

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: August 24, 2023

PREPARED BY: Shawn Muir, Community Services Manager

REQUEST: AWARD ON-CALL CONTRACTS TO MULTIPLE VENDORS FOR PARK AND FACILITIES REPAIRS AND IMPROVEMENT PROJECTS

RECOMMENDATION:

1. Pursuant to PDMC Section 3.30.160(l), award Contract No. C44620D to R&R B Inc. dba Servpro of Chino/Chino Hills, Chino, California and Contract No. C44620E to Doug Wall Construction, Bermuda Dunes, California for Park and Facilities Repairs and Improvements, for a period of three (3) years in an aggregate amount not to exceed \$3,000,000 per fiscal year.
2. Authorize the City Manager to review and approve up to two (2) additional one-year terms per contract for an aggregated amount not to exceed \$3,000,000 per fiscal year.
3. Authorize the City Manager or designee to review and approve change orders for unforeseen circumstances.
4. Authorize the City Manager to execute said agreements.

BACKGROUND/ANALYSIS:

There are currently 12 main building facilities and 12 park facilities in the City of Palm Desert that require a considerable number of repairs and/or improvements for safety, functionality, and marketability. City facilities are outlined in the table below:

Buildings	Fire Stations	Parks and Recreation
City Hall 73510 Fred Waring Drive	Fire Station No. 33 44400 Towne Center Way	Aquatic Center 73751 Magnesia Falls Drive
Community Center 72559 Highway	Fire Station No. 67 73200 Mesa View Drive	Cahuilla Hills Park Tierra Del Oro
Corporation Yard 74705 42 nd Avenue	Fire Station No. 71 73995 Country Club Drive	Cap Homme/Ralph Adams Park 72500 Thrush Road
Portola Community Center 45480 Portola Avenue	<i>Future Fire Station No. 102 (FY 2024/25)</i>	Civic Center Park 43900 San Pablo Ave
PD Sheriff Substation 73520 Fred Waring Drive		Freedom Park 77400 Country Club Drive
Parkview Office Complex-2 St 73710 Fred Waring Drive		Hovley Soccer Park 74735 Hovley Lane
Parkview Office Complex-1 St 73720 Fred Waring Drive		Ironwood Park 47800 Chia Drive
iHUB (Lease Responsibility) 37023 Cook Street, Ste 102		Joe Mann Park 77810 California Drive
Henderson Building		Magnesia Falls City Park 74200 Rutledge Way
Artists Center		Palma Village Park

City of Palm Desert
Award Contracts for Facilities Improvements

		44550 San Carlos Ave
Palm Desert Historical Society		University Park East 74902 University Park Drive
		University Dog Park 74802 University Park Drive
		Washington Charter School Park 45768 Portola Avenue
Future Buildings		Future Parks

In January 2023, the City Council awarded Contracts C44620A-C to PUB Construction, Inc., Belfor USA Group, and Elite Customs Construction in the aggregated annual amount of \$750,000. These agreements will be amended to be consistent with the \$3M aggregate amount for the facilities on-call contracts. Since the award of those contracts eight months ago, over 25 improvement projects have been completed, and 12 more are being initiated. Having multiple contractors on call to address the City’s needs helps staff provide a fast response to areas in need of attention. This type of contract has proven to be in the best interest of the City by allowing deferred maintenance projects to be completed quickly. By adding two additional contractors to this pool, Staff will be able to further their ability to obtain competitive bids from the on-call contractors as projects are initiated.

Due to previous years of deferred maintenance, age, high usage, and the often-immediate nature of repair or improvement needs, staff seeks to award an additional two “on-call” contracts to vendors that can efficiently and effectively respond to the City’s needs. Therefore, staff developed and posted a Request for Proposals (RFP) for the Facilities Repairs and Improvements Project on OpenGov (the City’s online public bidding portal) on June 13, 2023, with a due date of July 19, 2023. A mandatory pre-proposal meeting was held on June 27, 2023.

Four vendors were in attendance and four submitted proposals, however one of the submitters did not attend the mandatory pre-proposal meeting and had to be disqualified. Staff reviewed the three qualified proposals and identified two contractors to award using the evaluation guidelines established in the RFP (clarity and conformance, experience, performance, content of the proposal, and references). Staff recommends awarding contracts to the following:

Proposer	Location	Ranking
R&R B Inc dba Servpro of Chino/Chino Hills	Chino, CA	1
Doug Wall Construction	Bermuda Dunes, CA	2

References for each contractor provided favorable comments to their ability to start and complete projects on time, provide good communication, and customer service.

By awarding the aggregate (collective) amount of \$3,000,000 per fiscal year among a total of five (5) contractors, the City will have the ability to utilize each contractor’s expertise for specific task orders and avoid unneeded scheduling delays that could occur.

FINANCIAL IMPACT:

The approved Public Works Operations and Capital Improvement Project (CIP) Budget for Fiscal Year 2023-24 includes approximately \$3,575,000 for repairs and improvement projects under various accounts. Therefore, there is no additional financial impact to the general fund.

The following is the estimated allocation budget for each account; however, this does not mean that the contract is limited to these accounts, not that the full amount will be allocated or spent:

Account No.	Description	Budget	Contract Total
1104610-4331000 & 4004674-4400100	Civic Center Park	\$450,000	
1104611-4331000 & 4004618-4400100	Parks	\$450,000	
1104614-4392101	Entrada del Paseo	\$50,000	
1104330-4331000 & 4004330-4400100	Corporation Yard	\$350,000	
1104340-4331000 & 4504161-4400100	City Hall	\$250,000	
1104344-4331000 & 4504439-4400100	Portola	\$100,000	
1104800-4388500 & 4504164-4388500	Artists Center	\$450,000	
2304220-4331000 & -4400100	Fire Stations	\$945,000	
2424195-4331101 & -4400100	Aquatic Center	\$370,000	
5104195-4331000 & -4337000	Government Bldgs.	\$160,000	
TOTAL		\$3,575,000	

ATTACHMENTS:

1. Servpro Proposal
2. Servpro Agreement and Bonds
3. Doug Wall Construction Proposal
4. Doug Wall Construction Agreement and Bonds