

PALM DESERT HOUSING AUTHORITY STAFF REPORT

MEETING DATE: May 23, 2024

PREPARED BY: Celina Cabrera, Management Analyst

REQUEST: AUTHORIZE AN AGREEMENT WITH GARLAND/DBS, INC., FOR ROOF REPAIRS AND RELATED SERVICES AS PART OF THEIR "DRY ZONE" PROGRAM BASED ON THE NATIONAL COOPERATIVE AGREEMENT WITH OMNIA PARTNERS, INC.

RECOMMENDATION:

1. Authorize the use of Garland/DBS, Inc., for roof repairs and related services as part of their "Dry Zone" program pursuant to Section 3.30.160(E) of the Palm Desert Municipal Code for Fiscal Year 2024/25 in an annual amount not to exceed \$75,000 per fiscal year. Each occurrence shall not exceed \$3,500 per occurrence without written approval of the Authority's Representative or designee.
2. Approve the agreement with Garland/DBS for a term of three (3) years under the Omnia Partners, Inc., national cooperative agreement R230401 with an option to renew the contract annually for no more than two (2) additional one-year terms.
3. Authorize the Executive Director, or his designee, to take any necessary actions to facilitate execution of agreement with Garland/DBS, Inc., and execute any documents necessary to effectuate the actions taken herewith.

BACKGROUND/ANALYSIS:

Palm Desert Housing Authority ("Authority") requires repairs and related services to the roofs at the 15 properties managed by the Authority. Garland/DBS, Inc. has successfully obtained Omnia Partners, Inc. ("Omnia") national cooperative agreement R230401 for roofing supplies and services, waterproofing, and related products and services. Palm Desert Municipal Code Section 3.30.160(E) allows participation in cooperative pricing when a competitive bid has already been completed.

Since 2012, the Authority has secured national government cooperative pricing as members of the national cooperative Omnia Partners, Inc. As the successful bidder, Garland/DBS, Inc. has confirmed the national cooperative contract pricing, and its terms will be extended to the Authority.

Legal Review:

This report has been reviewed by the City Attorney's office.

Appointed Body Recommendation:

The Housing Commission will review this recommendation at its regular meeting on May 8, 2024. Upon request, a verbal report will be provided at the Authority's regular meeting on May 23, 2024.

FINANCIAL IMPACT:

Funds have been included in Housing Authority FY 2024/25 proposed budget in the appropriate Authority accounts for each of the properties. There is no financial impact to the General Fund from this action.

ATTACHMENTS:

1. OMNIA Partners Participation Letter- Garland/DBS, Inc.
2. Maintenance Service Agreement