


**CITY COUNCIL ACTION REQUEST**

<b>DEPARTMENT(S)</b> Finance	<b>CEQA:</b> Not a Project, File No. PP17-002, Consultant services for design, study, inspection, or other professional services with no commitment to future action.	<b>COORDINATION</b> City Attorney's Office; City Manager's Budget Office; Department of Environmental Services	<b>Director Approval</b>  /s/ Maria Öberg
<b>COUNCIL DISTRICT(S)</b> Citywide			<b>CMO Approval</b>  4/3/25

**SUBJECT: Actions Related to the Purchase Order with Bay City Boiler and Engineering Company, Incorporated for Boiler Maintenance, Repair, and Installation Services**

**RECOMMENDATION**

Adopt a resolution authorizing the City Manager or her designee to exercise two additional one-year options to extend the term of the purchase order with Bay City Boiler and Engineering Company, Incorporated (Hayward, CA) for boiler maintenance, repair, and installation services with the last option ending on or about February 12, 2028, subject to the appropriation of funds.

**BASIS FOR RECOMMENDATION**

The Department of Environmental Services requires maintenance and upgrade services for the hot water boilers at the Nitrification and Filtration building at the Regional Wastewater Facility to ensure operational efficiency and continued compliance with relevant Bay Area Air Quality Management District emission regulations. Services required include, but are not limited to, the removal and replacement of outdated burners and tuning of boilers to meet required emission standards. Failure to comply with the Bay Area Air Quality Management District emission standards could result in monetary penalties and could also impact operational efficiency.

In December 2022, the Finance Department released a competitive Request for Quotes to procure these services. The Request for Quotes provisioned for a one-year initial term and an additional four one-year options for the City to extend the term. One responsive bid was submitted, and no protests were received. The sole bidder did not qualify for the City's local or small business preference. Staff awarded to Bay City Boiler Engineering Company, Incorporated as the sole responsive and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310.B(1). Purchase orders have been executed under the City Manager's authority limit for services contracts. City Council approval is now required for continuity of services. The option period for February 13, 2026, to February 12, 2027 is projected to be in the amount of \$135,000 and future options will be subject to appropriation. Approval of this recommendation ensures the City continues to receive these essential services with minimal impact to operations.

**COMMISSION RECOMMENDATION AND INPUT**

The Treatment Plant Advisory Committee will consider this item on April 10, 2025. A supplemental memorandum with the committee's recommendation will be included in the amended April 15, 2025, City Council meeting agenda.

**COST AND FUNDING SOURCE**

The recommended action relating to this purchase order of \$135,000 is funded by the Environmental Services Department's Non-Personal/Equipment Appropriation in the San José-Santa Clara Treatment Plant Operating Fund.

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