



**CITY OF LODI
COUNCIL COMMUNICATION**

AGENDA TITLE: Quarterly Report of Purchases Between \$5,000 and \$20,000
MEETING DATE: August 5, 2009
PREPARED BY: Randy Lipelt, Buyer

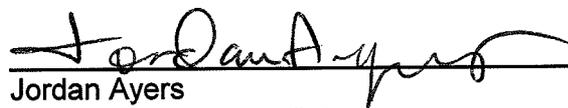
RECOMMENDED ACTION: Information only. This report is made to the City Council in accordance with Lodi Municipal Code §2.12.060.

BACKGROUND INFORMATION: During the 2nd calendar quarter of 2009, the following purchases were awarded. Background information for each purchase is attached as Exhibits A through R.

Exh	Date	Contractor	Project	Award Amt.
A	4/02/09	Xerox	Multipurpose Paper for Public Works	\$5,051.81
B	4/02/09	Corporate Express Imaging	HP Toner Cartridges	\$8,097.31
C	4/03/09	Ingersoll Rand Security Technologies	Finance Department Relocation	\$14,883.27
D	4/07/09	Ramos Oil Company	White Slough Emergency Generator Diesel Purchase	\$12,462.85
E	4/09/09	American Solutions for Business	Utility Bills, Delinquent & Final Notices	\$5,659.89
F	4/16/09	Republic Sales & Manufacturing	White Slough Digester Mixing System Blower Purchase	\$9,205.95
G	4/15/09	Ingersoll Rand Security Technologies	MSC Transit Vehicle Maintenance Facility	\$15,177.33
H	4/16/09	Big Cozy Books	Lodi Public Library Phase I Renovation- Children's Area	\$1,848.46
I	4/22/09	Pennington Crossarm Company	Electric Utility Inventory	\$7,638.99
J	4/30/09	All-Phase Electric Supply	Electric Utility Inventory	\$9,145.88
K	5/04/09	Computer Products Corporation	Server Virtualization	\$12,671.00
L	5/18/09	Dawson Van & Storage	Interim Library Move	\$9,880.00
M	6/04/09	R & S Erection	Warehouse West Roll-Up Door Replacement	\$6,825.00
N	6/08/09	Demco	Lodi Public Library Renovation Phase 1	\$1,989.61
O	6/11/09	Survalent Technology	SCADA-software support	\$5,575.00
P	6/11/09	Alpha Enterprise	Transit Shop Floor Scrubber	\$9,782.06
Q	6/25/09	Birchard Company	Library Dual Book Drop	\$9,127.72
R	6/29/09	RMC Water & Environment	Water Meter Installation and Water Pipeline Relocation	\$9,500.00

FISCAL IMPACT: Varies by project. All purchases were budgeted in the 2008-09 Financial Plan.

FUNDING: Funding as indicated on Exhibits.


 Jordan Ayers
 Deputy City Manager/Internal Services Director

APPROVED: 
 Blair King, City Manager

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Multipurpose Paper

DEPARTMENT: Public Works

CONTRACTOR Xerox

AWARD AMOUNT: \$5,051.81

DATE OF RECOMMENDATION: April 2, 2009

BIDS OR PROPOSALS RECEIVED:

Xerox

\$5,051.81

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Quotes Q2612 & Q2613 received less than 30 days ago, pricing still valid.

Public Works projected 18 months supply to use funds available at present time.

FUNDING: 172026.1836.2300

Prepared by: Sherry R. Moroz

Title: Purchasing Technician

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: HP Toner Cartridges
DEPARTMENT: Public Works, Police, Parks, Accounting
CONTRACTOR Corporate Express Imaging
AWARD AMOUNT: \$8,097.31
DATE OF RECOMMENDATION: April 2, 2009

BIDS OR PROPOSALS RECEIVED:

Corporate Express Imaging	\$8,097.31
Office Depot (minus 2 line items)	\$8,686.95
OfficeMax (minus 1 line item)	\$8,319.31

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

This is a routine order for toners, however, Public Works projected 18 months supply to use funds available at present time.

