



DATE: June 26, 2013

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

SUBJECT: **ANNUAL PURCHASE ORDERS FOR SERVICES, EQUIPMENT, SUPPLIES AND MATERIALS IN AMOUNTS OVER \$50,000 FOR FISCAL YEAR 2013-2014 FOR PUBLIC WORKS DEPARTMENT**

SYNOPSIS

Staff recommends that the City Council approve annual purchase orders for services, equipment, supplies and materials in amounts over \$50,000 for FY 2013-14 for routine and recurring maintenance, repairs and operations from various Public Works Department funds for a total of \$2,668,500; 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 services, 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 in accordance with the City's Procurement of Goods and Services Directive. Exhibit A lists the specific requested purchase orders and provides the vendor, equipment, supplies, services or materials to be purchased, amount of purchase order, corresponding Public Works Program, and the selection process/reason for selection. Some services shown in Exhibit A will require professional services agreements (PSA), which will be properly executed before work is performed. PSAs over \$50,000 are required to be approved by the City Council.

FISCAL IMPACT

The 2013-14 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.

INSURANCE REQUIREMENTS

The City's standard insurance requirements will be met.

COMMISSION OR COMMITTEE REPORT

Does not apply.

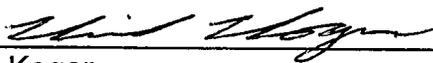
CITY ATTORNEY ANALYSIS

Purchases should be made according to the procedures set forth in Chapter 28A of the City Code.

RECOMMENDATION

Staff recommends that the City Council approve annual purchase orders for services, equipment, supplies and materials in amounts over \$50,000 for FY 2013-14 for routine and recurring maintenance, repairs and operations from various Public Works Department funds for a total of \$2,668,500; and authorize the Financial Services Director, or designee, to execute the annual purchase orders.

PREPARED BY:



Kiel Koger
Maintenance and Operations Manager

SUBMITTED BY:



Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager



Teri Ferro, Financial Services Director



Exhibit A

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

Vendor	Program	Supplies/Services	Program Expenditure	Selection Process
Goodyear San Diego	Fleet Maintenance	Tires	\$100,000	Bids Obtained
BMW Motorcycles of North County Escondido	Fleet Maintenance	OPD Motorcycle Repairs and Parts	\$55,000	Sole Source ¹
Escondido Asphalt Escondido	Street & Median Maintenance	Asphalt & Paving Products	\$250,000	Sole Source ²
Rancho Del Oro Landscape Oceanside	Parks Maintenance, Street & Median Maintenance, Parking Lot Maintenance, Solid Waste – City Services, Tree Trimming, Pier Maintenance	Landscape Maintenance Services, Tree Trimming, Trash Removal	\$426,000	Bids Obtained
Ken Grody Carlsbad	Fleet Maintenance	Auto parts and contracts for repairs that are not performed in-house.	\$123,500	Bids Obtained
C.W. Doherty Concrete Oceanside	Street & Median Maintenance, Flood Control, Parking Lot Maintenance, Beach Maintenance, Harbor Maintenance, Parks Maintenance, Solid Waste – City Services	Concrete Repair Work	\$465,000	Bids Obtained
Napa Auto Parts Oceanside	Fleet Maintenance, Traffic Control	Replacement Auto Parts	\$54,500	Bids Obtained

Exhibit A

King Masonry Vista	Beach Maintenance, Harbor Maintenance, Street & Median Maintenance	Concrete Repair Work	\$79,500	Bids Obtained
J. Leon Construction Oceanside	Parks Maintenance, Street & Median Maintenance, Flood Control	Concrete Repair Work	\$250,000	Bids Obtained
West Coast Arborists San Diego	Parks Maintenance, Street & Median Maintenance, Tree Trimming	Tree Trimming Services	\$162,500	Bids Obtained
Mora's Equipment Pico Rivera	Street & Median Maintenance	Concrete Repair Work	\$75,000	Bids Obtained
Perrault Bobcat Services Bonsall	Street & Median Maintenance	Concrete Repair Work	\$75,000	Bids Obtained
McCain Traffic Supply Vista	Traffic Control	Traffic Signal Components	\$50,000	Sole Source ³
Parkhouse Tire Escondido	Fleet Maintenance	Tires	\$110,000	Sole Source ⁴
Dispensing Technology Moorpark	Traffic Control	Striping Paint and Supplies	\$60,000	Bids Obtained
Dave Bang & Associates Tustin	Beach Maintenance, Harbor Maintenance, Parks Maintenance	Playground Parts and Equipment	\$50,000	Sole Source ⁵
California Tree Service Vista	Beach Maintenance, Harbor Maintenance, Tree Trimming	Tree Trimming Services	\$62,500	Bids Obtained

Exhibit A

Pro Works Contracting Fallbrook	Parks Maintenance, Street & Median Maintenance	Concrete Repair Work	\$115,000	Bids Obtained
Urban Tree Care Vista	Tree Trimming	Tree Trimming Services	\$50,000	Bids Obtained
Service Electric Escondido	Beach Maintenance, Harbor Maintenance	Electrical Work	\$55,000	Bids Obtained

¹ BMW is the only provider of OPD motorcycle parts and service. All repairs must be performed by BMW to maintain the warranty and guarantee of the product. The next closest dealership is in San Diego.

² Escondido Asphalt is the only asphalt plant in the local delivery area. Asphalt is temperature sensitive and all other asphalt plants are too far away to deliver hot asphalt.

³ All existing traffic signal equipment is manufactured by McCain Traffic Supply.

⁴ Parkhouse Tire is the only local provider of large tires for heavy duty trucks and construction equipment.

⁵ Most of the existing playground equipment is manufactured by Dave Bang & Associates and must be replaced with their parts.