's Indirect Cost Allocation which is charged to all projects funded with federal and state dollars. Approval of this project requires the following budget amendment:

Project Number	Project Name	Original Budget	Amended Budget	Increase
900.0	Fringe Benefits	1,864,212	1,740,406	-123,806
100.0	Local Cost	148,871	272,677	123,806
	Total			0

**CONCLUSION/NEXT STEPS**

Pending Board approval, NOACA's executive director will enter into contract with R. L. Hill Management in an amount not to exceed \$167,096.

GG/sm/2931b

**RESOLUTION 2017-006  
(NOACA Restroom ADA Accessibility  
and Rehabilitation Procurement)**

**RESOLUTION OF THE GOVERNING BOARD  
OF THE  
NORTHEAST OHIO AREAWIDE COORDINATING AGENCY**

**WHEREAS**, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the Metropolitan Planning Organization (MPO) for the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina, and the City of Cleveland; and the areawide water quality management agency for the same region; and

**WHEREAS**, NOACA renovated its existing building over 18 years ago, and no other restroom improvements or rehabilitation has occurred during this time; and

**WHEREAS**, NOACA experienced many leaks in and around various fixtures in all three restrooms which has caused some damage to sub-floors and flooring; and

**WHEREAS**, It was discovered that NOACA's restrooms were not in compliance with the 2010 Revised ADA Regulations Implementing Title II and Title III; and

**WHEREAS**, NOACA's procurement policy requires that these rehabilitation services be obtained through a competitive process following all applicable federal, state, and local policies and regulations, which was accomplished through an Invitation for Bids issued on January 10th, 2017, with bids received on January 31, 2017, of which the firm of R. L. Hill Management, Inc., of Solon, was the lowest bidder at a firm fixed price of \$167,096; and

**WHEREAS**, NOACA was granted a Health Care Premium Holiday from Lorain County resulting in a one-time savings of \$140,000 to be used toward funding this project which will be repaid over the 15-year depreciation schedule; and

**WHEREAS**, the NOACA Executive Committee has reviewed this project and recommends that the Governing Board adopt this resolution approving the contract award.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Board of the Northeast Ohio Areawide Coordinating Agency, consisting of forty-four principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:

**Section 1.** The FY 2017 OWP and Budget is amended by transferring \$123,806 from the fringe benefits line item to the local budget line item.

**Section 2.** The FY 2017 OWP and Budget is amended to allow for the expenditure of \$167,096 from NOACA Reserve Account for the NOACA Restroom ADA Accessibility and Rehabilitation project, and a 10% contingency set aside of \$16,710 for a total amendment of \$183,806.

**Section 3.** The Executive Director is authorized to enter into a contract with R. L. Hill Management in an amount not to exceed \$167,096 for the NOACA Restroom ADA Accessibility and Rehabilitation project and corresponding budget amendment.

Certified to be a true copy of a Resolution of the Governing Board of the Northeast Ohio Areawide Coordinating Agency adopted this 10<sup>th</sup> day of March 2017.

Secretary: \_\_\_\_\_

Date Signed: \_\_\_\_\_

*Nashly C. Brinda*  
3-10-2017