

Meeting Date: 7/23/2013

Report Type: Consent

Report ID: 2013-00378

Title: Contract: On-Call Master Contractor Services List

Location: Citywide

Issue: Approving a list of on-call contractors to provide various maintenance services at City facilities will allow the City to respond to facility maintenance needs in a timely and cost-effective manner.

Recommendation: Pass a Motion: 1) approving an On-Call Master Contractor Services List (Exhibit A) for a period of five years; 2) authorizing the City Manager or the City Manager's designee to execute 58 contractor services agreements in amounts ranging from \$50,000 to \$200,000 per contractor, per service, per year as identified in Exhibit A; and 3) authorizing other City departments to use the On-Call Master Contractor Services List for competitive bidding purposes provided that each department obtains appropriate approvals and executes its own agreements and purchase orders.

Contact: Gary Holm, Facilities & Real Property Superintendent, (916) 808-6321; Yadi Kavakebi, Facilities & Real Property Superintendent, (916) 808-8432, Department of General Services

Presenter: None

Department: General Services

Division: Facilities & Real Property Mgt

Dept ID: 13001511

Attachments:

1-Description/Analysis

2-Exhibit A

City Attorney Review

Approved as to Form
Kourtney Burdick
7/10/2013 8:32:44 AM

City Treasurer Review

Reviewed for Impact on Cash and Debt
John Colville
5/31/2013 9:22:41 AM

Approvals/Acknowledgements

Department Director or Designee: Reina Schwartz - 6/4/2013 2:38:22 PM

Description/Analysis

Issue Detail: The purpose of this report is to ask the council's approval to establish an on-call master contractor services list for various contractor services used in delivering City projects. Approving the on-call list will position the Department of General Services to deliver projects in a more cost effective and efficient manner. The proposed on-call list includes 58 individual agreements for 27 different contractor services as identified in Exhibit A.

Policy Considerations: The recommendations in this report are in accordance with City Code Chapter 3.64 regarding contracting for public projects.

Economic Impacts: None

Environmental Considerations:

California Environmental Quality Act (CEQA): No environmental review is necessary because the recommendations in this report involve the administrative activity of approving and executing on-call contracts and are not considered to be a project in accordance with Section 15378(b)(2) of the CEQA Guidelines.

Sustainability: None

Commission/Committee Action: None

Rationale for Recommendation: Contracts executed for the original On-Call Master Contractor Services List for Public Facilities, approved by City Council on May 29, 2007 (Resolution No. 2007-332) will begin expiring on July 2, 2013. A new On-Call Master Contractor Services List is required to continue this "best practice" for cost effective and efficient project delivery.

On March 27, 2013, the Department of General Services issued a Request for Qualifications (RFQ) for on-call contractor services for projects defined as not exceeding \$200,000 in total contractor costs per year. The document was advertised on the City's Planet Bids website for bid opportunities. A total of 89 responses were received. A selection committee comprised of City staff from the Departments of General Services, Parks & Recreation, and Convention, Culture & Leisure reviewed and evaluated the responses based on each contractor's experience in the type of service. Committee members selected firms by scoring each response based upon criteria that was identified in the RFQ. The top-ranked firms in each type of service are recommended for award.

Financial Considerations: Each agreement executed by the Department of General Services will be in amounts ranging from \$50,000 to \$200,000 as identified in Exhibit A. Agreement amounts for each type of service are based on historical requirements since the original On-Call Master Contractor Services List for Public Facilities was approved on May 29, 2007. Purchase orders encumbering funds under these agreements will not be created until projects are identified. Funding for each purchase order will be provided for in capital improvement project budgets, which could include local, state, and federal_{2 of 6}

funds, or in department operating budgets as projects are identified. Consultants may have multiple assignments in a given year; however, the aggregate amount shall not exceed the annual contract amount identified in Exhibit A per contractor, per service, per year.

