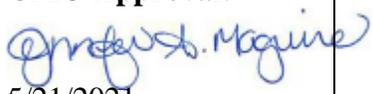




**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Finance	<b>CEQA:</b> Categorically Exempt, CEQA Guidelines 15301, Existing Facilities, File No. ER19-083	<b>Coordination:</b> PW, CAO, CMO-Budget Office	<b>Dept. Approval:</b> /s/ Julia H. Cooper
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  5/21/2021

**SUBJECT: ACTIONS RELATED TO THE PURCHASE ORDERS FOR MAINTENANCE, REPAIR AND OPERATION SERVICES FOR CITYWIDE FACILITIES**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager to:

1. Execute purchase orders with Castillo Plumbing, Inc. (Burlingame, CA), ECS Design, Inc. (San José, CA), Dynasel USA, Inc. (Santa Clara, CA), and Tucker Construction, Inc. (San José, CA) for maintenance, repair, and operation (MRO) services for citywide facilities for the Department of Public Works for an initial twelve-month period, starting on or about June 15, 2021 and ending on or about June 14, 2022 for a total cumulative compensation not-to-exceed amount of \$2,200,000; and
2. Exercise up to four additional one-year options to extend the initial term of the purchase orders with the last option year ending on or about June 14, 2026, subject to the annual appropriation of funds.

**Desired Outcome:** To ensure the City’s infrastructure of buildings, structures and facilities are preserved, safe and functioning in optimal condition.

**BASIS FOR RECOMMENDATION:**

The Department of Public Works (PW) Facilities Management Division is responsible for overseeing the maintenance and repair of over 400 citywide facilities and structures, such as police facilities, fire stations, community centers, libraries, parks, and corporate yards. Building repair and maintenance work requests from various departmental groups has increased and services are high in demand at citywide locations. It is critical to keep up with demand to maintain these essential facilities functioning in optimal condition, safe, and preserved to cut down on replacement costs.

A competitive Request for Bid (RFB) was facilitated by the Finance Department to procure these services. Four (4) responsive bids were submitted and no protests were received. Three (3) of the bidders submitted the City’s local and small business preference form; all three (3) qualified for the local business preference and two (2) of three (3) qualified for the small business preference. The preference did not impact the award recommendation as all four (4) bidders are being recommended for award due to the high demand of work and competitive pricing. Staff recommends award to Castillo Plumbing, Inc., ECS Design, Inc., Dynasel USA, Inc. and Tucker Construction, Inc. pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310B(2).

Climate Smart San José: No proposed changes to service delivery, programs or staffing that have significant community/resource impacts, including any negative impact on Climate Smart San José energy, water, and mobility goals.

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

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

This Council item is consistent with the City's 2020-2021 Adopted Operating Budget City Areas Delivery Framework:

“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:**

Services provided under this purchase order are managed by the Public Works Facilities Management Division on behalf of various City Departments. Project scope, cost and funding source(s) will vary. Facilities Management will be responsible for facilitating all services, processing invoices, and charging departments directly after the work is completed.

**FOR QUESTIONS CONTACT:** Jennifer Cheng, Deputy Director of Finance at [Jennifer.Cheng@sanjoseca.gov](mailto:Jennifer.Cheng@sanjoseca.gov)