

Agenda Report

September 21, 2020

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARD TO TOTAL ONLINE PROTECTION, LLC FOR INSPECTION, MAINTENANCE, AND REPAIR SERVICES OF CITY'S UNINTERRUPTIBLE POWER SUPPLY SYSTEM FOR AN AMOUNT NOT TO EXCEED \$105,390 FOR UP TO FIVE YEARS

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 August 12, 2020 submitted by Total Online Protection, LLC (Total Online Protection), in response to the Notice Inviting Bids for Inspection, Maintenance, and Repair Services of the City's Uninterruptible Power Supply System (UPS); and ii) authorize the City Manager to enter into a contract with Total Online Protection, LLC for an amount not to exceed \$63,234 (which includes a contingency of \$3,009) over a three-year period with the option of two one-year extensions in the annual amount of \$21,078 (which includes a \$1,003 contingency), at the discretion of the City Manager, for a maximum total contract length of five years and a total contract amount of \$105,390.

BACKGROUND:

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) requires qualified vendors to provide maintenance and repairs of the City's UPS systems. UPS systems are essential back-up power devices designed to provide uninterrupted power to essential electrical components during power surges, loss of primary power source, or any power shutdown. BSFMD maintains four of these systems located at the City Hall, City Yard, and two at the Police Department.

On July 10, 2020 a Notice Inviting Bids for Inspection, Maintenance, and Repair Services of the City's Uninterruptible Power Supply System was published in the paper

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as well as posted on PlanetBids. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 33 vendors downloaded the Specifications of which none were local. A total of 2 bids were received by the bid closing date, August 12, 2020 from non-local firms. Staff also referenced a list of local vendors in the City's business license database as well as online web searches in an attempt to reach potential local vendors. No local vendors currently exist that provide these types of services under this bid specification.

Per bid specification, the bid table comprised of pricing for periodic maintenance and complete battery replacements. Since the battery life for each UPS system lasts approximately three to five years, the cost for battery replacement is spread out throughout the life of this multi-year contract. The bid amount submitted below reflects pricing for maintenance and battery replacement for all four UPS systems.

Bids received on August 12, 2020 are as follows:

Bidder	Amount
1. Total Online Protection LLC, Temecula, CA	\$ 32,695
2. Certified Power Systems, Inc., Whittier, CA	Non-responsive

Total Online Protection is located in Temecula, California and have been in business since 2012. While the City has never worked with this vendor, they have provided services to other agencies such as San Diego Sheriff Department, Orange County Sheriff Coroner Emergency Operations Center, Social Security Administration in Maryland and California.

As the current bid includes increased maintenance frequency and an additional UPS unit, Total Online Protection's bid proposal reflects discounted volume pricing equivalent to almost 60% in savings to the City in comparison with previous vendors. Staff, therefore, recommends the sole responsive and responsible lowest bidder, Total Online Protection, be awarded the contract for a three year period with an option for two one-year additional terms at the discretion of the City Manager.

The contract amounts will be set as follows:

	Year 1 to 3	Year 4 Optional 1 st Extension	Year 5 Optional 2 nd Extension
Base Bid	\$60,225	\$20,075	\$20,075
Contingency Allowance	<u>\$ 3,009</u>	<u>\$ 1,003</u>	<u>\$ 1,003</u>
"Not to Exceed" Amount	\$63,234	\$21,078	\$21,078
		TOTAL	<u>\$105,390</u>

The contingency allowance is included mainly for Consumer Price Index adjustments.

COUNCIL POLICY CONSIDERATION:

This authorization supports the City Council's strategic goal to maintain fiscal responsibility and stability, 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 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 a significant effect on the environment.

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FISCAL IMPACT:

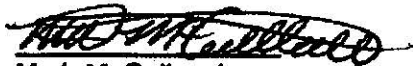
The cost of this contract is \$63,234 and the total cost of this action will be \$105,390. Funding for this project will be addressed by utilization of existing budgeted appropriations in the Building Maintenance Fund account 50222051-811400.

Respectfully submitted,



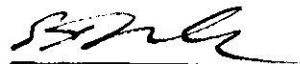
ARA MALOYAN, P.E.
Director of Public Works

Prepared by:



Mark McCullough
Public Works Administrator (BSFMD)

Approved by:



STEVE MERMELL
City Manager