Emerging Small Business Development (ESBD): The RFQ required consultants to submit their emerging and small business certification status. Each firm's certification status is listed in Exhibit A.

EXHIBIT A

On-Call Master Contractor Services List

Type of Service	Firm Name	Maximum Yearly Contract Amount	ESBD	LBE
Acoustical Ceiling	TDP Construction	50,000	Yes	Yes
	Otto Construction	50,000	No	Yes
Boiler Repair & Adjustment	California Boiler	100,000	No	No
	Emcor Services	100,000	No	No
Building Restoration	Servpro	50,000	No	No
Cabinet/Counter & Fabrication	TDP Construction	100,000	Yes	Yes
	Otto Construction	100,000	No	Yes
Card Key Services	Access Systems	100,000	Yes	No
Concrete Cutting	Austerman Inc.	50,000	Yes	No
	Otto Construction	50,000	No	Yes
Concrete Pouring	Otto Construction	100,000	No	Yes
Door & Lock Replacement/Repair	Capitol Builders Hardware	80,000	No	Yes
Drywall & Finishing	TDP Construction	60,000	Yes	Yes
	Otto Construction	60,000	No	Yes
Electrical (Low Voltage)	Elite Power	100,000	Yes	Yes
	Leo Orciuoli	100,000	Yes	No
	Collins Electrical	100,000	No	Yes
Electrical (High Voltage)	TW Construction	100,000	No	No
Fencing (Wood/Chain Link/Metal)	Benson Fence	100,000	Yes	Yes
	Arrow Fence	100,000	Yes	No
	S & S Fence	100,000	Yes	Yes

Fire Alarm Systems & Monitoring	Sentinel Fire Equipment	50,000	Yes	Yes
	Siemens	50,000	No	Yes
Fire Sprinkler	Marquee Fire Protection	50,000	Yes	Yes
	National Fire Systems	50,000	Yes	Yes
Flooring Services	A&P Flooring	100,000	Yes	Yes
	Waldo Bowers	100,000	Yes	Yes
	Otto Construction	100,000	No	Yes
Glass/Mirror/Storefront Replacement	Capitol City Glass & Mirror	100,000	Yes	Yes
	Otto Construction	100,000	No	Yes
Hazardous Abatement, Disposal & Remediation	West Coast Environmental	200,000	Yes	No
	Parc Speciality Contractors	200,000	No	No
	Otto Construction	200,000	No	Yes
HVAC Controls (Large Tonnage)	American Chiller	150,000	Yes	No
	I-SYS	150,000	No	No
	Emcor Services	150,000	No	No
HVAC Controls (Small Tonnage)	Mielcasz & Associates	100,000	Yes	No
	Emcor Services	100,000	No	No
	I-SYS	100,000	No	No
	Online Heating & Air Conditioning	100,000	Yes	No
HVAC Controls	Emcor Services	100,000	No	No
	I-SYS	100,000	No	No
Landscape/Irrigation Maintenance	Parker Landscape Development	100,000	Yes	Yes
	Otto Construction	100,000	No	Yes
Masonry-Tile	Kenworthy Masonry	75,000	No	No
	Otto Construction	75,000	No	Yes

Metal/Welding/Fabrication	Larsson Welding	100,000	Yes	No
Overhead Door Repair, Maintenance & Service	Overhead Doors	200,000	Yes	Yes
	National Garage	200,000	Yes	No
	Industrial Door	200,000	Yes	No
Painting & Abatement	E. Rozalkis Restoration	100,000	No	No
	River City Painting	100,000	Yes	Yes
	Otto Construction	100,000	No	Yes
Stucco-Plaster	Otto Construction	80,000	No	Yes
Roofing Services	Madsen Roofing	100,000	Yes	Yes
	Otto Construction	100,000	No	Yes
Toxic Remediation	Parc Speciality Contractors	150,000	No	Yes
	ERRG	150,000	No	Yes