



CITY OF POMONA

COUNCIL REPORT

June 5, 2023

To: Honorable Mayor and Members of the City Council

From: James Makshanoff, City Manager

Submitted By: Rene Guerrero, Public Works Director

SUBJECT: AWARD A SOLE SOURCE AGREEMENT TO SIEMENS INDUSTRY, INC. FOR ONGOING BUILDING AUTOMATION AND MAINTENANCE, INCLUDING UNFORESEEN URGENT REPAIRS, IN AN AMOUNT NOT-TO-EXCEED \$250,000 OVER THREE (3) YEARS

RECOMMENDATION:

It is recommended that the City Council take the following actions:

- 1) Award a Sole Source Agreement to Siemens Industry, Inc. (“Siemens”) for ongoing building automation and maintenance at various City facilities in an amount not-to-exceed \$130,000 for a three-year period effective July 1, 2023; and
- 2) Authorize Siemens Industry, Inc. (“Siemens”) to perform additional urgent building automation repairs at various City facilities on an as-needed basis in an amount not-to-exceed \$120,000 for a three-year period effective July 1, 2023; and
- 3) Authorize the City Manager to execute the agreement with Siemens and any subsequent documents or amendments, subject to approval by the City Attorney.

EXECUTIVE SUMMARY:

Approval of the Sole Source Agreement will allow for continued building automation maintenance services from Siemens, including urgent repairs as they occur, for the next three (3) years at City Hall, City Yard, Metrolink Station, Library, Police Department, and 9th Street Yard. Per City Code Section 2-994, sole source requests over \$100,000 shall be reviewed by the Procurement Officer, Finance Director, and City Manager, and approved by the City Council.

FISCAL IMPACT:

The initial amount of the agreement for Fiscal Year 2023-24 is \$40,722. We anticipate an additional \$40,000 during FY 2023-24 for extra work due to urgent unforeseen repairs. Funds are included in the proposed FY 2023-24 operating budgets for Public Works, Library, and Police

(101-2541-52938-00000; 101-4035-52938-00000; 101-2003-52938-00000; 101-4501-52938-00000; and 216-2506-52938-00000). Future contract costs will be budgeted in the appropriate fiscal year.

DISCUSSION:

The City utilizes Siemens for building automation maintenance on an as-needed basis. Siemens provides an array of necessary services, including:

- Preventive Maintenance – Automation
- Software Maintenance
- Data Backup and Restore Services Onsite
- Control Loop Tuning
- Customer Directed Support
- Mechanical Time and Material
- Mechanical Building Services
- Emergency Automation

The aggregate not-to-exceed amount for the three-year contract for ongoing and urgent building automation and maintenance is \$250,000, of which \$130,000 is for regular ongoing services and \$120,000 is for unforeseen or urgent repairs.

Awarding a Sole Source Agreement and Purchase Order to Siemens to provide needed citywide maintenance and building automation will secure services at the prices quoted and will minimize any lapse in building automation service.

Prepared by:
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