FUNDING: 172026.1836.2300 = \$ 7,280.77
101031.7307 = \$ 473.33
100503.7307 = \$ 319.07
346028.7307 = \$ 24.14

Prepared by: Sherry R. Moroz

Title: Purchasing Technician

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Finance Department Relocation
DEPARTMENT: Public Works
CONTRACTOR Ingersoll Rand Security Technologies
AWARD AMOUNT: \$14,883.27
DATE OF RECOMMENDATION: April 3, 2009

BIDS OR PROPOSALS RECEIVED:
Ingersoll Rand \$14,883.27

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Sole Proprietor for Security Access System to network with all other City facilities and main computer system at the Police Department.

FUNDING: Included in Project Budget

Prepared by: Gary Wiman

Title: Construction Manager

Reviewed by: _____

EXHIBIT D

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: White Slough Emergency Generator Diesel Purchase
DEPARTMENT: Public Works
CONTRACTOR Ramos Oil Company
AWARD AMOUNT: \$12,462.85
DATE OF RECOMMENDATION: April 7, 2009

BIDS OR PROPOSALS RECEIVED:

Ramos Oil Company	\$12,462.85
E.F. Kludt & Sons Inc	\$14,181.00
Van De Pol Enterprises Inc	\$14,529.00

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

The City has been informed by Northern California Power Agency (NCPA), the City's primary power source, that our normal power will be interrupted April 13-16, 2009, for annual maintenance to their facility. During the outage, the City's wastewater facility will be powered by our onsite emergency generator. The diesel purchase is to replenish the fuel tank for the emergency generator used to supply backup power to run the White Slough Water Pollution Control Facility. To ensure the diesel is delivered in a timely manner, we are selecting the vendor on a current quote, although the actual cost of the diesel will be assessed at the time of delivery.

FUNDING: 170403.7355

Prepared by: Del Kerlin

Title: Wastewater Treatment
Superintendent

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Utility Bills, Delinquent & Final Notices
DEPARTMENT: Financial Services - Revenue & EUD Field Services
CONTRACTOR American Solutions for Business
AWARD AMOUNT: \$5,659.89
DATE OF RECOMMENDATION: April 9, 2009

BIDS OR PROPOSALS RECEIVED:

American Solutions for Business	\$5,659.89
Abrahamson Printing	\$5,815.52
Stratacom	\$5,820.08
Phenix Print & Image	\$8,091.00
Duncan Press	\$9,466.26

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

This is a routine order for utility bills, delinquent and final notices to be stored in a controlled climate environment in the Purchasing Division.

FUNDING: 100505.7201 = \$4,037.34
160621.7301 = \$1,622.55

Prepared by: Sherry R. Moroz

Title: Purchasing Technician

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: White Slough Digester Mixing System Blower Purchase
DEPARTMENT: Public Works
CONTRACTOR Republic Sales & Manufacturing
AWARD AMOUNT: \$9,205.95
DATE OF RECOMMENDATION: April 16, 2009

BIDS OR PROPOSALS RECEIVED:
Republic Sales & Manufacturing \$9,205.95
Industrial Electrical Company \$10,260.56

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

The Roots Blower being requested is intended to provide redundancy in the event of a mechanical failure of one of the “duty” blowers. The blowers are used to mix the contents of the digesters ensuring proper operation of the anaerobic digestion system. Having backup mixing capabilities is needed to ensure the digesters meet regulatory requirements. Due to the corrosive nature of the use environment these blowers must operate, they typically only have a lifespan of 2-3 year before replacement is necessary.

FUNDING: 170403.7331

Prepared by: Del Kerlin

Title: Wastewater Treatment Superintendent

Reviewed by: _____

EXHIBIT G

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: MSC Transit Vehicle Maintenance Facility
DEPARTMENT: Public Works
CONTRACTOR Ingersoll Rand Security Technologies
AWARD AMOUNT: \$15,177.33
DATE OF RECOMMENDATION: April 15, 2009

BIDS OR PROPOSALS RECEIVED:
Ingersoll Rand \$15,177.33

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Sole Proprietor for Security Access System to network with all other City facilities and main computer system at the Police Department.

FUNDING: Included in Project Budget: 332356.1825.2250; 182356.1825.2250;
173356.1825.2250

Prepared by: Gary Wiman

Title: Construction Manager

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Lodi Public Library Phase I Renovation-Children’s Area
DEPARTMENT: Library
CONTRACTOR Big Cozy Books
AWARD AMOUNT: \$11,848.46
DATE OF RECOMMENDATION: April 16, 2009

BIDS OR PROPOSALS RECEIVED:
Big Cozy Books \$11,848.46

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Big Cozy Books is the manufacturer and distributor of this product. These items are not available from another source.

