



Agenda Report

January 10, 2022

TO: Honorable Mayor and City Council

FROM: Water and Power Department

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH WESTERN WATER WORKS SUPPLY COMPANY TO FURNISH AND DELIVER MISCELLANEOUS WATER UTILITY MATERIALS FOR AN AMOUNT NOT TO EXCEED \$1,500,000 PER YEAR FOR A PERIOD OF FIVE YEARS

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;
2. Accept the bid dated November 4, 2021, submitted by Western Water Works Supply Company in response to Specification WD-21-11 to furnish and deliver miscellaneous water utility materials for the Water and Power Department ("PWP"), and authorize the City Manager to enter into a contract with Western Water Works Supply Company in an amount not to exceed \$7,500,000 for five years.

BACKGROUND:

PWP uses a variety of water utility materials and other supplies for routine maintenance, repairs, and capital improvements to Pasadena's water distribution system. The PWP Materials Warehouse maintains a limited inventory of these materials and is replenished on a regular basis depending on the extent of material used for emergency repairs and routine maintenance. Specifications WD-21-11 provides for a contract to furnish and deliver miscellaneous water utility materials on an as-needed basis to support the installation of water main lines, hydrants, and perform other construction and maintenance activities. These materials will also be used as part of PWP's annual main

line infrastructure replacement program when replacing older water main lines that do not provide adequate fire flow and are subject to failure.

PWP developed bid specifications to furnish and deliver Miscellaneous Water Utility Materials and on October 1, 2021, a Notice Inviting Bids was published on Planet Bids, which generated notices to 1,011 vendors previously registered with the City for this commodity class. On October 7, 2021, a Notice Inviting Bids for Specifications WD-21-11 was published in the Pasadena Press and Pasadena Journal. Twenty-seven vendors downloaded the Specifications from Planet Bids, none, of which were local. One bid was received by the November 4, 2021 bid due date.

PWP conducted a formal solicitation, but only received one response. PWP is satisfied that the bidding environment and specifications were fair and did not impede competition in any way. PWP has determined the specifications and other terms and conditions were not restrictive, and factors other than our solicitation are responsible for other suppliers not bidding. The proposed contract complies with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08 and the rules and regulations promulgated thereunder.

Western Water Works Supply Company provided a responsive bid and complies in all respects with the requirements of the bid specifications. Their past performance has demonstrated they are competent and have the professional qualifications necessary for the satisfactory performance of the services required. Staff recommends the City Council award the contract to Western Water Works Supply Company for an amount not to exceed \$1,500,000 per year for a period of five years. PWP's Warehouse staff is responsible for monitoring and maintaining inventory sufficient to meet the demands of the work performed in the field.

Since 2013 Western Water Works Supply Company has been awarded three contracts. In 2013, the company was awarded a competitively-bid contract to furnish and deliver miscellaneous water utility materials with a value of \$1,500,000 or less per year for an initial term of two years with two optional one-year extension. In 2018, the company was awarded a competitively-bid purchase order contract to furnish and deliver miscellaneous water utility materials with a value of \$1,500,000 or less per year for four years. Western Water Works Supply Company was also awarded a competitively-bid purchase order contract in fiscal year 2020 to furnish and deliver water meters with a value of \$276,996 per year for two years with two optional one-year extensions.

COUNCIL POLICY CONSIDERATION:

The proposed 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 proposed action is not a project subject to 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 is required. The authorization to enter into a contract to furnish and deliver miscellaneous water utility materials is an administrative activity that 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.

FISCAL IMPACT:

The total cost of this contract is \$1,500,000 per year for a total amount not to exceed \$7,500,000 over five years. Funding for this action will be addressed by the utilization of existing and future appropriations in the Water Capital Fund 412, Capital Improvement Projects 01080 – Distribution Mains and 01082 – Customer Mains, Meters, Services. It is anticipated that \$500,000 of the cost will be spent in the current fiscal year. The remainder of the costs will be spent over the next four fiscal years.

The fiscal impact summary is shown below:

Contract Amount	\$7,500,000
Contract Administration/Warehouse Support Costs	\$ 100,000
Total Fiscal Impact: fiscal years 2022 -2026	\$7,600,000

Respectfully submitted,



GURCHARAN S. BAWA
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