

# Agenda Report

March 20, 2006

**TO:** CITY COUNCIL  
**FROM:** CITY MANAGER  
**SUBJECT:** Authorization to Enter into a Contract with Western Water Works Supply Inc. for Furnishing and Delivering Miscellaneous Water Utility Materials for the Water and Power Department, Specification WD-05-04

## **RECOMMENDATION**

It is recommended that the City Council:

1. Accept the bid dated February 21, 2006 submitted by Western Water Works Supply Inc. in response to Specification WD-05-04, for Furnishing and Delivering Miscellaneous Water Utility Materials for the Water and Power Department;
2. Reject all other bids;
3. Authorize the Purchasing Administrator to issue a purchase order for a two-year period to Western Water Works Supply Inc., with two optional one-year extensions. The contract shall not exceed \$650,000 annually.

## **BACKGROUND**

Specification WD-05-04 provides for a contract to furnish and deliver miscellaneous water utility materials to the Water and Power Department. The miscellaneous materials are used for routine maintenance and general capital repairs to the City's water infrastructure.

The Notice Inviting Bids for Specification WD-05-04 was published in the Pasadena Journal on January 26, 2006 and on "Bids on Line". In response to the Notice Inviting Bids, five contractors received the specification. Bids were received from two contractors.

The bids were evaluated by multiplying each unit price by a weighting factor and then adding the products of these weighting factors and unit prices to arrive at a total weighted bid price. The weighting factor was determined according to how frequently the corresponding bid items are used by the Department. This evaluation method as well as the weighting factors was fully disclosed in the specification. The total weighted bid does not represent an actual dollar amount, but provides a method of comparing bids.

The following two contractors submitted bids, which were evaluated and the total weighted bids are as follows:

<u>BIDDERS</u>	<u>TOTAL WEIGHTED BID PRICE</u>
Western Water Works Supply Inc.	\$287,704
Hughes Supply Co.	\$345,861

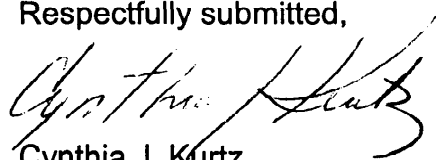
Western Water Works Supply Inc. is the lowest responsive bidder for the materials and complies in all respects with the requirements of the specification. Staff recommends that the Council award a contract to Western Water Works Supply Inc. The contract shall not exceed \$650,000 annually and is based on the Water and Power Department's estimated annual expenditure for miscellaneous water utility material purchases for annual routine capital maintenance and general repair costs.

The proposed contract is in compliance with the Competitive Bidding and Purchasing Ordinance P.M.C. 4.08.

**FISCAL IMPACT**

Sufficient funds are available in the Water Division Operating Budget Account Numbers 8101-402-883000 (\$350,000) and in Fiscal Year 2006 Water Capital Improvement Program Budget Number 1002 (\$300,000).

Respectfully submitted,



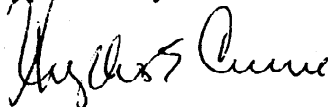
Cynthia J. Kurtz  
City Manager

Prepared by:



Fred Lyn  
Management Analyst III  
Water and Power Department

Approved by:



Phyllis E. Currie  
General Manager  
Water and Power Department

Disclosure Pursuant to the  
City of Pasadena Taxpayer Protection Amendment of 2000  
Pasadena City Charter, Article XVII

Contractor hereby discloses its trustees, directors, partners, officers, and those with more than a 10% equity, participation, or revenue interest in Contractor, as follows:  
(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor Name: Western Water Works Supply Company

2. Name(s) of trustees, directors, partners, officers of Contractor:

<u>Donald F. Himes</u>
<u>D. Bruce Himes</u>
<u>Ethel Duke</u>
<u>Dominic Scigliano</u>

3. Names of those with more than a 10% equity, participation or revenue interest in Contractor:

<u>Donald F. Himes</u>
<u>D. Bruce Himes</u>
<u>Ethel Duke</u>

Prepared by: D. Bruce Himes

Title: CFO

Date: 12-2-2005

For office use only
Contract No. _____

