


CITY COUNCIL ACTION REQUEST

Department(s) Finance	CEQA Not a Project, File No. PP17-003,	Coordination Airport Department; City Attorney's Office; City Manager's Budget Office	Dept. Approval /s/ Drew Corbett
Council District(s) Citywide	Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.		CMO Approval  11/25/24

SUBJECT: Actions Related to the Purchase Order with The BGR Group, LLC for Fire and Life Safety System Inspections, Testing, Maintenance, and Repair Services

RECOMMENDATION

Adopt a resolution authorizing the City Manager or her designee to exercise up to one additional one-year option to extend the term of the purchase order with The BGR Group, LLC (Santa Clara, CA) for fire and life safety systems inspections, testing, maintenance, and repair services with the last option ending on or about December 31, 2025, subject to the appropriation of funds.

BASIS FOR RECOMMENDATION

Fire and life safety systems are essential to ensure the safety and protection of passengers, airlines, staff, facilities, and equipment throughout the San José Mineta International Airport. Components of the Airport Department's fire and life safety systems include smoke and fire alarms, fire suppression units, and sprinkler systems. An external provider is utilized to perform inspection, testing, maintenance, and repair services on these fire and life safety systems. These services are needed to ensure these systems function continuously 24 hours a day, seven days a week, 365 days a year. A one-year extension to the existing purchase orders is needed for continuity of these essential services while a new solicitation is developed and completed.

In May 2019, a competitive Request for Proposal was released by the Finance Department to procure these services. The Request for Proposal provisioned for a one-year initial term and an additional four one-year options for the City to extend the term. Two responsive bids were submitted and no protests were received. The awarded vendor qualified for the City's local and small business preference. Staff awarded to The BGR Group, LLC as the best value service provider per the evaluation criteria set forth in the Request for Proposal pursuant to the evaluation procedures of the San José Municipal Code, Section 4.12.310.C(1). City Council approval for the initial award and resulting purchase orders was issued on August 13, 2019¹. Approval of this recommendation ensures the City continues to receive these essential services with minimal impact to operations.

COMMISSION RECOMMENDATION AND INPUT

No commission recommendation or input associated with this action.

COST AND FUNDING SOURCE

The recommended action relating to this purchase order of \$332,500 is funded by the Airport Non-Personal/Equipment appropriation in the Airport Maintenance and Operation Fund.

FOR QUESTIONS CONTACT: Albie Udom, Deputy Director of Finance- Purchasing & Risk Management, at Albie.Udom@sanjoseca.gov.

¹ August 13, 2019, Resolution: <https://records.sanjoseca.gov/Resolutions/RES79213.pdf>