



# City Council Report

**Date:** October 15, 2018  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** Dollar Limit Increase to the Term Contract for Electric Switchgear Testing, Maintenance and Repairs for the Parks, Recreation and Community Facilities Department **(Citywide)**

## Recommendation

Council is requested to approve the contract amendment as recommended.

The Parks, Recreation and Community Facilities and Water Resources Departments, and Purchasing recommend increasing the dollar limit with Cannon & Wendt Electric Company, Inc. and Hampton Tedder Technical Services, Inc. by \$100,000 for the third year of the initial three-year term contract, from \$125,000 to \$225,000 annually.

## Background / Discussion

On 10/17/2016, Council approved the initial three-year contract for the Water Resources Department. This contract currently provides services including inspection, testing, preventative maintenance, evaluation, estimates for repair, and repair or replacement of electrical distribution system components located at the City's potable water and waste water facilities.

Parks, Recreation and Community Facilities (PRCF) – Facilities Maintenance requires these services for several City locations including South Center Campus, Communications, Mesa City Plaza, Municipal Court and various Police Department buildings. Facilities Maintenance will have the contractor(s) perform the required services to ensure the safety of employees and verify that if power is lost they would be able to restore the power with minimal to no downtime. PRCF has requested to be added as an authorized department with an annual contract amount of \$100,000.00 on the contract.

The next time this contract is resolicited both Facilities Maintenance and Water Resources needs will be evaluated.

## Purchase Information

Action: Amendment (Department Addition and Dollar Limit Increase)  
Procurement Type: Request for Proposals  
Contract Number: 2016287  
Initial Contract Term: Three years  
Possible Renewals: Two, one-year renewals subject to future Council consideration  
Funding Source: Parks, Recreation and Community Facilities Department – Facilities

Maintenance operating budget

Original Council Award Date: 10/17/2016

Dollar Limit History:

Original Award Amount	\$125,000.00
Addition of PRCF and Increase Request 10/15/2018	<u>\$100,000.00</u>
<b>New Contract Amount (Year 3)</b>	<b>\$225,000.00</b>