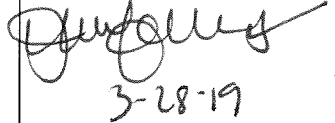


**CITY COUNCIL ACTION REQUEST**

|                                         |                                                                                |                                                                                                                                     |                                                                                                                        |
|-----------------------------------------|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| <b>Department(s):</b><br>Finance        | <b>CEQA:</b><br>Not a Project, File No. PP17-003, Agreements/                  | <b>Coordination:</b><br>Public Works Department, Office of Equality Assurance, City Attorney's Office, City Manager's Budget Office | <b>Dept. Approval:</b><br>/s/ Julia H. Cooper                                                                          |
| <b>Council District(s):</b><br>Citywide | Contracts (New or Amended) resulting in no physical changes to the environment |                                                                                                                                     | <b>CMO Approval:</b><br><br>3-28-19 |

**SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDER FOR REFRIGERATORS, FREEZERS, AND ICE-MAKERS MAINTENANCE & REPAIR SERVICES**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager to:

1. Execute a Purchase Order with Prime Mechanical Service, Inc. (Livermore, CA) for refrigerators, freezers, and ice-makers maintenance and repair services for the Public Works Department for an initial twelve-month period, starting on or about April 10, 2019 and ending on or about April 9, 2020 for an amount not to exceed \$270,000; and
2. Exercise up to four one-year options to extend the term of the Purchase Order with the last option year ending on or about April 9, 2024, subject to the appropriation of funds.

**Desired Outcome:** To ensure that the City's refrigerators, freezers, and ice makers are working in optimal condition to reduce downtime and loss of operating efficiency.

**BASIS FOR RECOMMENDATION:**

The Contracts Management Division of the Public Works Department is responsible for the purchase, maintenance and repair of City-owned refrigerators, freezers, and ice-makers used in the community centers, fire stations, police stations, and Happy Hollow Park and Zoo. Required services for these appliances include installation, removal and disposal of old units, preventative maintenance, diagnostics, repairs, replacement of components/parts, and calibration.

A competitive Request for Bid (RFB) was facilitated by the Finance Department to procure these services. Two bids were submitted and no protests were received. Staff recommends award to Prime Mechanical Service, Inc., as the lowest and responsive bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310B.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

Office of Equality Assurance City of San Jose Prevailing Wage is applicable under this purchase order.

This Council item is consistent with the City's 2018-2019 Adopted Budget City Service Areas Mission Statement: "To effectively develop, manage, and safeguard the City's fiscal, physical, technological, and human resources to enable and enhance the delivery of City services and projects."

**COST AND FUNDING SOURCE:**

| Fund # | Appn. # | Appn. Name                  | Total Appn.  | Amt. for<br>Recommendation | 2018-2019<br>Adopted<br>Operating Budget<br>Page | Last Budget<br>Action (Date,<br>Ord. No) |
|--------|---------|-----------------------------|--------------|----------------------------|--------------------------------------------------|------------------------------------------|
| 001    | 0572    | Non-Personal /<br>Equipment | \$13,771,064 | \$270,000                  | VIII-347                                         | 2/12/19<br>Ord. No 30223                 |

**FOR QUESTIONS CONTACT:** Jennifer Cheng, Deputy Director, Finance at (408) 535-7059