

Agenda Report

July 16, 2012

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH ORGANIC PLANET TRUCK AND TRANSPORT, INC. TO PROVIDE HAULING SERVICES IN AN AMOUNT NOT TO EXCEED \$150,000 PER YEAR (SPECIFICATIONS WD-12-03)

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15301 (Existing Facilities);
2. Accept the bid dated May 24, 2012 submitted by Organic Planet Trucking and Transport, Inc., in response to Specifications WD-12-03, to provide hauling services for the Water and Power Department ("Department"); and,
3. Authorize the City Manager to enter into a contract with Organic Planet Trucking and Transport, Inc. for an amount not to exceed \$150,000 for an initial term of one year with an option for three additional one-year terms of \$150,000 each.

BACKGROUND:

The Department regularly completes water distribution projects directed by the goals and recommendations associated with the Capital Improvement Program, Water System Master Plan, Water Integrated Resources Plan, and other water operations-related work. Procuring the services of a single qualified contractor to remove excavated soils from trenches during the installation of water mains will expedite the construction process and improve efficiency.

On May 10, 2012, a Notice Inviting Bids for hauling services was advertised in the Pasadena Journal, and also posted online through Planet Bids. A total of seven contractors received a bid package either by mail or by document download. One bid was received and opened on May 25, 2012.

The bidder submitted the following unit hourly costs based on the requested list of five truck types needed to perform necessary services:

Hauling Vehicle Description	Capacity*	Unit Price Per Hour
10 Wheeler	10 yards	\$72
Super 10 Wheeler	14 yards	\$82
18 Wheeler Low Side	20 yards	\$90
Flatbed Equipment Trailer	N/A	\$80
Self-Loading Equipment	N/A	\$56

**Instructions included in the Bidder's Proposal specified that the weight of the loaded haul vehicle shall not be a consideration when providing hauling services.*

Staff compared the bid received to historical data for the same type of bid items and past hauling services. It was determined that the prices submitted were competitive. The total unit price from the bid received was approximately 13% lower than quotes received in the past year.

COUNCIL POLICY CONSIDERATION:

The proposed contract supports the Department's Water System Master Plan adopted by the City Council in 2002 and addresses the replacement of aging water distribution mains and establishment of reliable infrastructure for the City's water system.

ENVIRONMENTAL ANALYSIS:

The proposed contract has been determined to be exempt from environmental review pursuant to CEQA Guidelines Section 15301 (Existing Facilities). This exemption includes the maintenance, repair and operation relating to existing facilities, mechanical equipment, or structures where there is negligible or no expansion of the use. The proposed contract is for service that the City currently performs, but would be more efficient and economical with the use of a contractor. The amount of debris to be hauled would not increase, and there would be fewer trips to the waste disposal site due to the use of larger trucks.

FISCAL IMPACT:

The maximum cost of this action will be \$600,000 if all three one-year extensions are approved and implemented. Funding for this action will be addressed by the utilization of approved appropriations for CIP #1001 - Distribution Mains and CIP #1019 - Fire Protection System Improvements, as well as the utilization of approved appropriations for operating and maintenance of water transmission and distribution systems. It is anticipated that \$150,000 of the total cost will be spent during fiscal year 2013 as shown in the following table.

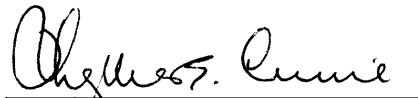
Fund	Budget Number	Amount
Water Capital Fund 412	1001 Distribution Mains	\$80,000
Water Capital Fund 412	1019 Fire Protection System Improvements	\$40,000
Water Fund 402 - Operations	Account Number 8114-402-883000-0761	\$30,000

Total Annual Fiscal Impact \$150,000

The remainder of the costs will be spent over the next three fiscal years in even increments. Work will not be assigned under the contract unless sufficient funding is available.

The anticipated impact on other operational programs or capital projects as a result of this action will be none.

Respectfully submitted,



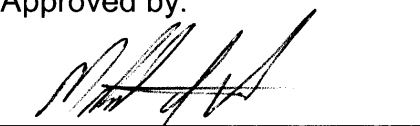
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