



# STAFF REPORT

DATE: 09/04/2024  
TO: Honorable Mayor and City Council Members  
FROM: Community Services Department

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**2024-25**

## REQUEST FOR CITY COUNCIL ACTION

### **SUBJECT:**

HISTORIC CIVIC CENTER COOLING TOWER REBUILD AGREEMENT WITH CJS COOLING TOWER SERVICES FOR EMERGENCY HVAC REPAIRS AND REBUILD OF THE COOLING TOWER AT THE HISTORIC CIVIC CENTER FOR A TERM OF ONE YEAR IN THE AMOUNT OF \$52,045

### **EXECUTIVE SUMMARY:**

This staff report asks the City Council to approve and award the Agreement with CJS Cooling Tower Services in the amount of \$52,045 to rebuild the cooling tower at the Historical Civic Center. The cooling tower unit has reached the end of its useful life and has required significant maintenance over the years, incurring substantial costs for the City. Rebuilding the unit provides the same lifespan as purchasing a new one while offering a more cost-effective solution for the City. By investing in the refurbishment, the City can maximize the value of its existing assets and avoid the higher expenses associated with new equipment.

### **RECOMMENDED ACTION:**

That the City Council:

- a. Approve the Historic Civic Center Cooling Tower Rebuild Agreement with CJS Cooling Tower Services for emergency HVAC repairs and rebuilding of the cooling tower at the Historic Civic Center for one year in the amount of \$52,045.
- b. Authorize the City Manager or his designee to execute the Historic Civic Center Cooling Tower Rebuild Agreement with CJS Cooling Tower Services in the amount of \$52,045, including any non-substantive extensions, change orders, purchase orders, and amendments up to the amount authorized by Corona Municipal Code 3.08.050(H), which is equivalent to 10 % or \$5,204.50
- c. Authorize an appropriation of \$57,249.50 from the Historic Civic Center Fund 232 to the Community Services Department's operating budget.

**BACKGROUND & HISTORY:**

The Historic Civic Center building was constructed in the 1920s and served as Corona's second high school from September 1923 to 1960 and as Corona's City Hall from 1962 to Spring 2005. It features Spanish Revival architecture and reflected the City's growth during the 20<sup>th</sup> century playing a central role in local governance and community events. Today, the building offers performing arts programming and events, and provides educational experiences about the history of Corona.

**ANALYSIS:**

The City of Corona utilizes professional contractual services to maintain and repair HVAC units throughout various City facilities. CJS Cooling Tower Services was called for emergency HVAC repairs at the Historic Civic Center after the City's primary vendor was unavailable. Upon examination of the unit, it was deemed necessary to be rebuilt or replaced. The unit, which services the theatre and lobby, has reached the end of its useful life and has required significant maintenance over the years, incurring substantial costs to the City. Staff believes it is more cost-effective to rebuild the unit than replace it. The rebuilt unit will provide the same lifespan as purchasing a new one, while offering a more cost-effective solution for the City, making this a prudent choice for maintaining performance and budgetary constraints.

CJS Cooling Tower Services specializes in cooling tower rebuilds. They also offer competitive pricing and provide the equipment, labor, and materials needed to perform this work safely and effectively. Staff recommends approval of the agreement with CJS Cooling Tower Services for emergency HVAC repairs and rebuilding of the cooling tower at the Historic Civic Center.

**FINANCIAL IMPACT:**

Approval of the recommended actions will result in an appropriation in the amount of \$57,249.50 from the Historic Civic Center Fund 232 to the Community Services Department's operating budget within the Building Maintenance Division. There is sufficient fund balance for the recommended actions.

**ENVIRONMENTAL ANALYSIS:**

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the commonsense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action is an agreement to rebuild a cooling tower at the Historic Civic Center, and there is no possibility that approving this agreement will have a significant effect on the environment. Therefore, no environmental analysis is required.

**PREPARED BY:** SARAH ARCE, MANAGEMENT ANALYST I  
MOSES CORTEZ, FACILITIES, PARKS, AND TRAILS MANAGER

**REVIEWED BY:** DONNA FINCH, COMMUNITY SERVICES DIRECTOR

**ATTACHMENT:**

1. Exhibit 1 – Historic Civic Center Rebuild Agreement