



## Agenda Report

18-093

Agenda Date: 6/26/2018

### REPORT TO COUNCIL

#### **SUBJECT**

Action on an Agreement with Kuehne Construction for Maintenance and Repair Service

#### **BACKGROUND**

The Building Maintenance Division oversees maintenance and repairs for approximately 800,000 square feet of buildings throughout the City. In order to continue to provide services in a timely and efficient manner, Building Maintenance periodically uses various vendors to assist with the workload. Staff routinely hires a contractor to provide repair and maintenance services for miscellaneous projects as defined by the Building Maintenance Division of Public Works on an on-call basis. Typical on-call services can include items such as emergency repairs, plumbing and carpentry.

#### **DISCUSSION**

A Request for Proposal (RFP) process was utilized to solicit proposals for general contractor services for maintenance and repairs as an on-call service. The RFP was advertised in March 2018 and one (1) proposal was received on April 5, 2018 from Kuehne Construction. Kuehne's qualifications were evaluated by the Building Maintenance Division staff of Public Works. As a result, they were selected for several reasons including past performance, experience and cost. Staff is recommending the approval of a three (3) year agreement not to exceed \$300,000 with Kuehne Construction.

#### **ENVIRONMENTAL REVIEW**

The action being considered is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15301 "Existing Facilities" as the activity consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities mechanical equipment or topographical features involving negligible or no expansion of use beyond that existing at the time of the lead agencies determination.

#### **FISCAL IMPACT**

The amount to be paid to Kuehne Construction shall be for an amount not-to-exceed \$300,000 over the three (3) year term. Staff estimates that the City will spend \$100,000 per year over the three (3) year agreement for repairs and maintenance based on prior year's expenditures. Appropriations for the current year have been incorporated in applicable departments' FY 2018-19 Adopted Budget. Future year appropriations will be included as part of the annual budget development process.

#### **COORDINATION**

This report has been coordinated with the Finance Department and City Attorney's Office.

#### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board

outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

1. Approve and authorize the City Manager to execute an Agreement with Kuehne Construction to provide on-call general contractor repair and maintenance services at various City buildings for an amount not-to-exceed \$300,000 over the three year term of the Agreement; and
2. Authorize the City Manager to make minor modifications to the Agreement, if necessary.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Agreement