

Meeting Date: 3/26/2013

Report Type: Consent

Report ID: 2013-00256



Title: On-Call Master Contractor Services List for Public Facilities [Two-Thirds Vote Required]

Location: Citywide

Issue: The City's existing on-call master contractor list for public facilities begins to expire on July 2, 2013.

Recommendation: Pass a Resolution suspending competitive bidding in the best interests of the City to authorize the use of a Request for Qualifications process to establish an On-Call Master Contractor List for 38 various services.

Contact: Gary Holm, Facilities & Real Property Superintendent (916) 808-6321; Yadi Kavakebi, Facilities and Real Property Superintendent, (916) 808-8427, General Services Department

Presenter: None

Department: General Services

Division: Facilities & Real Property Mgt

Dept ID: 13001511

Attachments:

1-Description/Analysis

2-Resolution

3-Exhibit 1-ON Call Master Contractor List

City Attorney Review

Approved as to Form
Kourtney Burdick
3/14/2013 9:38:05 AM

City Treasurer Review

Reviewed for Impact on Cash and Debt
Russell Fehr
3/8/2013 10:33:21 AM

Approvals/Acknowledgements

Department Director or Designee: Reina Schwartz - 3/12/2013 5:48:34 PM



Description/Analysis

Issue: On May 29, 2007, City Council adopted Resolution No. 2007-332 approving an On-Call Master Contractor Services List for Public Facilities. Since that time, various amendments have been approved to add contractors, increase contract amounts, and extend the time of performance. Contracts on the list will begin to expire on July 2, 2013. This report recommends approving the use of a Request for Qualifications (RFQ) process to identify contractors that are qualified to participate in a new list.

Policy Considerations: The recommendation in this report is in accordance with City Code Chapter 3.60 and Administrative Policy 4002 regarding exceptions to competitive bidding.

Economic Impacts: None

Environmental Considerations:

California Environmental Quality Act (CEQA): No environmental review is necessary because the recommendation in this report involves the administrative activity of preparing a list of qualified contractors who are fit to perform work on various (and yet unknown) public projects. CEQA review will occur prior to commencement of particular projects.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: The Department of General Services has successfully used the existing On-Call Master Contractor Services List for Public Facilities for several years to respond in a timely manner in delivering public facility maintenance, capital improvement projects, and emergency response services when City staff are unable to respond due to competing workload demands or when specialty services are required. Contracts on the list will begin to expire on July 2, 2013. The recommended RFQ process will be used to determine contractors that are qualified to participate in a new list.

Once the new list is established, contractors will be selected for work on a rotating basis for projects estimated to cost \$25,000 or less. For projects estimated to cost more than \$25,000, proposals will be solicited from all contractors on the list for the required service and awarded to the lowest bidder. Contracts for specific projects that exceed the dollar limits established on the list will be procured separately in compliance with the City Code and adopted policies. The types of services to be included in the RFQ process are included in Exhibit 1.

Suspending competitive bidding is required because the use of a RFQ process is an alternative to the typical process in which contractors are selected on the basis of the lowest responsive and responsible bid.

Financial Considerations: The recommendation in this report does not result in any financial impact to the City. Upon approval of this recommendation, staff will proceed with the RFQ selection process and return to City Council with a recommendation for contract awards. It is anticipated that the recommended contract term for each service on the list will begin on July 1,

2013, and continue for five years. Recommended contract amounts vary by service depending on a review of the historical amounts spent per service and the anticipated future need.

Emerging Small Business Development (ESBD): At this time no goods or services are being purchased as a result of this report.



RESOLUTION NO. 2013-

March 26, 2013

Adopted by the Sacramento City Council

SUSPENDING COMPETITIVE BIDDING AND AUTHORIZING THE USE OF A REQUEST FOR QUALIFICATIONS PROCESS TO ESTABLISH AN ON-CALL MASTER CONTRACTOR LIST

BACKGROUND

- A. The Department of General Services has successfully used the existing On-Call Master Contractor Services List for Public Facilities for several years to deliver public facility maintenance, capital improvement projects, and emergency response services when City staff are unable to respond due to competing workload demands or when specialty services are required. The list is comprised of pre-qualified contractors who are able to provide various services. Contracts with the contractors on the existing list will begin to expire on July 2, 2013.
- B. The City would like to establish another On-Call Master Contractor List following the expiration of the existing list. Authorizing the issuance of a Request for Qualifications (RFQ) will allow the City to identify contractors that are qualified for inclusion on the new list.
- C. The City Code authorizes the City Council to suspend competitive bidding when, upon a two-thirds vote, the City Council determines it is in the best interest of the City to do so.
- D. The services that will be included in the RFQ process are attached in Exhibit 1.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. In the best interests of the City, competitive bidding is suspended to authorize the use of a RFQ process to establish an On-Call Master Contractor List for the services listed in Exhibit 1.
- Section 2. Exhibit 1 is a part of this Resolution.



On-Call Master Contractor List Services to be Included in the RFQ Process
Acoustical Ceiling
Aquatics & Fiberglass Repair
Boiler Repair & Adjustment
Building Restoration (Flood/Fire/Water/Building)
Cabinet/Counter & Fabrication
Card Key (Hirsch Security)
Crane (Small Boom/Large Hydraulic)
Concrete Cutting
Concrete Pouring
Diving & Salvage (Marina)
Drain & Sewer Cleaning
Door & Lock Replacement/Repair
Drywall & Finishing
Electrical (Low Voltage -600)
Electrical (High Voltage +600)
Fencing Services (Wood/Metal/Chain Link)
Fire Systems & Monitoring
Fire Sprinkler
Flooring
Gas Detection & Repair
General Plumbing
Glass/Mirror/Storefront Replacement & Repair
Hazardous Abatement, Disposal & Remediation
HVAC (Large Tonnage) Repairs
HVAC (Small Tonnage) Repairs
HVAC Controls
Landscape/Irrigation Maintenance
Masonry & Tile
Metal/Welding/Fabrication
Overhead Door Repair & Maintenance
Painting & Abatement
Pumping
Roofing
Scaffolding
Signage
Stucco & Plaster
Trenchless Sewer (Pipe Replacement)
Water Intrusion/Abatement