



AGENDA REPORT

Department: Public Works
Prepared by: Tirza Gonzales, Management Analyst II
Meeting Date: Tuesday, June 20, 2023
Approved by: Armando Vergara, Interim City Manager

SUBJECT:

First Amendment with San Diego Mechanical Energy, Inc. for Facilities Maintenance Services

RECOMMENDATION:

Adopt a Resolution Entitled, "Resolution of the City Council of the City of National City, California, Authorizing the Mayor to Execute a First Amendment to the Agreement with San Diego Mechanical & Energy, Inc., Extending the Agreement by One-Year to June 30, 2024."

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:

Not Applicable.

EXPLANATION:

The Facilities Division of the Engineering and Public Works Department currently maintains 27 facilities which include City Hall and MLK, the municipal pool, recreation centers, park restrooms, fire stations, a police station and warehouse, the ARTS Center, Nutrition Center, Senior Center, the library, several historic buildings, as well as two sewer pump stations and two stormwater pump stations.

Based on the need for coordinated and scheduled preventative maintenance, the unpredictability of repairs and services, and the availability and demand for qualified and certified persons, the Engineering and Public Works Department issued a Request for Proposal (RFP) for on-call and as-needed Facilities Maintenance Support Services, including, but not limited to, designs, installs and service of commercial and industrial HVAC systems and equipment, pump stations, and related equipment and services, on PlanetBids, a free public electronic bidding system on April 15, 2021. The deadline to submit responsive proposals was May 13, 2021.

The City held a pre-submittal meeting and site visit to provide an opportunity for contractors to ask questions and see the equipment and systems under consideration of the RFP on April 22, 2021. Three submitted proposals for Facilities Maintenance Support Services were received by the 5:00 p.m. submittal deadline. On May 25, 2021, a panel of Engineering and Public Works Department staff reviewed and scored the submittals based on the evaluation criteria detailed in the RFP.

On June 15, 2021, per City Council Resolution 2021-85, the City of National City entered into a two-year Agreement (with the option for three, one-year extensions) with San Diego Mechanical & Energy, Inc., based on the strength of their proposal, scored evaluations, and negotiations, for a not-to-exceed amount of \$1,400,000 to provide on-call Facilities Maintenance Support Services for the period of July 1, 2021 thru June 30, 2023.

San Diego Mechanical & Energy, Inc. has been responsive and has provided valuable services to the City. Based on a continued need for these on-call services, staff is recommending a one year extension of the agreement with no change to the not-to-exceed amount.

FINANCIAL STATEMENT:

The fiscal year 2023-24 proposed budget includes appropriations to pay for this service. During the first two years of this contract, payments to San Diego Mechanical & Energy, Inc. have totaled \$412,300.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:

Not Applicable

ENVIRONMENTAL REVIEW:

This is not a project under CEQA and is therefore not subject to environmental review.CCR15378; PRC 21065.

PUBLIC NOTIFICATION:

Agenda Report posted within 72 hours of meeting date and time in accordance with Brown Act.

ORDINANCE:

Not Applicable

EXHIBITS:

Exhibit A – First Amendment

Exhibit B – Resolution