City Council Meeting
03-23-26
Item 1.B.9.

Council Agenda Report

To: Mayor Riggins and the Honorable Members of the City Council

Prepared by: Nathaniel McLean, Assistant Engineer

Reviewed by: Tatiana Holden, Interim Public Works Director/City Engineer

Approved by: Joseph D. Irvin, City Manager

Date prepared: March 5, 2026 Meeting date: March 23, 2026

Subject: Malibu Coast Animal Hospital Roof Repair Project Change Order

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RECOMMENDED ACTION: Authorize an increase of construction change order funding of $15,000 to Felson Group, Inc., for a total aggregate amount of $27,707.40.

FISCAL IMPACT: No additional appropriation is required. Funding for this request is included in the Adopted Budget for FY 2025-26 in Account No. 500-7008-7300 (Legacy Park Improvements).

Project Estimate		**Project Funding***	
Construction	$84,716.00	Legacy Park Improvements	$175,000.00
Change Order Authorization (15%)	$12,707.40		
Increase in Change Order Authorization	$15,000.00		
Total	**$112,423.40**	**Total**	**$175,000.00**

*Project Funding amounts were obtained by the Amended Budget for FY 2025-26

STRATEGIC PLAN IMPLEMENTATION: N/A

DISCUSSION: This project consists of repairing the existing roof system at the Malibu Coast Animal Hospital by installing new Thermoplastic Polyolefin (TPO) membrane over the entire existing roof to repair any existing damage, improve waterproofing, and extend the service life of the roof.

This work will be funded by the Legacy Park Improvements account. The Malibu Coast Animal Hospital is one of three commercial tenant buildings at Legacy Park that generate revenue for the City. That revenue supports debt service payments and ongoing site costs, including project planning and design, insurance, maintenance, and property management. Roof rehabilitation is a necessary maintenance activity to preserve a revenue-generating asset and ensure the continued funding of these obligations.

On September 25, 2025, the final project plans and specifications for the Malibu Coast Animal Hospital Roof Repair Project were advertised for competitive sealed proposals. On October 16, 2025, a total of seven (7) proposals were received for the project, and the apparent low bidder was Felsen Group, Inc. in the amount of $84,716.00. On November 10, 2025, City Council awarded the project to Felsen Group, Inc.

Construction was delayed until March due to the rainy weather. Construction began on March 4, 2026. Once work commenced, staff and the contractor identified more extensive deterioration than was visible during prior inspections. Recent rains further exacerbated the roof's condition, resulting in additional damaged areas requiring replacement and repair. To complete the project as intended and restore the roof to a watertight condition, and to maintain the Manufacturers 20-Year Warranty, additional materials and labor are required beyond the scope anticipated at bid.

The previously approved change order authority of $12,707.40 is insufficient to cover the added work necessary to complete construction. Staff is requesting an increase in the amount of $15,000.00 to address the increased materials and labor needs.

Staff recommends the City Council approve the authorization of $15,000 of the available project funding for this necessary change order.

ATTACHMENTS: None