

Agenda Report

October 30, 2017

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: REJECTION OF BIDS FOR FUEL ISLAND MAINTENANCE AND REPAIR SERVICES

RECOMMENDATION:

It is recommended that the City Council reject all bids received on October 11, 2017 in response to the Notice Inviting Bids for Fuel Island Maintenance and Repair.

BACKGROUND:

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) is responsible for the routine maintenance and emergency repair services for the City's unleaded and diesel fuel islands. Due to the specialized nature of this work, it is performed by an outside contractor. The locations of the fuel islands are as follows:

1. City Yard – 323 W. Mountain Street
2. Civil Defense – 2783 Eaton Canyon Drive
3. Fire Station 33 – 515 N. Lake Boulevard
4. Police Department – 175 N. Garfield Avenue

The Department of Public Works prepared specifications in accordance with Section 4.08.070 of the Pasadena Municipal Code. On September 7, 2017, a Notice Inviting Bids for Fuel Island Maintenance and Repair was published in the *Pasadena Journal* and posted on the City's website, which generated notices to 1,800 vendors of which 101 were local. Twenty-six vendors downloaded the bid documents and three vendors submitted bids by the bid closing date of October 11, 2017. The following bids were received:

Bidder	Amount
1. Premier Fuels, La Crescenta	Non Responsive
2. Sunwest Engineering, Chino	\$129,791
3. Clean Fuels, Inc., Monrovia	\$132,673*

* Per the Notice Inviting Bids document, section 3.2 Evaluation of Bid, the dollar amount was revised by staff due to a calculation error by bidder on bid sheet.

The lowest responsive bid received is 332.64% over the historical spending of \$30,000 annually. Staff believes the delta between the bids received versus budget is due to the request for an hourly rate with estimated hours rather than overall annual maintenance costs. Bid proposals were evaluated and staff recommends that based on the dollar amounts, which exceed budget allocations for the maintenance and repair of the city's fueling sites, all bids be rejected. Staff will revise the specifications and will issue a new bid at a future date.

COUNCIL POLICY CONSIDERATION:

Rejecting all bids supports the City Council's strategic goal to maintain fiscal responsibility and stability.

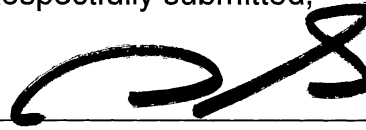
ENVIRONMENTAL IMPACT:

There is no environmental impact of this action.

FISCAL IMPACT:

Rejecting all bids will have no fiscal impact.

Respectfully submitted,



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Director of Public Works

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STEVE MERMELL
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