



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council
FROM: City Manager
SUBJECT: City Hall and Veterans Neighborhood Library Reroofing Project
MEETING DATE: April 14, 2026

RECOMMENDATION:

The City Council will consider accepting the City Hall and Veterans Neighborhood Library Reroofing Project as complete, authorizing staff to file the Notice of Completion with the County Recorder's Office, and release of 5% retention per contract provisions.

BACKGROUND:

The City identified the need to replace the existing roofing systems at City Hall and the Veterans Neighborhood Library as part of the Fiscal Year 2024/2025 Capital Improvement Program (CIP). The project scope included removal and replacement of deteriorated roofing systems that have reached the end of service life and developed multiple leaks that resulted in interior water damage that posed risk to health and overall safety of the building structure.

Through this program, the City allocated \$600,000 to implement reroofing improvements at City Hall and the Veterans Neighborhood Library, to restore building safety, improve energy efficiency, and support the long-term functionality of both facilities.

ANALYSIS

On June 8, 2025, the City Council awarded a construction contract to 4 Seasons Roofing, Inc. in the amount of \$765,690 and authorized up to 10% in contingencies and 10% for construction management and inspection services. Construction commenced on August 6, 2025, and was successfully completed in February 2026.

The work included asbestos abatement, replacement of deteriorated roof deck due due to discovered termite damage, and installation of a new energy-efficient roofing system with a 20-year warranty.

The project has since been completed; therefore, staff recommends that the City Council accept the Project as complete, authorize staff to file the "Notice of Completion" with the County Recorder's Office for the project and authorize release of Contractor's 5% retention per contract provisions.

FISCAL IMPACT:

The total cost of the construction contract with 4 Seasons Roofing, Inc. including approved change orders, is \$859,370. The project was funded through Measure AA funds and was fully supported by existing appropriations in Account No. 41-5180-57010.14137.

The project budget included appropriations for construction, contingencies, and construction management. All costs were managed within available funding sources.

Acceptance of the project as complete and release of retention will not result in any additional fiscal impact to the City.

ALTERNATIVES:

1. Approve staff recommendation
2. Disapprove staff recommendation
3. Provide further direction to staff

RELATIONSHIP TO STRATEGIC GOALS:

This agenda item relates to the 2016 Strategic Plan, Infrastructure and Facilities

Guiding Principle 4:

Develop and invest in infrastructure and beautification projects that support economic growth.

Approved and Recommended by:	Shahid Abbas, Director of Public Works
Fiscal Impact reviewed by:	Alvaro Castellon, Director of Finance
Approved as to form by:	Noel Tapia, City Attorney
Respectfully submitted:	Ernie Hernandez, City Manager

Attachment:

1. Notice of Completion