



DATE: August 13, 2008
TO: Honorable President and Directors of the Harbor District Board
FROM: Department of Harbor and Beaches
SUBJECT: **PURCHASE ORDER FOR REPLACEMENT HARBOR DOCKS**

SYNOPSIS

Staff recommends that the City Council approve a purchase order in an amount not to exceed \$138,454 to Bellingham Marine Industries, Inc., (BMI) of Bellingham, Washington, for replacement docks for the Commercial Fishing Docks at the Oceanside Harbor, and authorization for the Financial Services Director, or designee, to execute the purchase order.

BACKGROUND

Each year, the Department of Harbor and Beaches Maintenance Division replaces and/or upgrades selected docks in the harbor. During FY 2008-2009, several damaged finger piers in the harbor will be replaced.

ANALYSIS

All of the docks in the harbor are constructed using BMI Unifloat® docks. BMI is the sole-source supplier for this type of float. If another type of floating dock were used, the existing Unifloat® docks would require extensive modifications to mate to another type of dock.

FISCAL IMPACT

The cost for the concrete floats, waler boards, plywood fillers, vinyl rub rails, weldments, pile rollers and hardware is \$138,453.36 from the Harbor Maintenance Marine Account (751.596285.5218).

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends that the City Council approve a purchase order in an amount not to exceed \$138,454 to Bellingham Marine Industries, Inc., (BMI) of Bellingham, Washington, for replacement docks for the Commercial Fishing Docks at the Oceanside Harbor, and authorization for the Financial Services Director, or designee, to execute the purchase order.

PREPARED BY:


Ray Duncan 7-1-00
Harbor and Beaches Manager

SUBMITTED BY:


Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Lawrence, Deputy City Manager

Donald L. Hadley, Deputy City Manager

Frank Quan, Harbor and Beaches Maintenance Manager

Teri Ferro, Financial Services Director


J. F. Quan

ATTACHMENT 1

JUSTIFICATION FOR SOLE SOURCE/SOLE BRAND

Administrative Directive, Purchasing Process

UNJUSTIFIED FACTORS FOR SOLE SOURCE/SOLE BRAND:

1. Personal preference for a product or vendor.
2. Cost, vendor performance, local service, maintenance, and delivery (these are award factors in competitive bidding).
3. Features which exceed the minimum department requirement, e.g. heavy duty and quality.
4. Explanation for the actual need and basic use for the equipment, unless the information relates to a request for "unique features".
5. The statement "no substitutions" will not be considered without completion of the "Justification for Sole Source/Sole Brand" form.
6. Lack of advance planning for activity, unless deemed an Emergency Purchase per Administrative Directive.
7. Concerns related to the amount of funds available for the acquisition of goods or services.

CERTIFICATION:

As an approved department representative, I have gathered technical information and have made a concentrated

Department Approval If Requisition less than \$25,000

by: Frank Quan Approval: Ray Duncan
(Print/Type Name) (Print/Type Name) (Signature)

Date: 3-Jun-08 Date: 3-Jun-08

City Manager Approval If Requisition Greater than \$25,001 to \$50,000

City Manager Approval: _____
(Print/Type Name) (Signature)

Date: _____

City Council Approval If Requisition Greater than \$50K

Summary Date: _____ Item # _____ Doc #: _____