



City Council Report

Date: August 18, 2014
To: City Council
Through: Alex Deshuk, Manager of Technology and Innovation
From: Edward Quedens, MPA, C.P.M., CPPO, Business Services Director
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator
Subject: Dollar Limit Increase to the Term Contract for Contractor Building Maintenance Services for Citywide Facilities as requested by the Facilities Maintenance Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve a dollar limit increase to the Term Contract for Contractor Building Maintenance Services as recommended.

Facilities Maintenance and Purchasing recommend authorizing a dollar limit increase of \$150,000.00 with Diamond Ridge Development Corp., Jokake Construction Services dba Jokake Specialty Services Team, BWC Enterprises, Inc. dba Woodruff Construction, Hernandez Companies, Inc., and Carlson Building Company, Inc. (a Mesa business), increasing the contract amount from \$245,000.00 to \$395,000.00 annually, based on estimated requirements.

Background / Discussion

On September 10, 2012, Council approved the initial three-year term contract establishing a pre-qualified contractors list for non-exclusive building maintenance services on an "as-needed" basis. This contract furnishes qualified general contractor labor, all tools, and transportation to perform building maintenance and repair work on various small City projects (\$25,000 and less) as directed by the City. The contractors provide experienced journeyman to perform a variety of tasks including rough and finish carpentry, remodel work (such as walls, ceilings, doors, windows, drywall, stairs, tile, masonry, concrete, etc.), and other small type repairs within City facilities.

This term contract is currently in its second-year with its third year beginning on October 1, 2014. On June 25, 2014, Facilities Maintenance requested a \$20,000.00 increase for reaching the annual contract amount due to the high volume of projects being completed. Management administratively approved the increase and the revised upper limit of \$245,000.00. Facilities Maintenance has now reached the revised upper limit and requests the increase of \$150,000.00 for the remaining projects through September 30, 2014, end of the second-year term. Facilities Maintenance does not anticipate any further scheduled building maintenance activities through that date.

Alternatives

Council may choose not to authorize the increase and new bids will be obtained.

Fiscal Impact

The annual contract amount is funded by the Facilities Maintenance department operating budget.

Coordinated With

Facilities Maintenance and Purchasing

PURCHASING INFORMATION

Action: Dollar Limit Increase

Procurement Type: Request for Qualifications

Solicitation Number: 2012147

Responses Received: Eighteen, including one Withdrawn SOQ response

Contract Term: 10/1/2013 through 9/30/2014

DOLLAR LIMIT INCREASE RECOMMENDATION

Description	
<u>Pre-Qualified Vendors</u> contractors shall furnish qualified journeyman-level building maintenance services and special repair work as-needed	
Diamond Ridge Development Corp. – Peoria, AZ Jokake Specialty Services Team – Phoenix, AZ Woodruff Construction – Phoenix, AZ Hernandez Companies, Inc. – Phoenix, AZ Carlson Building Company, Inc. – Mesa, AZ	
Original Award Date 9/10/2012	\$225,000.00
Prior Administrative 6/26/2014	<u>\$20,000.00</u>
Current Limit	\$245,000.00
Increase Request 8/18/2014	<u>\$150,000.00</u>
New Annual Contract Amount (Year 2)	<u>\$395,000.00</u>