



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Public Works Building Maintenance Contracted Support Services

1. Motion Awarding a Contract to ACCO Engineered Systems, Inc. (ACCO) for Heating, Ventilation, and Air Conditioning (HVAC) System Maintenance and Repair Services at Various City Facilities for the not-to-exceed amount of \$1,099,544.00 and five (5) years, for preventive maintenance and as-needed repairs and directing the City Manager or his designee to execute the contract.
2. Motion Awarding a Contract to Global Power Group, Inc. (GPG) for Emergency Power Generators Maintenance and Repairs at Various City Facilities for the not-to-exceed amount of \$551,680.00 and five (5) years, for preventive maintenance and as-needed repairs and directing the City Manager or his designee to execute the contract.
3. Motion Awarding a Contract to South Coast Industrial Door, Inc. (SCID) for Industrial Doors and Gates Maintenance and Repairs at Various City Facilities for the not-to-exceed amount of \$747,500.00 and five (5) years, for the preventive maintenance and repairs and directing the City Manager or his designee to execute the contract.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for September 14, 2021 **calendar**

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

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Reviewed by:

Michele Flynn, Director of Finance

Michael J. Garcia, City Attorney

Approved by:

Roubik R. Golanian, P.E., City Manager

RECOMMENDATION

Staff respectfully recommends that the City Council approve the three Motions Awarding 5-year contracts for preventive maintenance and as-needed repairs for Heating, Ventilation, and Air Conditioning (HVAC) services to ACCO; for Emergency Generator services to GPG; and for Industrial Door Services to SCID, and direct the City Manager or his designee to execute the contracts.

BACKGROUND/ANALYSIS

The Public Works Department is responsible for the maintenance and operation of approximately 1.2 million square feet of occupied building space including Libraries, Police Station, Fire Stations, Civic Center, Parks, Water and Power and various other facilities across the City. In order to provide proper maintenance and ensure operational reliability of the City's facilities, Public Works utilizes a strategic combination of in-house trades staff and contracted services. The contracted services allow access to systems experts and additional resources. It also allows the City to keep in-house maintenance staffing minimized. Due to the ongoing need and complexity of these contracted resources, Public Works historically issues five-year maintenance contracts.

On June 8, 2021, City Council adopted the specifications for HVAC, Emergency Generators, and Industrial Doors preventive maintenance and as-needed repairs and directed the City Clerk to advertise for bids.

On June 30, 2021, staff hosted job walks for each of the three maintenance services and on July 14, 2021, the City received the bid results for five years of service below:

HVAC

Emcor	\$1,094,425.00
Acco	\$1,099,544.00
Carrier	\$1,188,815.00
Siemens	\$1,245,000.00

The bid submitted by Emcor was determined to be non-responsive since they do not have two of the specialty contracting licenses required in the bid documents.

EMERGENCY GENERATORS

Global Power Group	\$551,680.00
Duthie	\$683,588.59

INDUSTRIAL DOORS

South Coast Industrial Door	\$747,500.00
R & S Overhead of Commerce	\$1,202,345.00

The Public Works Department is respectfully requesting to award contracts to the lowest responsive and responsible bidders for HVAC, Emergency Generators, and Industrial Doors in order to provide the needed and continuous maintenance and repairs of these essential systems. The costs submitted by the bidders for each service are as expected

based upon historical annual costs, or lower.

FISCAL IMPACT

Funding for the HVAC, Emergency Generators, and Industrial Doors contractual maintenance and repair services is included in FY 2021-22 in the Building Maintenance Fund account 43110-6070-PWD-7508-P0000-T0000-F0000-0000-0000-:

Building Maintenance and Repair Service	Amount
HVAC	\$219,909
Emergency Generators	\$110,336
Industrial Doors	\$149,500
Total:	\$479,745

Adequate funding for the remaining contract years will be requested during future annual budgeting processes.

ALTERNATIVES

Alternative 1: City Council may approve the three Motions Awarding contracts for the maintenance and repairs of HVAC, Emergency Generators, and Industrial Doors systems and direct the City Manager or his designee to execute the contracts.

Alternative 2: City Council may elect not to approve these contracts. Additional significant staffing would then be required to ensure proper maintenance and care for these assets.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

EXHIBITS

None.