

**DRAFT**

**RESOLUTION 20xx-xxx**

**RESOLUTION AUTHORIZING A SERVICE AGREEMENT WITH CHAMBERS INC. DBA ROOF CONSTRUCTION FOR AS-NEEDED ROOFING MAINTENANCE SERVICES FROM JULY 1, 2025, TO JUNE 30, 2030, IN AN AMOUNT NOT TO EXCEED \$2,000,000. ALL FUNDS REQUIRED FOR FUTURE FISCAL YEARS WILL BE BUDGETED IN THE APPROPRIATE FISCAL YEAR, SUBJECT TO BOARD APPROVAL UPON ADOPTION OF EACH FISCAL YEAR'S BUDGET**

**WHEREAS**, the San Diego Unified Port District (District) is a public corporation created by the Legislature in 1962 pursuant to Harbors and Navigation Code Appendix I; and

**WHEREAS**, the District's agreement with its current Service Provider for As-Needed Roofing Maintenance Services at District facilities and properties expires on June 30, 2025; and

**WHEREAS**, the District seeks a new Service Provider for As-Needed Roofing Maintenance Services starting from July 1, 2025, through June 30, 2030; and

**WHEREAS**, Service Provider shall provide As-Needed Roofing Maintenance Services at District facilities and properties within the Cities of San Diego, Coronado, National City, Chula Vista, and Imperial Beach; and

**WHEREAS**, the Service Provider shall provide services that include, without limitation, roofing inspection and reports, and maintenance of roofing systems; and

**WHEREAS**, maintenance of roofing systems shall consist of, without limitation, resealing of flashing, sealing of holes, roof drainage maintenance, maintenance repairs to metal roofing, flat roofing, single-ply roofing, skylights, clay tiles, composite asphalt shingles, wood shingle tiles, wood shakes, and built-up or cracked TPO membrane; and

**WHEREAS**, in addition to the services outlined above, the Service Provider may be required to perform other roofing-related tasks that are necessary for the proper maintenance, preservation, or enhancement of District properties; and

**WHEREAS**, these additional services may include without limitation roof modification or retrofitting to accommodate new equipment installations (e.g., HVAC, solar panels, etc.), structural reinforcements or repairs due to unforeseen conditions,

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or specialty roofing services for unique materials and any other roofing maintenance, repair, or enhancement services requested by District that fall within the general scope of roofing maintenance but are not explicitly listed above; and

**WHEREAS**, pursuant to BPC Policy No. 110, District staff issued RFP No. 25-05MB on March 5, 2025, with proposals due by April 8, 2025; and

**WHEREAS**, the District received three (3) proposals that were determined to be responsive and acceptable; and

**WHEREAS**, following a review of the proposals, a District selection panel interviewed the responsive firms to determine which offered the best value to the District; and

**WHEREAS**, a decision analysis was conducted by staff to evaluate the Service Providers according to the standard weighted criteria listed in the RFP; and

**WHEREAS**, based on the decision analysis and review of proposals, the selection panel determined that Chambers Inc. offered the best value to the District; and

**WHEREAS**, funds for FY 2026 are budgeted in the General Services Department Facilities Maintenance – As-Needed Maintenance budget (650131); and

**WHEREAS**, the full requirement was not funded for FY 2026 and the estimated maintenance requirement for FY 2026 is \$400,000; and

**WHEREAS**, General Services will request funding for FY 2026 maintenance during the mid-year budget review and funds required for future fiscal years will be budgeted in the appropriate year subject to BPC approval upon adoption of each fiscal year’s budget; and

**Cash Requirement Forecast**

<b>FY2026</b>	<b>FY2027</b>	<b>FY2028</b>	<b>FY2029</b>	<b>FY2030</b>
\$70,000	\$400,000	\$400,000	\$400,000	\$400,000
Requirements				
\$330,000				
<b>Total Cash Requirement</b>				<b>\$2,000,000</b>

*The requirements (\$1.2M) pertain only to preventive maintenance, not repairs*

**WHEREAS**, the proposed BPC action does not constitute a project under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Sections 15352 and 15378 because no direct or indirect changes to the physical environment would occur and, therefore, no further CEQA review is required; and

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**WHEREAS**, the proposed BPC action complies with Sections 21 and 35 of the Port Act which allow for the BPC to pass resolutions and to do all acts necessary and convenient for the exercise of its powers; and

**WHEREAS**, the proposed BPC action is consistent with the Port Act and, accordingly, the Public Trust Doctrine; and

**WHEREAS**, the proposed BPC action does not allow for development, as defined in Section 30106 of the California Coastal Act, or new development, pursuant to Section 1.a. of the District's Coastal Development Permit (CDP) Regulations because there will not be, without limitation, a physical change, change in use or increase in intensity of uses, therefore, issuance of a CDP or exclusion is not required; and

**WHEREAS**, staff recommends the BPC select and authorize a service agreement with Chambers Inc. dba Roof Construction for as-needed roofing maintenance services from July 1, 2025, through June 30, 2030, for an amount not to exceed \$2,000,000.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Port Commissioners of the San Diego Unified Port District hereby selects and authorizes a service agreement with Chambers Inc. dba Roof Construction for as-needed roofing maintenance services from July 1, 2025, through June 30, 2030, for an amount not to exceed \$2,000,000.

APPROVED AS TO FORM AND LEGALITY:  
GENERAL COUNSEL

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By: Assistant/Deputy General Counsel

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 6<sup>th</sup> day of June 2025, by the following vote: