


CITY COUNCIL ACTION REQUEST

Department(s): Finance	CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	Coordination: City Attorney's Office, City Manager's Budget Office; Department of Parks, Recreation, and Neighborhood Services	Dept. Approval: /s/ Maria Öberg CMO Approval:  1/22/25
Council District(s): Citywide			

SUBJECT: Actions Related to the Purchase Order with TMT Enterprises, Inc. for Construction and Landscape Materials

RECOMMENDATION

Adopt a resolution authorizing the City Manager or her designee to exercise up to six one-year options to extend the term of the purchase order with TMT Enterprises, Inc. (San José, CA) for construction and landscape materials, with the last option ending on or about April 30, 2031, subject to the appropriation of funds.

BASIS FOR RECOMMENDATION

The Department of Parks, Recreation, and Neighborhood Services (PRNS) requires a supply of construction and landscape materials to maintain and enhance over 200 parks and 70 miles of trails along with library and community center locations. Construction and landscape materials, including soil, rocks, and wood chips, are essential for PRNS to be able to perform renovations and maintenance and to provide high-quality recreational spaces and services to the community. These materials also help ensure that parks and recreational facilities remain safe and visually appealing for public use.

In January 2024, a competitive Request for Bids was released by the Finance Department 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. One responsive bid was submitted, and no protests were received. The sole bidder qualified for the City's local and small business preference. Staff awarded to TMT Enterprises, Inc. as the sole responsive and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310B(1) under City Manager authority. The option period for April 4, 2025, to April 3, 2026, is projected to be in the amount of \$400,000, and future options are 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

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

COST AND FUNDING SOURCE

The recommended action relating to this purchase order of \$400,000 is funded by the PRNS 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.