



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 13

Section Name: {{section.name}}

Account Number: 82-4681

File ID: {{item.tracking_number}}

TO: City Council
FROM: Alex Khojikian, City Manager
PREPARED BY: Public Works Department
MEETING DATE: November 20, 2023
SUBJECT:
King Recreation Center New Fire Alarm System – Construction Contract

RECOMMENDATION:

Adopt a Resolution to approve an alternative purchasing procedure to award a construction contract to Newton Construction & Management, Inc. in the amount of \$182,702.25; establish a contingency reserve in the amount of \$50,000; and authorize the Public Works Director to execute the contract in substantially the form presented and issue change orders within the contingency amount.

BACKGROUND:

The Martin Luther King Jr. (MLK) Recreation Center is in the North Central neighborhood in San Mateo and is home to many youth activities including the Police Activities League, drop-in basketball, several dance and fitness classes, and a swimming pool. The building was constructed in 1968 and has a wet sprinkler fire suppression system, an existing security alarm system but is currently not monitored by a Fire Alarm Control Panel (FACP).

The scope of work includes the design and installation of a new fire alarm system within the existing structure as required by the Fire Marshal to conform to the current codes. Specific work includes the installation of fire alarm equipment, electrical panels, conduit, roofing, mechanical, framing, drywall, painting, and ceiling tile work. The description was used to develop a fixed-price proposal utilizing a process called “job order contracting” (JOC). The JOC process includes a contract for a fixed term or maximum dollar value in which a contractor is selected based on a competitive bid to perform various and separate job orders in the future, during the life of the contract. The JOC contract serves as an “on call” contracting program that is procured through one umbrella or framework contract. The contract is competitively procured at the onset of the program using a unit price book (UPB), unit price list construction catalog, or custom list of construction prices as a basis for pricing in the procurement process. Each individual job order is then priced from that UPB and allows for rapid deployment of projects with a transparent pricing mechanism.

The JOC process is a competitive procurement method for construction services approved by the City Council by resolution on March 18, 2019, pursuant to San Mateo Municipal Code section 3.60.070(h)(3), which permits the use of procedures approved by the Council that are not set forth in the purchasing ordinance. Specifically, this process involves the development of a detailed project list, establishment of a firm price using a unit price book, and the selection of a pre-qualified construction contractor upon the City’s authorization to proceed.

In this case, a multi-step process was used to select Newton Construction & Management, Inc. to perform the work, subject to Council approval. First, Sourcewell (formerly known as the National Joint Powers Alliance or NJPA) conducted a competitive proposal process to select The Gordian Group, Inc. (Gordian) to implement JOC on behalf of Sourcewell member agencies. Second, Gordian competitively bids and administers the JOC process with the use of Gordian’s unit price book that will provide the best price to the City. This allows the City to complete required public improvements efficiently

by eliminating the need to develop project specifications and eliminating solicitation of bids through a project-specific competitive bidding process. Here, Gordian used the JOC process to select Newton Construction & Management, Inc., the low bidder, and pre-qualified contractor selected to construct the improvement project.

With contract approval, the construction will begin in January 2024 and be complete by June 2024. Based on the above, staff recommends award of the contract to Newton Construction & Management, Inc. because of their experience and availability to perform these construction services.

BUDGET IMPACT:

There is sufficient funding available in the Citywide Fire - Intrusion Alarm System Upgrade (460057) Project to award the construction contract and contingency. The contingency, in an amount of 27% of the total contract amount, accounts for additional work resulting from unforeseen conditions that are common in buildings from the 1960s.

ENVIRONMENTAL DETERMINATION:

This project is categorically exempt from CEQA as an “existing facility,” because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Resolution

Att 2 - Contract

STAFF CONTACT

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