



## Legislation Text

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File #: 20-1485, Version: 1

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### **CITY MANAGER AUTHORITY PROCUREMENT AWARDS**

#### **ACTION REQUESTED:**

Approve the award of Change Order #2 to Contract 19-074, Commercial Garage Door, Man Door and Security Gate Services, to Allied for an amount not to exceed \$39,000 and a total award of \$99,590

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

#### **BACKGROUND:**

The Department of Public Works - Public Building Operations (DPW-PBO) is responsible for the maintenance of 57 buildings including the operation of commercial garage doors (overhead and four-fold), man doors and motorized security gates. DPW-PBO has historically retained the services of a professional contractor to perform scheduled maintenance and to perform repairs beyond which in-house staff can accomplish on an as-needed basis.

In May of 2019, the City Manager awarded Contract 19-074 for a one-year term from date of award through April 30, 2020 with four, one-year options to extend. The first option year was awarded on March 18, 2020 and Change Order #1 to option-year one was awarded in July 2020. The award amount of Change Order #1 to option-year one was mistakenly approved for a total award of \$55,590, the correct amount should have been \$60,590.

#### **DISCUSSION:**

This change order is requested for material and labor required for unanticipated work to repair the speed doors and gate operations at both the Electric and Public Works Service Centers as well as a door replacement on the storage facility utilized by the Police Department on the 1200 Ogden Avenue campus. Costs associated with these unanticipated repairs in 2020 amounted to \$19,141.49.

Additional funds are requested to complete the annual preventative maintenance services in the amount of \$8,858.51 and \$11,000 to cover the cost of unanticipated repairs through the current term which ends on April 30, 2021.

#### **FISCAL IMPACT:**

CIP #: N/A

Commercial garage door, man door and security gate services are expensed to the building and grounds maintenance accounts below. A total of \$350,000 is budgeted for contracted building maintenance services, including door and security gate maintenance in 2021. The requested change order of \$40,000 is within the budgeted amount for this expense.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
31341100-531302	General Fund	\$631,100
31341300-531302	Electric Utility Fund	\$50,000