



Agenda Report

September 14, 2020

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: **CONTRACT AWARD TO PACIFIC LIFT AND EQUIPMENT COMPANY INCORPORATED FOR AUTOMATIC LUBRICATION SYSTEM INSTALLATION ON SANITATION TRUCKS FOR A NOT-TO-EXCEED AMOUNT OF \$82,803 FOR ONE YEAR**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. i) Accept the bid dated July 28 2020, submitted by Pacific Lift and Equipment Company Incorporated. (Pacific Lift and Equipment) for an automatic lubrication system installation on sanitation trucks; ii) Authorize the City Manager to enter into a contract with Pacific Lift and Equipment in a not-to-exceed amount of \$82,803 (which includes a contingency of \$3,943) over a one-year period.

BACKGROUND:

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) requires qualified firms to supply and install automatic lubrication systems on eight sanitation trucks.

The automated lubrication system is a centralized system designed to provide grease for lubricating multiple friction points on industrial and mobile machinery. Such systems considerably reduce the cost of maintaining machinery on which they are installed, eliminating machinery downtime caused by poor lubrication as well as prolonging the life of the machinery in general. Additionally, an automated centralized lubrication system allows difficult to reach lubrication points to be lubricated at frequent intervals that would otherwise be hard to access under normal conditions performed manually.

On July 2, 2020, a Notice Inviting Bids for Automatic Lubrication System Installation on Sanitation Trucks was posted on PlanetBids generating notices to 1,771 registered vendors. Eleven of the vendors were identified as prospective bidders for the type and scope of work in the bid specification. Nine vendors downloaded the bid documents and ultimately one vendor (Pacific Lift and Equipment) who is local to Pasadena submitted a bid response.

BID RESULTS:

On July 28, 2020, one bid was submitted to PlanetBids. The bid results are as follows:

<u>Bidder</u>	<u>Amount (\$)</u>
1. Pacific Lift and Equipment Co. Inc., Pasadena, CA	\$78,860

Pacific Lift and Equipment, founded in Sacramento California in 1953, specializes in the design, construction, installation and maintenance of automotive dealership service and parts departments. Its Southern California headquarters is located in Pasadena. Pacific Lift and Equipment has provided services for the City of Pasadena since 1998 in the aggregate amount of \$312,269.

The Department of Public Works recommends that Pacific Lift and Equipment be awarded a contract for this project as they are the sole responsive and responsible bidder.

The contract term shall be for one year from the date of execution by the City as follows:

Base Bid	\$78,860
Contingency Allowance 5%	<u>\$ 3,943</u>
Contract "Not to Exceed" Amount	\$82,803

The proposed contract with Pacific Lift and Equipment fully complies with the Competitive Bidding and Living Wage Ordinances.

COUNCIL POLICY CONSIDERATION:

This contract furthers the City Council's goal to maintain fiscal responsibility and stability; improve mobility and accessibility throughout the city; support and promote the quality of life and local economy; and ensure public safety.

ENVIRONMENTAL IMPACT:

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment.

FISCAL IMPACT:

The cost of this action is \$82,803 for a one-year contract. Funding will be addressed by the utilization of existing budgeted appropriations from the Fleet Maintenance & Repair Fund (budget account 51122058-811400). There is no anticipated impact to other operational programs or capital projects as a result of this action.

Respectfully submitted,


for ARA MALOYAN, P.E.
Director of Public Works

Prepared by:


for Mark McCullough
Public Works Administrator (BSFMD)

Approved by:


STEVE MERMELL
City Manager