



CITY OF MENIFEE

SUBJECT: Community Services Department, General Contractor
Services On-Call Short List

MEETING DATE: January 18, 2023

TO: Mayor and City Council

PREPARED BY: Nancy Rodriguez, Management Analyst

REVIEWED BY: Jonathan Nicks, Community Services Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve the Community Services Department On-call Short List for general contractor services for Fiscal Year's 2022/2023 through 2024/2025.

DISCUSSION

The City of Meniffee's Community Services Department oversees the ongoing maintenance of all City facilities, parks, and right-of-ways. As the City has grown, the number of maintenance projects led by the department has continuously increased.

On November 3, 2022, staff issued a Request for Proposal (RFP) No. 2023-9 for facility general contractor on-call services. The intent of the RFP was to establish an on-call list of qualified contractors available to supplement city projects. The services would include, but are not limited to, as needed general construction and/or emergency repair services including carpentry, plumbing, electrical work, and indoor and outdoor painting.

The City received four proposals from the following firms:

- MB Painting
- MBE Construction
- Painting & Décor Inc.
- Roseland Painting

An evaluation committee consisting of City staff evaluated the submittals. As part of the City's RFP process, the firms were evaluated based on the criteria set forth in RFP 2023-9, which

included the experience of the firm, references, project/services experience, cost proposal, and quality of responsiveness of the proposal.

All the tabulated results from the evaluations are listed in Table 1 below:

Table 1 – RFP Evaluation Summary

| Firm Name | Evaluation Score |
|----------------------------------|-------------------------|
| MBE Construction | 90.00 |
| Painting & Décor Inc. | 87.33 |
| Roseland Painting | 72.00 |
| MB Painting | 68.00 |

Following the evaluation process and reference checks, three contractors have been recommended for the City's qualified short list to provide on-call contractor services. The List includes MBE Construction, Painting & Décor Inc., and Roseland Painting. The inclusion of the City's On-call List does not guarantee award of future contract(s) and the City reserves the right to issue separate RFQ/RFPs as deemed necessary for specific services and/or projects.

The short list proposed is to be eligible for the period of Fiscal Years (FY) 2022/2023 through 2024/2025. The City reserves the right to re-issue a new RFP solicitation, as deemed necessary during the short list three-year period.

STRATEGIC PLAN OBJECTIVE

Safe and Attractive Community

FISCAL IMPACT

There is no fiscal impact associated with the recommended action. Any projects utilizing the contractors from the established On-call short List will utilize funds already budgeted in the approved Community Services Department FY 2022/2023 Budget.

ATTACHMENTS

1. On-Call Contractor Services Short List