



Camarillo City Council

AGENDA REPORT

Date: September 11, 2024

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Mitchell Cameron, Director of Administrative Services/Chief Innovation Officer

Subject: On-Call Trade Work – Contractor Agreements

BACKGROUND

The City of Camarillo (City) and the Camarillo Sanitary District (CSD) regularly utilize contractors for various services. To expedite repairs and small projects, On-Call Trade Agreements are established with multiple contractors for frequently needed services. When on-call services are required, staff solicits 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 a contractor, provided no single task order exceeds \$60,000, in line with the California Uniform Public Construction Cost Accounting Act (CUPCCAA), adopted by the City in 2009.

DISCUSSION

The City invites contractors to submit a Statement of Qualifications (SOQ) for On-Call Trade Agreements via its website. After reviewing four SOQs received post-June 2024, staff recommends awarding On-Call Trade Agreements to the following contractors for FY 2024/25:

On-Call Contractor Name	Applicable Trades	Annual Not-to-Exceed
A&A Concrete, Inc.	Concrete, masonry, General Engineering, heavy equipment rental and operations, slope stabilization, erosion control, street and parking lot pavement and slurry seal and trucking/hauling	\$150,000
bkm Office Environments	General Building Contractor specializing in office furniture, workstations, partitions and installation	\$150,000

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Bludog Telecom	Audiovisual installation and repair	\$60,000
California Boiler	Boiler repair and services	\$60,000

FISCAL IMPACT

Generally, there is no fiscal impact for the award of On-Call Trade Agreements because assignment of work to contractors is not guaranteed. 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.

However, an appropriation of \$150,000 for necessary workstations by bkm Office Environments in City Hall Facility Operations Account No. 101-5750-419.36-01 from the General Fund Balance is required.

RECOMMENDATION

1. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-163 with A&A Concrete Inc 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. 2024-164 with bkm Office Environments for a total agreement amount not-to-exceed \$150,000 for FY 2024/25; and
3. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-165 with Bludog Telecom Inc., for a total agreement amount not-to-exceed \$60,000 for FY 2024/25; and
4. Authorize the City Manager/District Manager to execute CC/CSD Agreement No. 2024-166 with California Boiler, Inc., for a total agreement amount not-to-exceed \$60,000 for FY 2024/25; and
5. Authorize the City Manager/District Manager to execute task orders with the selected contractors for on-call trade work.
6. Authorize an appropriation of \$150,000 for additional workstations by bkm Office Environments On-Call Agreement No. 2024-164 in the City Hall Facility Operations Account No. 101-5750-419.36-01 from available General Fund Balance.
7. Authorize the City Manager/District Manager to execute future amendments to the agreements

ATTACHMENTS

1. CC/CSD Agreement No. 2024-163
2. CC/CSD Agreement No. 2024-164
3. CC/CSD Agreement No. 2024-165
4. CC/CSD Agreement No. 2024-166

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

None