


### CITY COUNCIL ACTION REQUEST

<b>DEPARTMENT(S)</b> Finance	<b>CEQA</b> Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment	<b>COORDINATION</b> City Attorney's Office; City Manager's Budget Office; Department of Public Works	<b>Director Approval</b> /s/ Maria Öberg
<b>COUNCIL DISTRICT(S)</b> Citywide			<b>CMO Approval</b>  3/24/25

**SUBJECT: Actions Related to the Purchase Order with Future Flooring Group for Flooring Repair and Replacement Services**

#### RECOMMENDATION

Adopt a resolution authorizing the City Manager or her designee to:

- a) Amend purchase order OP 66068 with Future Flooring Group, (San José, CA) for flooring repair and replacement services to increase the total compensation by \$100,000 for a maximum compensation not-to-exceed \$450,000 for the period ending December 12, 2025.
- b) Exercise up to six one-year options to extend the term of the purchase order with the last option ending on or about December 12, 2031, subject to appropriation of funds.

#### BASIS FOR RECOMMENDATION

The Department of Public Works oversees the maintenance of over 400 facilities and structures within the City. Flooring repair and replacement services are needed for preventative maintenance and other projects that are critical to the integrity of City facilities and structures. Flooring plays an important role in public space design by creating ambiance, ensuring safety, and meeting the demands of multi-functional spaces. These flooring repair and replacement services provide necessary support for the Department of Public Works to address key facilities maintenance items.

In October 2024, the Finance Department released a competitive Request for Bids to procure these services. The Request for Bids provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. Two responsive bids were submitted, and no protests were received. Future Flooring Group qualified for the City's local and small business preference. Staff awarded to Future Flooring Group as the lowest priced, responsive, and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310B(1). The initial purchase order was executed to address immediate service needs. Additional funds are now needed to continue services throughout the purchase order term. Approval of this recommendation will ensure the City continues to receive these essential services with minimal impact to operations.

#### COMMISSION RECOMMENDATION AND INPUT

There is no commission recommendation or input associated with this action.

#### COST AND FUNDING SOURCE

The recommended action relating to this purchase order of \$100,000 is funded by the Public Works Non-Personal/Equipment appropriation in the General Fund.

**FOR QUESTIONS CONTACT:** Albie Udom, Deputy Director of Finance - Purchasing and Risk Management, at [Albie.Udom@sanjoseca.gov](mailto:Albie.Udom@sanjoseca.gov).