



Agenda Report

May 21, 2018

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH GENERAL PUMP COMPANY, INC. TO PROVIDE LABOR AND MATERIALS FOR WELL AND PUMP MAINTENANCE FOR THE WATER AND POWER DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed authorization is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Sections 15301 (Existing Facilities) and 15302 (Replacement or Reconstruction) and that there are no features that distinguish this project from others in the exempt classes and, therefore, there are no unusual circumstances;
2. Authorize the City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with General Pump Company, Inc. for well and pump maintenance in an amount not to exceed \$326,700 which includes the base contract amount of \$297,000 and a contingency of \$29,700, to provide for any necessary change orders for an initial period of one year, with an option for three additional one-year terms, each year not to exceed \$326,700. If the three additional one-year terms are exercised, the total contract amount will be \$1,306,800. Competitive bidding is not required pursuant to City Charter Section 1002(F) contracts for professional or unique services.

BACKGROUND:

Pasadena Water and Power ("PWP") operates ten active wells, which provide approximately 40% of the City's water supply, and nineteen booster pump stations throughout the water system. Repairs to these wells and pumping equipment require specialized skills, machinists and lathe operators, and heavy equipment crane and rig operators certified by the California Occupational Safety and Health Administration ("Cal-OSHA"). When failure of any of these critical facilities occurs, timely repair is essential and this contract will provide an efficient means for addressing this need. The work includes emergency pump pulling and installation, groundwater well

A Request for Proposals ("RFP") seeking qualified firms to provide the well and pump maintenance services was posted on Planet Bids on January 18, 2018. Three vendors were also notified via email that the RFP had been posted. No further outreach was done because there are no known local vendors that perform these services. Twenty-three prospective companies received the RFP and four submitted proposals. All proposals were received by the due date of February 8, 2018 and were independently evaluated by PWP.

Evaluation of the proposals was based on the criteria and process set forth in the RFP. The criteria is as follows: 1) experience, qualifications, references and technical proposal, 2) ability to perform, responsiveness, and corporate strength, 3) pricing/rate schedule, 4) local Pasadena business, and 5) small/micro business preference. A summary table of the proposal evaluation scores is included in Attachment A.

Based on the results of the evaluation, General Pump Company, Inc. met the requirements of the RFP and received the highest final score. Therefore, they are recommended for award of the proposed contract.

The results of the proposal evaluations were as follows:

<u>Contractors</u>	<u>Final Score</u>	<u>Proposed Cost</u>
General Pump Company, Inc., San Dimas, CA	91.5	\$297,000
Layne Christensen Company, Inc., Redlands, CA	81.0	\$332,825
Tri County Pump Company, Inc., San Bernardino, CA	72.0	\$345,800
Weber Water Resources CA, LLC., Redlands, CA	64.0	\$388,000

It is recommended that the City Council authorize the City Manager to award a contract in the amount of \$326,700 to General Pump Company, Inc. for a one-year period with three optional one-year terms. The annual amount includes the base contract amount of \$297,000 and a yearly contingency of \$29,700 to provide for any necessary change orders. The recommended contract amount is based on PWP's expected annual expenditure for this work.

Since 1994, the City has awarded General Pump Company, Inc. five competitively-bid multi-year contracts, collectively valued at \$8,600,000.

COUNCIL POLICY CONSIDERATION:

The proposed contract is consistent with the Public Facilities Element of the General Plan and supports the City Council's goal to improve, maintain and enhance public facilities infrastructure and to implement capital improvements that will maintain and rehabilitate infrastructure.

ENVIRONMENTAL ANALYSIS:

The proposed contract has been determined to be categorically exempt from the California Environmental Quality Act (CEQA) pursuant to the State CEQA Guidelines, Section 15301 (Existing Facilities) and Section 15302 (Replacement and Reconstruction). Section 15301 exempts actions such as maintenance, repair, operation, etc. relating to existing facilities or structures where there is negligible or no expansion of the use. Section 15302 exempts the replacement and/or reconstruction of existing facilities or structures including utility systems and/or facilities involving negligible or no expansion of capacity. The proposed work, which consists of maintenance, rehabilitation, and replacement of existing facilities, is necessary to maintain current operations of the water system and will not expand the overall capacity.

FISCAL IMPACT:

The total cost of this action will be a maximum of \$1,306,800 over four years if the three additional one-year terms are exercised. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Water Capital Fund 412, Capital Improvement Program Budget No.1073 – Booster Improvements (49506240-811413), and Capital Improvement Program Budget No.1074– Well Improvements (49506150-811413).

The following table presents the contract summary:

General Pump Company, Inc.

First-year contract amount	\$ 326,700
Optional three year extensions	\$ 980,100
Total amount of contract	\$1,306,800

There is no anticipated impact to other operational programs or capital projects as a result of this action.

Respectfully submitted,



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Approved by:



STEVE MERMELL
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Attachment A – Evaluation Summary