

STAFF REPORT*CITY OF OCEANSIDE*

DATE: August 12, 2009

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

SUBJECT: **ANNUAL PURCHASE ORDERS FOR EQUIPMENT, SUPPLIES AND MATERIALS IN AMOUNTS OVER \$50,000 FOR FISCAL YEAR 2009-10**

SYNOPSIS

Staff recommends that the City Council approve annual purchase orders for equipment, supplies, and materials in amounts over \$50,000 for FY 2009-10 for routine and recurring maintenance, repairs and operations from various Public Works Department funds, and authorize the Financial Services Director, or designee, to execute the annual purchase orders.

BACKGROUND

Each fiscal year, the Public Works Department estimates the quantity of equipment, supplies, and materials that will be needed for recurring maintenance, repairs and operations during the fiscal year. Estimates that exceed \$50,000 are formally bid. Items that are proprietary and sold only through the manufacturer, have only one authorized distributor in the area, or have proven to be the only product acceptable are sole sourced.

ANALYSIS

Staff solicited proposals for materials and supplies in accordance with the City's Procurement of Goods and Services Directive. Exhibit A lists the specific requested purchase orders and provides the vendor, materials and/or supplies to be purchased, amount of purchase order, Public Works Section using the materials and/or supplies, and the selection process/reason for selection.

FISCAL IMPACT

The adopted operating budget for each Public Works Department program includes funds for the purchase of equipment, supplies, materials and services to support the day-to-day operations of the department. Purchase orders are not issued for more than the amounts budgeted.

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

City Attorney analysis does not apply.

RECOMMENDATION

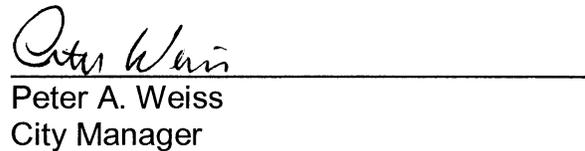
Staff recommends that the City Council approve the annual purchase orders for equipment, supplies, and materials in amounts over \$50,000 for FY 2009-10 for routine and recurring maintenance, repairs and operations from various Public Works Department funds, and authorize the Financial Services Director, or designee, to execute the annual purchase orders.

PREPARED BY:



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General Services Manager

SUBMITTED BY:



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City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

Donald L. Hadley, Deputy City Manager

Joseph Arranaga, Deputy Public Works Director

Teri Ferro, Financial Services Director



Exhibit A

Exhibit A

**Public Works Department
Summary of Requested Annual Purchase Orders Over \$50,000**

Vendors: One Source Distributors

Materials and/or Supplies to be Purchased: Electrical Supplies

Amount of Purchase Order: \$67,000

Program: Building Maintenance, Crafts, Street Light Maintenance, Traffic Control, Fleet Management; Parks Maintenance

Selection Process/Reason for Selection: Bids obtained.

Vendors: Waxie

Materials and/or Supplies to be Purchased: Janitorial Supplies

Amount of Purchase Order: \$90,000

Program: Building Maintenance and Crafts

Selection Process/Reason for Selection: Bids obtained.

Vendor: TS Industrial Supply

Materials and/or Supplies to be Purchased: Construction Supplies

Amount of Purchase Order: \$50,000

Program: Anti Graffiti, Street & Median Maintenance, Flood Control, Street Light Maintenance, Traffic Control, Parking Lot Maintenance & Enforcement, Solid Waster Operations, Fleet Management, Parks Maintenance, Street Tree Maintenance

Selection Process/Reason for Selection: Bids obtained.

Vendor: Escondido Asphalt

Materials and/or Supplies to be Purchased: Asphalt and paving products

Amount of Purchase Order: \$250,000

Program: Street & Median Maintenance

Selection Process/Reason for Selection: Sole source. They are the only asphalt plant in the local delivery area. Asphalt has to be delivered hot. All other asphalt plants are too far away to deliver hot asphalt.

Exhibit A

Public Works Department Summary of Requested Annual Purchase Orders Over \$50,000

Vendor: Dapper Tire

Materials and/or Supplies to be Purchased: Tires

Amount of Purchase Order: \$85,000

Identified Program: Fleet

Selection Process/Reason for Selection: Sole Source. Goodyear dealer holds the State contract. This vendor specializes in car and light truck tires; tires for large trucks and machinery are purchased from other vendors.

Vendor: Ken Grody of Carlsbad

Materials and/or Supplies to be Purchased: Vehicle parts and repairs

Amount of Purchase Order: \$100,000

Program: Fleet Program

Selection Process/Reason for Selection: Sole Source. They are the only local provider who is on call 24/7 and delivers. Meets or beats all other dealerships on replacement parts prices.

Vendor: BMW Motorcycles of North County

Materials and/or Supplies to be Purchased: Motorcycle repairs

Amount of Purchase Order: \$60,000

Program: Fleet

Selection Process/Reason for Selection: Sole Source. Local source for Police Department BMW motorcycles. Next closest dealership is located in San Diego. Transportation cost makes other dealers cost prohibitive.

Vendor: Executive Landscape

Materials and/or Supplies to be Purchased: Landscape extras for LMADs

Amount of Purchase Order: \$263,000

Program: Various Landscape Maintenance Districts

Selection Process/Reason for Selection: The Landscape Maintenance Assessment District (LMAD) maintenance contract was bid and awarded to Executive Landscape. The estimated costs in excess of the contract amount were identified and approved by Council. The extras have to be done by the existing contractor. We cannot use 2 contractors for regular scheduled maintenance and extras.