



## **REPORT TO CITY COUNCIL**

**To: Honorable Mayor and Members of the City Council**

**From: Grant Yates, City Manager**

**Prepared by: Jason Simpson, Assistant City Manager**

**Date: March 13, 2018**

**Subject: On-call and Minor Construction Contractor Services Agreement with DMC Enterprises**

### **Recommendations**

1. Approve and Authorize the City Manager to execute an Agreement with DMC Enterprises in the amount of \$150,000.00 in such final form as approved by the City Attorney.
2. Authorize the City Manager to execute change orders not to exceed the 10% contingency amount of \$15,000.00 for additional on-call and minor construction work as needed.

### **Background**

Staff initiated a Request for Proposal (RFP) on January 17, 2018 for on-call and minor construction contractor services and received six responses. DMC Enterprises responded providing the required information and following an interview process was selected as one of the on-call and minor construction contractors. This is the third time in three years the RFP process for on-call and minor construction services has been completed by the City. Each of the last three years, DMC Enterprises submitted a similar proposal to the City and was awarded an on-call and minor construction services agreement. This agreement was renewed and as an on-call minor construction services contractor, DMC Enterprises has provided essential contractor services in accordance with the agreement scope of work which includes but is not limit to the below maintenance/minor construction and repair trade areas commonly utilized by the City:

**Minor Construction and Repair**  
**Plumbing**  
**Concrete and Masonry**  
**Painting**  
**Dry Wall**  
**Irrigation Repair**

**Carpentry**  
**Electrical**  
**HVAC**  
**Roofing**  
**Finish Wood Working**  
**Sheet Metal**

### **Discussion**

Through the course of this year multiple projects have been completed by Endresen Development, LLC. Many of these projects have been urgent requirements effecting City operational efforts and continued City-wide services. Every assigned work effort has been proposed in writing, reviewed and negotiated by City Staff and approved for execution. This work effort has included a wide range of City requirements, time sensitive and urgent City operational demands representative of the work below:

- Emergency Excavations
- Minor and Major Building Construction
- Storm Water Run Off preparation and repairs.
- RV Resort Construction and Repairs
- Material Hauling

This Agreement is needed to ensure the continued on-call and minor construction contractor support is in place for immediate operational demands and minor construction projects. The sustainment of these essential general requirements provided a City-wide far reaching rehabilitation and immediate maintenance augmentation of City services.

Following the approval of this agenda item work and execution of the attached agreement services will be immediately available to the City, Staff has reviewed and verified the contractor has a valid license and a review of the contractor's references and General and Auto Liability Insurances and Workers' Compensation Insurance are in place naming the City as additional insured.

### **Fiscal Impact**

Funds are budgeted in the Fiscal Year 2017/18 Capital Improvement Budget or operating budget for repairs, as applicable.

### **Exhibits**

A-Agreement  
B-Proposal