

# Agenda Report

May 19, 2008

**TO:** CITY COUNCIL

**FROM:** CITY MANAGER

**SUBJECT:** AUTHORIZATION TO ENTER INTO A PURCHASE ORDER CONTRACT WITH INNOVATIVE STORAGE SOLUTIONS FOR THE PURCHASE OF AN OUTDOOR RACKING SYSTEM TO STORE MATERIAL PARTS FOR THE WATER AND POWER DEPARTMENT

**RECOMMENDATION:**

It is recommended that the City Council:

- 1) Accept the bid dated March 28, 2008, submitted by Innovative Storage Solutions in response to the Specification dated January 10, 2008, for an outdoor racking system at the City Yards; and
- 2) Authorize a purchase order contract to Innovative Storage Solutions for an amount not to exceed \$375,000.

**BACKGROUND:**

A complete modernization process of the existing Water and Power Department (PWP) warehouse building and construction of a new PWP field operations building at the City Yards is underway. The project is located at 311 W. Mountain Street. The first phase of the project is the replacement of the outdoor rack system, which will include demolition of the existing seismically unsafe racks and installation of a new system to consolidate outdoor inventory, maximize space utilization, and meet current seismic standards. The second phase, which will begin when installation of the new racking system is complete, will include demolition of the tin barn and the Water Meter Shop.

A notice inviting bids to furnish and deliver an outdoor rack system was published on January 10, 2008, in the Pasadena Star News, Pasadena Journal and posted on the City's web page. Seven vendors participated in the mandatory bid walk on January 17, 2008. Only one of the seven vendors submitted a bid which was rejected because it did not include a bid bond.

The specification was republished in the Pasadena Star News on March 5, 2008 and was mailed out to 12 more vendors in another attempt to secure a firm, acceptable bid. One responsive bid was opened on April 9, 2008, and all requirements of the specification have been met in this bid.

<u>Bidder</u>	<u>Bidder's Proposal</u>
Innovative Storage Solutions	\$340,345.00

The Department recommends issuance of a purchase order contract to Innovative Storage solutions in an amount not to exceed \$375,000, which includes the base bid amount plus a 10% contingency for any necessary change orders. The proposed contract is in compliance with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08 and the rules and regulations promulgated there under.

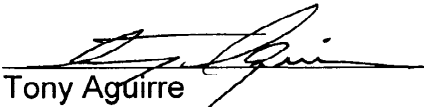
**FISCAL IMPACT:**

Sufficient funds for this project have been appropriated in the FY08 Capital Improvements Budget Number 71142 Water and Power Yards Building Renovations and New Operational Facility/EOC.

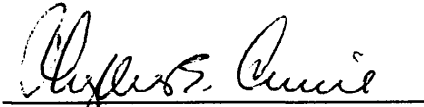
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