

**CITY OF PALM DESERT and
PALM DESERT HOUSING AUTHORITY
STAFF REPORT**

MEETING DATE: June 26, 2025

PREPARED BY: Brad Chuck, Public Works Superintendent
Shawn Muir, Community Services Manager

SUBJECT: AWARD ON-CALL CONTRACTS TO EIGHT VENDORS FOR FACILITIES
REPAIRS AND IMPROVEMENTS (PROJECT NO. MFA00009)

RECOMMENDATION:

1. Award maintenance service agreements to eight vendors for Facilities Repairs and Improvements, in a total amount not to exceed \$4,500,000 per Fiscal Year, for a three-year term with two one-year extensions.
2. Authorize the City Attorney to make necessary non-monetary changes to the agreement.
3. Authorize the City Manager to execute the agreement and any other documents necessary to effectuate this action.

BACKGROUND/ANALYSIS:

Facility Maintenance Needs:

The City of Palm Desert (City) and the Palm Desert Housing Authority (Housing Authority) are responsible for maintaining a wide range of public facilities, including municipal buildings, fire stations, parks and recreation amenities, and affordable housing sites. Many of these facilities require ongoing maintenance, repairs, and improvements to ensure safety, operational functionality and continued public use. A list of facility locations is included as Attachment 18.

To address these needs efficiently, staff recommends awarding eight on-call maintenance contracts to qualified vendors. These agreements will allow the City to issue task orders for a variety of services without the need to conduct separate bid processes for each project. Work may include, but is not limited to, framing, drywall, painting, concrete, carpentry, audiovisual and security systems, welding, flooring, fixture repair, plumbing and electrical work.

The Housing Authority's contracted property management company, National Community Renaissance of California (National CORE), will enter into task order agreements on the Authority's behalf as authorized in accordance with the Property Management Agreement for the day-to-day operations of the properties.

Selection Process:

The Request for Proposals (RFP) was released in the City's online procurement portal (PROJECT ID: 2025-RFP-161) on February 18, 2025, and closed on April 17, 2025. Twelve proposals were received. A selection committee evaluated each submission based on clarity, the quality of the proposed work plan, firm experience, references and cost.

City of Palm Desert
Award On-Call Contracts for Facilities Repairs and Improvements

The following eight vendors are recommended for contract award. These firms will be used on an as-needed basis through task orders, with assignments determined by project scope, contractor expertise and schedule availability:

Vendor	Location	Ranking
M. Brey Inc, dba MBE Construction	Beaumont, CA	1
R&R B Inc DBA Servpro of Palm Springs/Indio/Coachella/LaQuinta/Indian Wells	Indio, CA	2
PUB Construction, Inc.	Diamond Bar, CA	3
Brian Stemmer Construction	Palm Desert, CA	4
Southern Pacific Construction	Temecula, CA	5
AMTEK Construction	Orange, CA	6
Cove Electric Inc.	Palm Desert, CA	7
Urban Worx Construction, Inc.	Palm Desert, CA	8

Scoring and ranking are not factors in the award of these contracts. All vendors meeting the minimum qualifications are being awarded. Awarding a collective not-to-exceed amount of \$4,500,000 per fiscal year across all vendors will enable the City to coordinate repairs and improvements efficiently and avoid delays related to procurement. This approach supports timely facility upkeep, reduces administrative overhead and allows staff to match project needs with appropriate contractor capabilities.

Legal Review:

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

Appointed Body Recommendation:

The Housing Commission will consider recommendation of this item at its regular meeting on June 11, 2025. Staff will be available to provide information regarding the Commission's recommendation at the City Council and Housing Authority Board Meeting on June 12, 2025.

FINANCIAL IMPACT:

The approved Public Works Operations and Capital Improvement Project (CIP) Budget for Fiscal Year 2025/26 includes approximately \$6.5 million allocated for repairs and improvement projects across various accounts. Therefore, there is no additional financial impact on the General Fund with this action.

The following outlines the estimated budget allocations for each account; however, these amounts are not intended to limit contract expenditure to specific accounts, nor do they guarantee that the full amounts will be allocated or expended:

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<i>Account No.</i>	<i>Description</i>	<i>Ops Budget</i>	<i>**CIP FY25/26 Budget</i>
1104610-4331000 & 4004674-4400100	Civic Center Park	\$100,000	\$1,600,000
1104611-4331000 & 4004618-4400100	Parks	\$150,000	\$1,500,000
1104330-4331000 & 4004330-4400100	Corporation Yard	\$50,000	\$550,000
1104340-4331000 & 4504161-4400100	City Hall	\$100,000	\$750,000
1104344-4331000 & 4504439-4400100	Portola	\$25,000	\$100,000
1104800-4388500 & 4504164-4388500	Artists Center	\$10,000	\$225,000
2304220-4331000 & -4400100	Fire Stations	\$50,000	\$750,000
2424195-4331101 & -4400100	Aquatic Center	\$50,000	\$300,000
4504164-4400100	Henderson Building	\$10,000	\$250,000
5104361-4400100	State Building	\$15,000	\$750,000
2144490-4390101	Housing Authority		\$600,000
<i>Totals</i>		\$560,000	\$6,025,000
<i>Total FY 25/26 Budget</i>			\$6,585,000

***Includes estimated carryover amount*

Funding for this agreement in future fiscal years is contingent upon City Council approval of the budget request. By establishing a \$4.5M aggregated annual maximum, any amount approved by City Council, equal to or less than this amount, would not require a contract amendment in addition to the approved budget allocation.

ATTACHMENTS:

1. Maintenance Services Agreement AMTEK Construction
2. Maintenance Services Agreement Brian Stemmer Construction
3. Maintenance Services Agreement Cove Electric Inc.
4. Maintenance Services Agreement M. Brey Inc, dba MBE Construction
5. Maintenance Services Agreement PUB Construction, Inc.
6. Maintenance Services Agreement R&R B Inc, dba Servpro of Palm Springs/Indio/Coachella/LaQuinta/Indian Wells
7. Maintenance Service Agreement Southern Pacific Construction
8. Maintenance Services Agreement Urban Worx Construction, Inc.
9. Performance and Payment Bond Forms
10. Proposal AMTEK Construction
11. Proposal Brian Stemmer Construction
12. Proposal Cove Electric Inc.
13. Proposal M. Brey Inc, dba MBE Construction
14. Proposal PUB Construction, Inc.
15. Proposal R&R B Inc, dba Servpro of Palm Springs/Indio/Coachella/LaQuinta/Indian Wells
16. Proposal Southern Pacific Construction
17. Proposal Urban Worx Construction, Inc.
18. Facility Locations