



DATE: June 25, 2014

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 2014-2015 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 2014-15 for routine and recurring maintenance, repairs and operations from various Public Works Department funds for a total of \$3,082,500; 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 require a professional services agreement (PSA), which were approved by the City Council on June 26, 2013. All of the PSAs were executed for a term of one (1) year with a renewal option for one (1) additional one-year term upon the same terms and conditions, including compensation.

FISCAL IMPACT

The 2014-15 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 \$3,082,500; and authorize the Financial Services Director, or designee, to execute the annual purchase orders.

PREPARED BY:



Kiel Koger
Maintenance and Operations Manager

SUBMITTED BY:



Steven R. Jepsen
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

James Riley, 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 and Median Maintenance	Asphalt & Paving Products	\$250,000	Sole Source ²
Rancho Del Oro Landscape Oceanside	Parks Maintenance, Street and Median Maintenance, Parking Lot Maintenance, Solid Waste – City Services, Tree Trimming, Beach Maintenance	Landscape Maintenance Services, Tree Trimming, Trash Removal	\$473,000	PSA Renewal Option
Ken Grody Carlsbad	Fleet Maintenance	Auto parts and contracts for repairs that are not performed in-house	\$140,500	Bids Obtained
C.W. Doherty Concrete Oceanside	Street and Median Maintenance, Flood Control, Parking Lot Maintenance, Beach Maintenance, Harbor Maintenance, Parks Maintenance, Solid Waste – City Services	Concrete Repair Work	\$497,000	PSA Renewal Option
Napa Auto Parts Oceanside	Fleet Maintenance, Traffic Control	Replacement Auto Parts	\$54,500	Bids Obtained

Exhibit A

J. Leon Construction Oceanside	Parks Maintenance, Street and Median Maintenance, Flood Control	Concrete Repair Work	\$155,000	PSA Renewal Option
West Coast Arborists San Diego	Parks Maintenance, Street and Median Maintenance, Tree Trimming	Tree Trimming Services	\$172,500	PSA Renewal Option
Perrault Bobcat Services Bonsall	Street and Median Maintenance	Concrete Repair Work	\$150,000	PSA Renewal Option
McCain Traffic Supply Vista	Traffic Control	Traffic Signal Components	\$60,000	Sole Source ³
Parkhouse Tire Escondido	Fleet Maintenance	Tires	\$110,000	Sole Source ⁴
Dispensing Technology Moorpark	Traffic Control	Striping Paint and Supplies	\$70,000	PSA Renewal Option
Dave Bang & Associates Tustin	Beach Maintenance, Harbor Maintenance, Parks Maintenance	Playground Parts and Equipment	\$50,000	Sole Source ⁵
California Tree Service Vista	Tree Trimming	Tree Trimming Services	\$52,500	PSA Renewal Option
Pro Works Contracting Fallbrook	Parks Maintenance, Street and Median Maintenance	Concrete Repair Work	\$250,000	PSA Renewal Option
Urban Tree Care Vista	Tree Trimming	Tree Trimming Services	\$150,000	PSA Renewal Option

Exhibit A

Service Electric Escondido	Parks Maintenance, Harbor Maintenance	Electrical Work	\$87,000	Bids Obtained
Cintas Vista	Street and Median Maintenance, Parking Lot Maintenance and Enforcement, Beach Maintenance, Pier Maintenance Harbor Maintenance, Parks Maintenance, Solid Waste – City Services, Street Sweeping, Fleet Maintenance, Street Light Maintenance, Traffic Control	Uniforms	\$50,000	Bids Obtained
One Source Oceanside	Beach Maintenance, Pier Maintenance Harbor Maintenance, Parks Maintenance, Street Light Maintenance, Traffic Control	Electrical Supplies	\$55,500	PSA Renewal Option
South Coast Emergency Vehicle Ontario	Fleet Maintenance	OFD Fire Apparatus Parts	\$50,000	Sole Source ⁶
Tarzian Landscape Vista	Parks Maintenance, Street and Median Maintenance	Landscape Maintenance Services	\$50,000	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. The next closest plant is on Miramar Road in San Diego which is approximately 1 hour away.

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

Exhibit A

⁴ Parkhouse Tire is the only local provider with a complete inventory of large and specialty 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.

⁶ South Coast Emergency Vehicle is the only local provider in Southern California of apparatus parts for Pierce fire trucks.