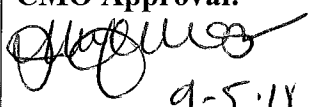


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Finance	<b>CEQA:</b> Not a Project, File No. PP17-003,	<b>Coordination:</b> Department of Public Works, City Attorney's Office, City Manager's Budget Office	<b>Dept. Approval:</b> /s/ Julia H. Cooper
<b>Council District(s):</b> Citywide	Agreements/Contracts (New or Amended) resulting in no physical changes to the environment		<b>CMO Approval:</b>  9-5-18

**SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDER FOR INTERIOR/EXTERIOR BUILDING AIR QUALITY TESTING SERVICES**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager to:

1. Execute a Purchase Order with ATC Group Services, LLC (Portland, OR) for interior/exterior building air quality testing services for the Department of Public Works for an initial twelve-month period, starting on or about October 1, 2018 and ending on or about September 30, 2019, for an amount not to exceed \$100,000, subject to the appropriation of funds; 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 September 30, 2023, subject to the appropriation of funds.

**Desired Outcome:** To ensure City-owned facilities are safe from exposure to hazardous building materials.

**BASIS FOR RECOMMENDATION:**

The Facilities Management Division of the Public Works Department requires interior/exterior building air quality testing services to identify hazardous building materials and establish necessary remediation protocols to ensure that the approximately 300 buildings owned by the City are safely maintained. The City buildings that do contain lead and asbestos need to be monitored, remediated and maintained in accordance with California Occupational Safety and Health Administration (Cal/OSHA) regulations.

A competitive Request for Quote (RFQ) was facilitated by the Finance Department to procure air quality testing services. Five bids were received. Staff recommends award to ATC Group Services, LLC as the lowest responsive and responsible bidder pursuant to the formal bidding procedures of the San José Municipal Code, Section 4.12.310C.

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

This Council item is consistent with the City's 2018-2019 Adopted Budget City Service Area Delivery Framework for Strategic Support: 1) 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; and 2) To have safe and functional public infrastructure, facilities, and equipment.

**COST AND FUNDING SOURCE:**

Various City Departments

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