



# *Camarillo City Council*

## *Camarillo Sanitary District*

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### **AGENDA REPORT**

Date: June 12, 2024

To: Honorable Mayor and City Councilmembers  
Honorable Chairman and Board of Directors

From: Greg Ramirez, City Manager/District Manager

Submitted by: Dave Klotzle, Public Works Director/Assistant District Manager

Subject: On-Call Trade Work – Contractor Agreements

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### **BACKGROUND**

The City of Camarillo (City) and the Camarillo Sanitary District (CSD) routinely utilize numerous contractors for a variety of services. To improve the efficiency and timeliness of completing necessary repairs and small projects, On-Call Trade Agreements with multiple contractors are utilized for those services most frequently used by the City and CSD.

When on-call contractor services are required for public project work, staff endeavors to solicit pricing in accordance with the City's Procurement Policy and issues a task order to the selected contractor. Multiple task orders may be issued to one contractor for different projects as long as no single task order exceeds \$60,000. The \$60,000 limit is in accordance with the current limit set forth for negotiated contracts in the California Uniform Public Construction Cost Accounting Act (CUPCAA), adopted by the City in 2009.

In July 2020, City Council/CSD Board awarded On-Call Agreements for Trade Work to 53 contractors for FY 2020/21, and authorized the City Manager/District Manager to execute up to four additional one-year On-Call Trade Agreements with each of the 53 contractors with maximum compensation under each On-Call Trade Agreement of \$60,000. In June 2021, City Council/CSD Board awarded On-Call Agreements for Trade Work to four additional contractors for FY 2021/22 and authorized the City Manager/District Manager to execute up to three additional one-year On-Call Trade Agreements with each of the four contractors with maximum compensation under each On-Call Trade Agreement of \$60,000. In June 2022, City Council/CSD Board awarded On-Call Agreements for Trade Work to nine additional contractors for FY 2022/23, and

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authorized the City Manager/District Manager to execute up to two additional one-year On-Call Trade Agreements with each of the nine contractors with maximum compensation under each On-Call Trade Agreement of \$60,000.

In March 2023, City Council/CSD Board approved amendments to On-Call Agreements for Trade Work with three contractors to increase the annual not-to-exceed amounts to a range of \$75,000 to \$100,000 to accommodate additional work for FY 2022/23. In June 2023, City Council/CSD Board awarded On-Call Agreements for Trade Work to six additional contractors and increased the maximum compensation for two existing contractors for FY 2023/24, and authorized the City Manager/District Manager to execute up to one additional one-year On-Call Trade Agreements with each of the eight contractors with maximum compensation under each On-Call Trade Agreement to a range of \$60,000 to \$100,000. Prior to execution of the additional one-year agreements, updated insurance is submitted by the contractors.

An assessment to evaluate the efficiency of the procurement policy and procedures was recently completed and the recommendations are currently under review by the City Manager. Although some procedures need to be refined, the use of On Call Agreements continues to be an effective method to procure public project work for small projects, specifically for projects under \$60,000. The rules under CUPCCAA allow for leeway in the execution of public works projects under a certain dollar amount; speed up the award process; expedited project delivery; reduced the time, effort, and expense associated with bidding small projects. Changes to the Procurement Policy will be presented to the appropriate Council Committee and ultimately, the City Council for adoption.

### DISCUSSION

Due to the need for additional work, staff recommends approval of an increase to the following On-Call Trade Agreements with maximum annual compensation to the existing contractors listed below for FY 2024/25. The FY 2023/24 not-to-exceed amount for each of the contractors listed below was \$60,000, except for Arias Construction with a not-to-exceed amount of \$100,000. While some of the Agreements have a not-to-exceed amount total that exceeds \$60,000, no single-project assigned a task order can exceed \$60,000, in compliance with CUPCCAA.

On-Call Contractor Name	Applicable Trades	Annual Not-to-Exceed
Arias Construction	Concrete and Masonry	\$150,000
Bodagger Enterprises Inc. dba Bodagger Builders	Boiler Repair & Services; Carpentry (rough framing and finish work); Concrete and Masonry; Electrical; Fencing; Flooring; General Building Contractor; General Engineering Contractor; Generator Installation and Repair; HVAC Services; Lathing and Plastering; Office Partitions and Assembly; Painting; Plumbing;	\$100,000

