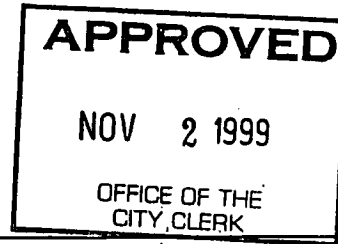




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DEPARTMENT OF
PUBLIC WORKS

CITY OF SACRAMENTO
CALIFORNIA

927 10TH STREET
SACRAMENTO, CA
95814-2702

TECHNICAL SERVICES
DIVISION

PH 916-264-8300
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September 16, 1999

City Council
Sacramento, CA

Honorable Members in Session:

**SUBJECT: APPROVAL OF AGREEMENT FOR THE FACILITY MAINTENANCE SURVEY
(PN:CE21)**

LOCATION AND COUNCIL DISTRICT: Citywide - All Districts

RECOMMENDATION:

This report recommends that the City Council authorize the City Manager to execute an agreement with 3D/International in the amount of \$198,597 for the Facility Maintenance Survey (PN:CE21).

CONTRACT PERSON: Ralph Miles, Building Maintenance Superintendent, 433-6213
Hinda Chandler, Associate Architect 264-8422

FOR COUNCIL MEETING OF: November 2, 1999

SUMMARY:

The City of Sacramento conducts operations in over 300 buildings and facilities that consist of multiple building types, sizes, ages, and construction totaling over several million square feet. An initial review has identified a maintenance backlog estimated at over \$6.3 million.

To assist in reducing the known backlog, identify more completely the existing problems, estimate and prioritize the work, and plan future maintenance projects, a conditions survey of facilities is proposed. The planned assessment would cover approximately 1.3 million square feet of city facilities maintained by Public Works' Maintenance Services Division. It is anticipated that the survey will take approximately two to three months.

COMMITTEE/COMMISSION ACTION:

None.

BACKGROUND INFORMATION:

- Based on existing analysis of facilities, which has been able to consider only limited areas of maintenance, over \$6.3 million in repair work has been identified.
- This project will be funded out of the \$1.167 million in savings generated by Public Works internally in the last fiscal year. The City Council approved 1 million dollars of these savings for this purpose on February 23, 1999. Most of the balance of these funds will be used for repairs. Additionally, in the proposed capital improvement program, additional funding will be requested for facility maintenance.
- The conditions assessment's work products will include an independent, prioritized review of deficiencies, estimates of repair options, and an updateable and workable database. These will enable the designated funds to be used more effectively and to better anticipate future maintenance and facility needs.
- The assessment will be conducted by teams of architects and engineers who will survey on-site, review records, and consult with City staff knowledgeable on the structures. In addition, the City will contribute a team member. This participation will enable staff to learn the assessment system in a hands-on manner and encourage its integration into the City ways of doing business.
- Recently, the consultant has conducted a similar conditions assessment of the Sacramento library system. Continuing the work that was done, the new survey will incorporate the library data into the overall inventory to obtain a more comprehensive database. Maintenance Services also maintains libraries within the City.
- A Request for Proposal for this work was circulated to 19 firms, and 8 responses were received. The three highest-ranking firms were asked to submit proposals and additional information. Of these, 3D/International was determined to be the most qualified. Negotiations with the consultant have resulted in the proposed agreement.

FINANCIAL CONSIDERATIONS:

The current balance in CIP CE21 is \$991,680 which is adequate to fund the proposed agreement amount of \$198,597.

ENVIRONMENTAL CONSIDERATIONS:

The approval of the agreement is not considered a project as defined by Section 15378 of the California Environmental Quality Act (CEQA) guidelines. The study involves no physical

City Council
Facility Maintenance Survey
October 12, 1999

construction and has no potential to cause a significant impact on the environment. Any projects resulting from the survey will be subject to environmental review.

POLICY CONSIDERATIONS:

The action requested herein is consistent with the Sacramento City Code, Title 58.

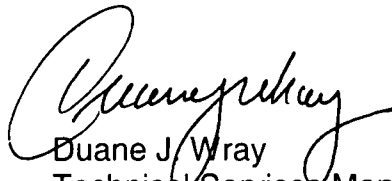
ESBD CONSIDERATIONS:

ESBD participation was sought for the project and ESBD program provisions were included in the RFP. Of the 8 firms responding to the RFP, one firm was a certified small business enterprise and one firm (the consultant selected) included a certified small business as part of their team.

Respectfully submitted,



Gene Moore
Maintenance Services Manager



Duane J. Wray
Technical Services Manager

RECOMMENDATION APPROVED:



ROBERT P. THOMAS
City Manager

Approved:



Michael Kashiwagi
Director of Public Works

MK:HC:eaj
P/Jobs #'s/5540/Council Letter/Bid and Contract Award