



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** June 18, 2019

**TO:** Christine Daniel, City Manager

**FROM:** Andrew Clough, Public Works Director

**SUBJECT:** **Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A First Amendment To The Maintenance Contract With Integrity Construction Maintenance Inc. Increasing The Contract Amount By \$80,000 To An Amount Not To Exceed \$465,000 For Facilities Maintenance Of City Owned Buildings for Fiscal Year 2018-19 And Appropriating \$80,000 From Fund 650 Major Maintenance in Fiscal Year 2018/19.**

### RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution authorizing the City Manager to enter into a First Amendment to the maintenance contract with Integrity Construction Maintenance, Inc. and appropriating \$80,000 from Fund 650 Major Maintenance.

### BACKGROUND

The City contracts for the maintenance of all City owned building facilities. On June 5, 2018, the City Council authorized the City Manager to enter into a Maintenance Contract with Integrity Construction Maintenance Inc. (ICM) in an amount not to exceed \$385,000 for facilities maintenance of City owned buildings for fiscal year 2018-19. The contract was approved following a Request for Proposal (RFP) process conducted in June 2013 for maintenance services with the intention of using the selected vendor for a period of five fiscal years. ICM provides the City with a technician who performs routine maintenance and repairs as requested by the managers of the various City facilities. For minor specialty repairs that may be needed, ICM will generally provide a subcontractor to perform the work.

### DISCUSSION

During the course of work this fiscal year, more maintenance and repair service was requested and performed than anticipated when the contract was executed. The most significant unanticipated costs included the repairs at the Marina, the Arts Center Building, and the Emeryville Child Development Center (ECDC). Given all the work performed to date, an additional \$80,000 is needed to fund the cost of the unanticipated work for the current fiscal year.

### FISCAL IMPACT

The \$80,000 in additional funds needed for fiscal year 2018-19 unanticipated work is available in Fund 650 Major Maintenance – Account 77030.

## **STAFF COMMUNICATION WITH THE PUBLIC**

None.

## **CONFLICT OF INTEREST**

None.

## **CONCLUSION**

Staff recommends that the City Council adopt the attached Resolution authorizing the City Manager to enter into a First Amendment to the maintenance contract with Integrity Construction Maintenance, Inc. and appropriating \$80,000 from Fund 650 Major Maintenance.

**PREPARED BY:** Daraja Wagner, Management Analyst

## **APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:**



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Christine Daniel, City Manager

## **ATTACHMENTS**

- Draft Resolution
- Maintenance Contract FY 2018/19
- Maintenance Contract Amendment 1