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	Roofing; Shoring; Signs (includes monument signs, project signs)	
David Atkin Construction Inc.	Carpentry; Concrete and Masonry; Door and Gate Contractor; General Building Contractor; Lathing and Plastering	\$100,000
Falcon Roofing Company	Roofing	\$80,000
General Pump Company, Inc.	Pump Rentals and Installation; Pumping, Bypass Services, and Temporary Tanks; Well Drilling and Rehabilitation	\$100,000
Howard's Rug Company	Flooring	\$90,000
On-Call Contractor Name	Applicable Trades	Annual Not-to-Exceed
Innocenti Construction Inc.	Concrete and Masonry; Debris Removal Services; General Engineering Contractor; Sawcutting Contractor	\$80,000
MSO Technologies, Inc.	Instrumentation and Controls Integrator	\$100,000
Sam Hill & Sons, Inc.	Debris Removal Services; General Engineering Contractor; Heavy Equipment Rental and Operator; Water Tank Cleaning	\$100,000
Toro Enterprises, Inc.	Concrete and Masonry; General Engineering Contractor; Heavy Equipment Rental and Operator; Street and Parking Lot Pavement and Slurry Seal; Traffic Control Services	\$100,000
Travis Agricultural Construction, Inc.	Debris Removal Services; Electrical; Fabricators (metal and plastic); Fencing; General Engineering Contractor; Generator Installation and Repair; Heavy Equipment Rental and Operator; Slope Stabilization and Erosion Control; Trucking and Hauling; Utility Locating; Welding	\$100,000
Tri-County Office Furniture	Office Partitions and Assembly	\$100,000

The City continuously maintains information on its website for contractors interested in an On-Call Trade Agreement to submit a Statement of Qualifications (SOQ). Staff reviewed all SOQs received since June 2023 and recommends awarding four additional On-Call Trade Agreements to the contractors listed below for FY 2024/25.

On-Call Contractor Name	Applicable Trades	Annual Not-to-Exceed
Premier Electric A Jones Group Corporation dba United Electric	Electrical	\$60,000

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SGD Enterprises dba Four Seasons Landscaping	Landscape and Irrigation Installation; Tree Removal and Tree Services	\$60,000
Superior Welding & Piping Inc. dba Superior Welding	Fabricators (metal and plastic); Graffiti Removal; Office Partitions and Assembly; Pole Installation and Decorations; Welding	\$60,000
US National Corp dba Jimenez Painting Company	General Contractor; Graffiti Removal; Painting	\$80,000

FY 2024/25 is the final one-year extension that can be executed for existing agreements. Staff will return to City Council/CSD Board next year for authorization of new agreements.

### FISCAL IMPACT

There is no fiscal impact for the award of On-Call Trade Agreements because they do not guarantee assignment of any work to contractors. Funds appropriated in the adopted City budget for each fiscal year of the On-Call Trade Agreements will be used for task orders when budgeted work is needed. Costs will be charged to the appropriate accounts of the department utilizing the contractor services.

### RECOMMENDATION

1. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-49 with Arias Construction for a total agreement amount not-to-exceed \$150,000 for FY 2024/25; and
2. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-52 with Bodagger Enterprises Inc. dba Bodagger Builders for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and
3. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-60 with David Atkin Construction Inc. for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and
4. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-64 with Falcon Roofing Company for a total agreement amount not-to-exceed \$80,000 for FY 2024/25; and
5. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-66 with General Pump Company, Inc. for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and

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6. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-71 with Howard's Rug Company for a total agreement amount not-to-exceed \$90,000 for FY 2024/25; and
7. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-72 with Innocenti Construction Inc. for a total agreement amount not-to-exceed \$80,000 for FY 2024/25; and
8. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-77 with MSO Technologies, Inc. for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and
9. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-87 with Sam Hill & Sons, Inc. for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and
10. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-95 with Toro Enterprises, Inc. for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and
11. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-98 with Travis Agricultural Construction, Inc. for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and
12. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-99 with Tri-County Office Furniture for a total agreement amount not-to-exceed \$100,000 for FY 2024/25; and
13. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-105 with Premier Electric A Jones Group Corporation dba United Electric for a total agreement amount not-to-exceed \$60,000 for FY 2024/25; and
14. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-120 with SGD Enterprises dba Four Seasons Landscaping for a total agreement amount not-to-exceed \$60,000 for FY 2024/25; and
15. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-106 with Superior Welding & Piping Inc. dba Superior Welding for a total agreement amount not-to-exceed \$60,000 for FY 2024/25; and
16. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-104 with US National Corp dba Jimenez Painting Company for a total agreement amount not-to-exceed \$80,000 for FY 2024/25; and
17. Authorize the City Manager/District Manager to execute task orders with the selected contractors for on-call trade work.

## **ATTACHMENTS**

1. CC/CSD Agreement No. 2024-49
2. CC/CSD Agreement No. 2024-52
3. CC/CSD Agreement No. 2024-60
4. CC/CSD Agreement No. 2024-64
5. CC/CSD Agreement No. 2024-66
6. CC/CSD Agreement No. 2024-71
7. CC/CSD Agreement No. 2024-72
8. CC/CSD Agreement No. 2024-77
9. CC/CSD Agreement No. 2024-87
10. CC/CSD Agreement No. 2024-95
11. CC/CSD Agreement No. 2024-98
12. CC/CSD Agreement No. 2024-99
13. CC/CSD Agreement No. 2024-105
14. CC/CSD Agreement No. 2024-120
15. CC/CSD Agreement No. 2024-106
16. CC/CSD Agreement No. 2024-104

## **REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL**

None