

EQUIPMENT PURCHASE APPROVAL REQUEST

Child Care and Development Division (CCDD)

NOTE: Child Care and Development Division (CCDD) approval is required prior to incurring costs when the total amount equals or exceeds \$5,000 per unit cost, including tax, and/or \$10,000 in sum, including tax. Private agencies are required to obtain and submit documentation of at least three (3) bids for purchases requiring CDSS approval. Public agencies shall comply with the applicable section of the Public Contract Code (PCC).

PART I

SPECIAL NOTE: Object Classification 6400 - Equipment and Object Classification 6500 - Equipment Replacement - The contractor listed below must apply for approval to use child care and development contract funds to purchase items of equipment, with a cost per item exceeding the limit specified in the Funding Terms and Conditions.

| | | | |
|--|-------------------------------------|------------------------------|------------------------------|
| CONTRACTOR City of La Habra | ADDRESS 215 N. Euclid St. | CITY La Habra | ZIP CODE 90631 |
| CONTACT PERSON Johanna Perez | TELEPHONE 562-383-4271 | CONTRACT TYPE CCTR | VENDOR NUMBER 2183 |

PART I - DESCRIPTION OF EQUIPMENT (Identify types of equipment proposed for purchase.)

| QUANTITY | ITEM | ITEM COST | TOTAL COST | ITEM PLACEMENT (SITE ADDRESS) | ESTIMATED USEFUL LIFE EXPECTANCY | JUSTIFICATION ATTACHED |
|----------|----------------------|-----------|------------|-------------------------------|----------------------------------|--|
| 1 | Phase 2 FC& Sons | 144808.39 | 353191.20 | 215 N Euclid St. La Habra CA | 10 YEARS | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| | Roofing Construction | | | | ____ YEARS | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | | ____ YEARS | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | | ____ YEARS | Yes <input type="checkbox"/> No <input type="checkbox"/> |

PART II - CERTIFICATION

I hereby certify that the above information is true and correct to the best of my knowledge. I also agree to abide by Funding Terms and Conditions requirements with regards to the title, use, disposition, and retention of equipment purchased with child care and development contract funds provided by the California Department of Social Services.

SIGNATURE OF AUTHORIZED REPRESENTATIVE

Johanne Pariz

TITLE

Executive Director

DATE

04/22/2024

PART III - FOR CDD USE ONLY

COMMENTS

The City of La Habra is requesting approval to start phase two of water damage project at the Euclid Location in which the roof and ceiling remodel will continue. The estimated requested cost for the CCTR apportionment would be 41 %, including a 20% contingency for approximately \$144,808.39. The approved CCTR amount is \$144,808.39. A justification letter and bid has been submitted as a water damage emergency project according to FTC's.

CCDD receipt date: 4/223/2024
 Contractor notification date: 04/2024

CONSULTANT RECOMMENDATION

Requested: \$ 144,808.39
 Approved: \$ 144,808.39

Fiscal Year: 23 / 24
 Year-to-Date Balance: \$

CONSULTANT

Leslie Mitchell

DATE

04/23/24

ADMINISTRATOR

Rosanne Pitz

DATE

4/23/2024

Distribution: Original: Contractor, copies to Audits, Fiscal Analyst, CCDD Consultant, and Contractor file.



City of La Habra

"A Caring Community"

CHILD DEVELOPMENT DIVISION

215 N. Euclid Street
La Habra, CA 90631
Office: (562) 383-4270
Fax: (562) 383-4474

April 22, 2024

Leslie Mitchell
Child Development Consultant
California Department of Social Services
Child Care and Development Division
744 P Street, Sacramento CA 95814
Office (916) 858-9379
Leslie.Mitchell@dss.ca.gov

RE: Request for Approval for Facility Projects

Hello Leslie,

The City of La Habra Child Development Division requests your approval to complete the following project at the City of La Habra **Child Development Center (MAIN)**. **Site Address:** 215 N. Euclid, La Habra, CA 90631

Project: Final STEP (Phase II) Roof Replacement & Repair

Justification: The roof and ceiling at the 215 N. Euclid Main site (Downstairs) need immediate attention and repair. Due to the current damage and the need for immediate emergency repairs, all children and staff have been relocated pending the completion of this project. For the final step (Phase II), FC & Son's Roofing scope of work includes furnishing all labor, materials, equipment, and services as may be necessary to remove existing BUR roof systems down to the wood deck and install a Weather Weld Seamless Composite System. The estimated cost for the CCTR apportionment would be 41% of the total, including a 20% contingency for a price of approximately **\$144,808.39**. The need to repair and remodel the roof and ceiling ensures the space is in good condition and safe for children, parents, and staff. **Procurement policies and procedures for the City of La Habra will be adhered to when purchasing the above items. This did not go out to bid as this situation requires immediate emergency repair.**

Please let me know if you need anything else to process this request or if you need to speak to me regarding these projects; you may contact me at (562) 383-4270.

I am looking forward to your favorable response regarding these projects.

Thank you.


Johanna Perez

Executive Director
City of La Habra Child Development

La Habra Child Development

Cost Allocation for FC & Sons Roofing

Site Name Location: CDC 215 S. Euclid, La Habra CA 90631

| Main Office Roof Repair DOWNSTAIRS (Phase II) | | CCTR Acct: 138151 41% | CSPP Acct: 138254 59% |
|--|--------------|------------------------------------|------------------------------------|
| | Total | | |
| | | \$294,326.00 | \$173,652.34 |
| FC & Sons Roofing: Scope of Work - Furnishing all labor, materials, equipment, and services as may be necessary to remove existing BUR roof systems down to the wood deck and install a Weather Weld Seamless Composite System specification. | | \$120,673.66 | \$173,652.34 |
| 20% Contingency | | \$58,865 | \$34,730.47 |

Grand Total \$353,191.20 \$144,808.39 \$208,382.81