



## AGENDA MEMORANDUM

Action Item for the City Council Meeting October 15, 2019

**DATE:** October 15, 2019

**TO:** Peter Zanoni, City Manager

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### Service Agreement for Building Maintenance and Repair Services

#### **CAPTION:**

Motion authorizing a two-year service agreement, with three one-year options, in an amount not to exceed \$1,000,000.00 for the initial term, and a total potential value not to exceed \$2,500,000.00, with G6 Construction, of Corpus Christi, Texas, to perform on-call building maintenance and repair services to City owned facilities, effective upon issuance of notice to proceed, with the first-year funding available through various departments' FY 2020 funds.

#### **SUMMARY:**

This is a motion to approve a service agreement with G6 Construction to perform on-call building maintenance and repair services to City owned facilities. These services are necessary to maintain the buildings from deteriorating and ensure code compliant status. The services will be provided on an as needed basis. This is the first long-term contract for building maintenance services under the direction of Asset Management.

#### **BACKGROUND AND FINDINGS:**

The Contractor shall furnish labor, parts, materials, tools and equipment necessary to perform services such as minor carpentry work, painting, fence repair, minor concrete work, or other similar needs to City owned facilities. The work performed must be accomplished in a manner that meets all applicable specifications, trade standards and provisions, and federal, state, local codes and regulations. Contractor is responsible for removing existing material and disposing all waste materials. These services will be

performed on an as needed basis under individual job orders that will be based on unit prices.

Contracts and Procurement conducted a competitive RFB process to obtain bids for a new contract. The City received seven responsive, responsible bids, and is recommending the award to G6 Construction.

**ALTERNATIVES:**

The alternative is to perform the work in-house. However, the Asset Management Department would have to increase their staff in various trades in order to keep up with the high demand in a timely manner.

**FISCAL IMPACT:**

The fiscal impact for the various departments the first-year, of the two-year service agreement, is an amount not exceed \$500,000.00. This is an on-call service agreement; therefore, the department will allocate the required funds as needed. The remaining cost will be budgeted in future years during the annual budget process.

**Funding Detail:**

Fund:	5115	Facility and Property Management
Organization/Activity:	40300	Facility Management and Maintenance
Mission Element:	191	Operate City Buildings & Facilities
Project # (CIP Only):	N/A	
Account:	530210	Building Maintenance & Service

**RECOMMENDATION:**

Staff recommends approval of this motion authorizing a two-year service agreement with three one-year options with G6 Construction for building maintenance and repair services as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation  
Service Agreement