



# STAFF REPORT

AGENDA NO: 9f

MEETING DATE: June 15, 2026

**To: Honorable Mayor and City Council**

**Date: June 15, 2026**

**From: Chris Lamm, Director of Public Works – (650) 558-7230  
Michael Heathcote, Deputy Director of Public Works Operations  
– (650) 558-7670**

**Subject: Adoption of a Resolution Awarding \$225,000 FY 2026-2029 Pump, Motor, and Mechanical Repair Services Contracts to PumpMan Norcal and Koffler Electrical Mechanical Apparatus Repair, Inc. Each, for a Period of Three Years, and Authorizing the City Manager to Execute the Agreements**

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## **RECOMMENDATION**

Staff recommends that the City Council adopt the attached resolution awarding FY2026-2029 Pump, Motor, and Mechanical Repair Services Contracts to PumpMan Norcal and Koffler Electrical Mechanical Apparatus Repair, Inc. for pump, motor, and mechanical repair services for a period of three years in the amount of \$225,000 each, and authorizing the City Manager to execute the agreements.

## **BACKGROUND**

To meet the operational needs of the City's critical infrastructure such as water, sanitary sewer, and wastewater pump stations, and other City facilities, multiple vendors are utilized to provide as-needed pump, motor, and mechanical systems services.

The City issued past Requests for Proposals on July 24, 2024, and November 4, 2025, for pump, motor, and mechanical repair services. Koffler Electrical Mechanical Apparatus Repair, Inc, located in San Leandro, PumpMan Norcal located in Santa Rosa, and DXP Enterprises located in Anaheim have provided the requested services to the City of Burlingame. Overall, the City has been satisfied with the above-mentioned vendors' performance. The service agreements with above listed vendors are set to expire on June 30, 2026.

## **DISCUSSION**

On April 27, 2026, the Department of Public Works issued a Request for Proposals for FY 2026–2029 Pump, Motor, and Mechanical Repair Services for a three-year contract term with two optional one-year extensions at the City's discretion. The City received five proposals on May 13, 2026. Proposers were asked to submit regular and overtime prevailing wage hourly rates for pump, motor, and mechanical repair services.

An Evaluation Committee consisting of representatives from the Facilities and Fleet Division, Streets, Storm Drains and Sewer Division, and Water Division reviewed the five proposals. Following a comprehensive evaluation, the committee determined that PumpMan NorCal and Koffler Electrical Mechanical Apparatus Repair, Inc. submitted the most qualified and responsive proposals. The Committee's recommendation was based on each firm's qualifications, relevant experience, technical expertise, understanding of the scope of work, and competitive pricing.

Both firms have successfully provided similar services to numerous public agencies throughout Northern California, including the City of Dixon, City of Sacramento, City of Rohnert Park, Town of Windsor, City of San Mateo, City and County of San Francisco, Napa Sanitation District, and the City of Burlingame.

Staff recommends that the City Council award separate on-call pump, motor, and mechanical repair services contracts to PumpMan NorCal and Koffler Electrical Mechanical Apparatus Repair, Inc., each in an amount not to exceed \$75,000 annually, for an initial three-year term with two optional one-year extensions at the City's discretion. Awarding contracts to both firms will provide operational flexibility, timely response to service needs, and access to specialized expertise for the City's water, wastewater, storm drain, facilities, and fleet infrastructure.

Pump, Motor, and Mechanical Repair Services 3-Year Cost Summary (per contract):

	<b>FY26-27 (Year 1)</b>	<b>FY27-28 (Year 2)</b>	<b>FY28-29 (Year 3)</b>	<b>3-Year Total</b>
<i>Maintenance, Inspection, Testing, and Emergency Repair Services</i>	Not to exceed \$50,000	Not to exceed \$50,000	Not to exceed \$50,000	Not to exceed \$150,000
<i>Replacement and Significant Repairs Services</i>	Not to exceed \$25,000	Not to exceed \$25,000	Not to exceed \$25,000	Not to exceed \$75,000
Max. Total	\$75,000	\$75,000	\$75,000	\$225,000

**FISCAL IMPACT**

The total contract price for each agreement for pump, motor, and mechanical repair services for a three-year period is \$225,000. The funds for the first year of the agreement are included in the FY2026-27 Public Works Operations Budget. The following two years of services will be programmed into future years' budgets.

Exhibits:

- Resolution
- PumpMan Norcal Services Agreement
- Koffler Electrical Mechanical Apparatus Repair, Inc Services Agreement