



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### **AGENDA ITEM**

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Report: Award Pump Maintenance and Repairs Services Citywide Contract for Industrial Pumps

- 1) Awarding a Contract to Powers Bros. Machine, Inc. (Powers Bros.) for Pump Maintenance and Repair Services Citywide per Specification No. 3963R for the not-to-exceed amount of \$453,200 for five-years and directing the City Manager or a designee to execute the contract.

### **COUNCIL ACTION**

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**Item Type:** Consent Item

**Approved for** February 27, 2024 **calendar**

### **EXECUTIVE SUMMARY**

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The pump maintenance and repair services contract is integral to the upkeep of the city's wastewater and storm water systems. The city owns and operates more than 23 industrial pumps ranging from 1 to 34 horsepower. Following formal competitive bidding, the motion authorizes the award of a five-year contract for \$453,200.

## **RECOMMENDATION**

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Award a five-year contract to Power Bros. for pump maintenance and repair services citywide in the not-to-exceed amount of \$453,200.

## **ANALYSIS**

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The Public Works Department maintains and operates numerous, large industrial pumps that are part of the City's wastewater and storm water systems. These pumps range from 1 to 34 horsepower and require specialized equipment and training to service including maintenance, removal/installation, and rebuilding. Due to the importance of continuous operation of these systems it is essential for the Public Works Department to always have a specialty contractor available.

Historically these services were procured via purchase order contracts bid out by the city's Purchasing Division. Eventually, the annual cost of these services began to exceed the city's \$50,000 limit requiring formal bidding and contract award approved by the Glendale City Council.

On September 19, 2023, City Council adopted Specifications 3963 and the services were advertised for bids. On October 25, 2023, the city received no bids. In consultation with the potential bidders, bids were not submitted for reasons that include 24/7 availability requirement, specific license, and close bid due date.

On December 12, 2023, City Council adopted Specifications 3963R and the services were advertised for bids. On January 10, 2024, the city received two bids.

Powers Bros Machine, Inc.	\$453,200
PumpMan LLC	\$688,551

The lowest bid for pump maintenance and repair services citywide was submitted by Powers Bros. Staff has evaluated the lowest bid and found this bid to be responsive and they are a responsible bidder. Staff has contacted references for Powers Bros. and they reported satisfactory services.

## **STAKEHOLDERS/OUTREACH**

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No public outreach for this ongoing maintenance contract is expected to be needed.

## **FISCAL IMPACT**

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The pump maintenance and repair services contract is expected to cost approximately \$45,000 in the remainder of the current fiscal year, which was approved as a part of the FY 2023-24 budget. No new appropriation is being requested at this time. The funding for the contract for future years will be included as part of the annual budget process. The City Council approved funding is outlined below.

<b>Existing Appropriation</b>		
<b>Amount</b>	<b>Account String</b>	<b>Funding Source</b>
\$27,500	43110-5250-PWD-7528-0000	Sewer Fund
\$17,500	43050-6070-PWD-7508-0000	Building Maintenance Fund

**ENVIRONMENTAL REVIEW (CEQA/NEPA)**

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This item includes routine maintenance and repairs activities and therefore, not subject to CEQA review.

**CAMPAIGN DISCLOSURE**

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This item is exempt from campaign disclosure requirements.

**ALTERNATIVES TO STAFF RECOMMENDATION**

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Alternative 1: Donot authorize the City Manager to execute a Pump Repairs and Maintenance contract with Powers Bros. for \$453,200 for five-years. This would compromise the reliability of essential systems.

Alternative 2: The City Council may consider any other alternative not proposed by staff.

**ADMINISTRATIVE ACTION**

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**Submitted by:**

Daniel Hernandez, Director of Public Works

**Prepared by:**

Kevin C. Todd, Assistant Director of Public Works

**Approved by:**

Roubik R. Golanian, P.E., City Manager

**EXHIBITS/ATTACHMENTS**

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N/A