

Agenda Report

December 5, 2022

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZATION TO ENTER INTO PURCHASE ORDER CONTRACT WITH TECHNOLOGY INTERNATIONAL, INC. TO FURNISH AND DELIVER WATER VALVE SERVICE BOXES AND COVERS FOR AN AMOUNT NOT TO EXCEED \$104,995 PER YEAR FOR THE WATER AND POWER DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act ("CEQA") pursuant to Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project; and
2. Accept the bid dated September 1, 2022, submitted by Technology International, Inc. in response to Specification WD-22-10, to furnish and deliver water valve service boxes and covers; reject all other bids received; and authorize the issuance of a purchase order contract with Technology International, Inc. in an amount not to exceed \$104,995 per year for a period of four years, with two optional one-year extensions not to exceed \$104,995 per year, at the discretion of the City Manager or designee, for a maximum total contract length of six years not to exceed \$629,970.

BACKGROUND:

The Pasadena Water and Power Department ("PWP") regularly completes water distribution projects as identified in the adopted Capital Improvement Program ("CIP"), Water System and Resources Plan, and other water operations-related work. Specification WD-22-10 provides for a contract to furnish and deliver water valve service boxes and covers to PWP as needed to provide access for PWP's Water Division construction crews to underground water system gate valves for operation.

Contract with Technology International, Inc. for Water Valve Service Boxes

December 5, 2022

Page 2 of 4

On August 11, 2022, a Notice Inviting Bids for Specification WD-22-10 was advertised in the Pasadena Press and Pasadena Journal in addition to being posted online through Planet Bids. Planet Bids generated notices to 854 vendors. A total of 22 vendors downloaded the Specification, of which two were local. A total of two bids were received by due date of September 1, 2022, none from local vendors. A pre-bid conference was not conducted.

The bids were evaluated by multiplying the unit price by the estimated quantity to arrive at a total price per year. The estimated quantities were determined by the frequency with which the corresponding bid items are required by PWP. This evaluation method and estimated quantities were fully disclosed in the Specification.

The bid results are as follows:

Bidders	Bid Amount (\$)
Technology International, Inc., Lake Mary, FL	\$104,995
South Bay Foundry, San Bernardino, CA	\$118,684

Technology International, Inc. provided the lowest responsive and responsible bid. The proposed purchase order contract complies with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08 and the rules and regulations promulgated thereunder. Staff recommends that the City Council authorize the issuance of a purchase order contract with Technology International, Inc. in an amount not to exceed \$104,995 per year for a period of four years, with two optional one-year extensions not to exceed \$104,995 per year, at the discretion of the City Manager or designee.

Technology International, Inc. has no former or current contracts with the City. PWP Warehouse personnel will monitor the purchase order contract spending.

COUNCIL POLICY CONSIDERATION:

The proposed purchase order contract is consistent with the City Council Strategic Planning Goal to improve, maintain, and enhance public facilities and infrastructure. It supports PWP's Water System and Resources Plan adopted by the City Council in 2021 and addresses the replacement of aging water distribution mains and establishment of reliable infrastructure for the City's water system.

ENVIRONMENTAL ANALYSIS:

The action proposed herein is not a project subject to CEQA in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The authorization of the proposed purchase order contract is a continuing administrative and maintenance activity (i.e., purchasing of supplies). Moreover, this action would not commit the City to undertaking or approving any actual or specific physical construction activities or any other actions that involve physical changes to the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.


FISCAL IMPACT:

The total cost of this action will be \$629,970 over six years (\$104,995 per year), which includes the two optional one-year extensions. Funding for this action will be addressed by the utilization of existing and future appropriations in the Water Operating Fund 402 and Water Capital Fund 412, Capital Improvement Projects 01080 – Distribution Mains, 01082 – Customer Mains, Meters, and Services, as well as the utilization of approved appropriations for operating and maintenance of water transmission and distribution systems. It is anticipated that \$55,000 will be spent during the current fiscal year. The remainder of the costs will be spent over the next five fiscal years if the optional extensions are exercised.

The fiscal impact summary is shown below:

Maximum Contract Amount	\$629,970
Contract Administration	\$ 10,000
Total Fiscal Impact: fiscal years 2023-2028	\$639,970

Respectfully submitted,



JEFFREY KIGHTLINGER
Interim General Manager
Water and Power Department

Prepared by:



Leon Vasquez
Management Analyst II

Approved by:



MIGUEL MÁRQUEZ
City Manager