

Agenda Report

September 14, 2020

TO: Honorable Mayor and City Council
FROM: Department of Parks, Recreation and Community Services
SUBJECT: CONTRACT AWARD TO EWING IRRIGATION PRODUCTS FOR THE PURCHASE OF IRRIGATION SUPPLIES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the project (Irrigation Supplies) is exempt under section 21084(a) of the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines with Article 19, Section 15301 (Class1), Subsection (h) of the guidelines (maintenance of existing landscaping) and authorize the City Clerk to file a Notice of Exemption for the project with the Los Angeles County Clerk; and
2. i) Accept the bid dated July 21, 2020 submitted by Ewing Irrigation in response to the specifications to provide irrigation supplies, ii) reject all other bids, and iii) authorize the issuance of a purchase order contract with Ewing Irrigation Products in an amount not to exceed \$255,000 over a three-year period with the option of two one-year extensions in the annual amount of \$85,000, at the discretion of the City Manager, for a maximum total contract length of five years and a grand total contract amount of \$425,000.

BACKGROUND:

The Parks Division of the Department of Parks, Recreation and Community Services spends approximately \$84,000 annually in irrigation supplies for irrigation maintenance, irrigation improvements, water conserving irrigation retrofitting, landscape beautification projects and emergency irrigation repairs in parks, medians, libraries and other landscaped areas maintained by the Department.

On June 17, 2020, a Notice Inviting Bids was published in the Pasadena Journal and posted on the City's website, which generated notices to 488 vendors through Planet Bids. Out of 488 vendors, thirty-four of the vendors were local. Eight non-local vendors

downloaded the bid documents and met the necessary criteria. The bids solicited were for pricing to provide irrigation supplies in order to efficiently and safely maintain irrigation systems for properties owned or managed by the City of Pasadena. Four bids were received by the bid closing date of July 21, 2020. The bid result is as follows:

Bidder	Location	Amount (\$)
1. Ewing Irrigation Products	South El Monte, CA	\$69,495
2. JHM Supply Inc.	San Gabriel, CA	\$71,955
3. John Deer Landscapes	Cleveland, OH	\$74,148
4. Smart Timer Rebate	Alhambra, CA	\$120,639

Ewing Irrigation Products has been the City provider of irrigation supplies since 2015. The estimated annual contract amount of \$85,000 is based on actual annual expenditures for irrigation supplies dating back to 2015. As the responsive and responsible lowest bidder, staff recommends awarding this purchase order contract to Ewing Irrigation Products for an amount not to exceed \$255,000 for a three-year period with the option of two one-year extensions in the annual amount of \$85,000. The grand total for the maximum five-year period amounts to \$425,000.

The contract amounts are as follows:

	Year 1 to 3	Optional 1st Extension	Year 5 Optional 2nd Extension
Base Bid	\$ 231,818	\$ 77,273	\$ 77,273
Contingency Allowance	\$ 23,182	\$ 7,727	\$ 7,727
"Not to Exceed" Amount	\$ 255,000	\$ 85,000	\$ 85,000
		TOTAL	\$ <u>425,000</u>

COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council's strategic goals to improve, maintain and enhance public facilities and infrastructure, support and promote the quality of life and local economy, and ensure public safety.

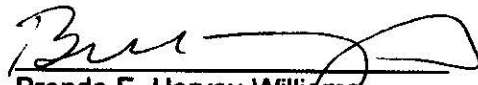
ENVIRONMENTAL ANALYSIS:

This project is categorically exempt from the provisions of the California Environmental Quality Act of 1984 in accordance with Article 19, Section 15301 (Class 1), Subsection (h) of the guidelines (maintenance of existing landscaping).

FISCAL IMPACT:

Funding for this action exists within the budgeted appropriations in the Parks, Recreation, and Community Services Department Operating Budget. It is anticipated that the cost of this contract, up to \$425,000 will be spent over the next five fiscal years.

Respectfully submitted,



Brenda E. Harvey-Williams
Director, Parks, Recreation and Community
Services

Prepared By:



Jason Vega
Program Coordinator
Parks, Recreation and Community Services

Approved by:



STEVE MERMELL
City Manager