



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 Maintenance Contract With Integrity Construction Maintenance, Inc. In An Amount Not To Exceed \$200,000 For Facilities Maintenance Of City Owned Buildings For Fiscal Year 2019/2020.**

RECOMMENDATION

Staff recommends that the City Council adopt the attached Resolution authorizing the City Manager to enter into a facilities maintenance contract with Integrity Construction Maintenance, Inc.

BACKGROUND

The City contracts for the maintenance of all City-owned buildings and facilities. On June 5, 2018, the City Council authorized the City Manager to enter into a maintenance contract with Integrity Construction Maintenance Inc. (ICM) for facilities maintenance of City owned buildings and facilities for fiscal year 2018-19. ICM has provided quality services.

The contract was approved following a Request for Proposal (RFP) process conducted in June 2013 with the intention of using the selected vendor for a period of five additional fiscal years. ICM provides the City with a building maintenance technician who performs routine maintenance and repairs at various City buildings and facilities. For specialty services such as electrical, plumbing, HVAC or other trades that may be needed, ICM will generally provide a subcontractor to perform the work. Alternatively, the City performs the work with specialty service providers that are under contract with the City.

DISCUSSION

The proposed total contract amount for FY 2019-20 is \$200,000 and will expire December 31, 2019. The contract amount contains a Cost of Living Adjustment based on the local Consumer Price Index of 3.5%, as provided for in the general conditions of the current contract.

The intent of this six-month contract is to maintain the existing level of service through the end of the calendar year, while allowing time for release of an RFP for a multi-year contract for the services described above. The RFP process will be conducted in sufficient time to return to the City Council for a new contract prior to the end of December.

FISCAL IMPACT

The funds for the proposed contract have been appropriated with the Fiscal Year 2019-2021 Budget and are available in Fund 650.

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 facilities maintenance contract with Integrity Construction Maintenance, Inc.

PREPARED BY: Joseph Aguilera, Public Works Operations and Facilities Manager

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



Christine Daniel, City Manager

ATTACHMENTS

- Draft Resolution
- Signed Integrity Contract for FY 19-20