FUNDING: 211807.1836.2300 Donations from Library Foundation

Prepared by: Nancy Martinez

Title: Library Services Director

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Electric Utility Inventory
DEPARTMENT: Electric Utility
CONTRACTOR Pennington Crossarm Company
AWARD AMOUNT: \$7,638.99
DATE OF RECOMMENDATION: April 22, 2009

BIDS OR PROPOSALS RECEIVED:
Pennington Crossarm Company \$7,638.99

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

These items are for the Electric Inventory. These crossarms will be used in the maintenance of the City of Lodi’s electric system. Pennington Crossarm is a sole supplier to the City of Lodi. They were given the Purchase Order based on these facts.

FUNDING: 160.1496

Prepared by: Randy Lipelt

Title: Buyer

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Electric Utility Inventory
DEPARTMENT: Electric Utility
CONTRACTOR All Phase Electric Supply Inc
AWARD AMOUNT: \$9,145.88
DATE OF RECOMMENDATION: April 30, 2009

BIDS OR PROPOSALS RECEIVED:

All Phase Electric Supply Inc	\$9,145.88
Intraline	\$9,211.13
GEXPRO	\$9,450.38

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

These items are for the Electric Inventory. These streetlight poles and bases are for use as replacement parts for Cherokee Lane streetlights. These streetlight parts are use exclusively on Cherokee Lane. These streetlight parts are made to order for the City of Lodi by Union Metal. Union Metal does not sell direct. They use Associated Lighting Representatives as a Manufactures Representative. ALR uses distributors to sell product. The three vendors that can purchase through ALR were used and the low responsible bidder was selected for a Purchase Order.

FUNDING: 160.1496

Prepared by: Randy Lipelt

Title: Buyer

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Server Virtualization
DEPARTMENT: ISD
CONTRACTOR Computer Products Corporation
AWARD AMOUNT: \$12,671.00
DATE OF RECOMMENDATION: May 4, 2009

BIDS OR PROPOSALS RECEIVED:
Computer Products Corporation \$12,671.00

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Equipment will replace approximately five individual servers and put them into a “virtualized” environment. Equipment is Dell refurbished and certified in excellent condition with a one year warranty. Project will result in power and cooling reductions. Vendor specializes in refurbished equipment.

FUNDING: 123001.7359 (ISD Replacement Fund)

Prepared by: Steve Mann

Title: IS Manager

Reviewed by: _____

Purchase Order No.:

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Interim Library Move
DEPARTMENT: Library
CONTRACTOR Dawson Van & Storage
AWARD AMOUNT: \$9,880.00
DATE OF RECOMMENDATION: May 18, 2009

BIDS OR PROPOSALS RECEIVED:
Dawson Van & Storage (Mayflower) \$9,880.00

“NO BID” or NO RESPONSE RECEIVED:
Pacific Storage Company (Bekins)
Casey Moving Systems (United)
Starving Students

BACKGROUND INFORMATION & BASIS FOR AWARD:
Only one response was received for this project.

FUNDING: Library Renovation Fund 211807

Prepared by: Nancy Martinez

Title: Library Services Director

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Warehouse West Roll Up Door Replacement
DEPARTMENT: Public Works
CONTRACTOR R & S Erection
AWARD AMOUNT: \$6,825.00
DATE OF RECOMMENDATION: June 4, 2009

BIDS OR PROPOSALS RECEIVED:

R&S Erection	\$6,825.00
Industrial Door Company	\$6,988.79
Custom Garage Doors	\$8,180.00

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Lowest bid to replace existing door, track and motor operator. Door broke and cannot be raised or lowered.

FUNDING: 103511.7334

Prepared by: John Munoz

Title: Facilities Supervisor

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Lodi Public Library Renovation Phase 1
DEPARTMENT: Library
CONTRACTOR Demco
AWARD AMOUNT: \$11,989.61
DATE OF RECOMMENDATION: June 9, 2009

BIDS OR PROPOSALS RECEIVED:
Demco \$11,989.61

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Library furnishings are highly specialized items. The library staff has selected these pieces for their suitability and worked with company representatives to customize and finalize the furniture specifications to meet the needs of the library renovation project.

FUNDING: 211807.1829.2275

Prepared by: Nancy Martinez

Title: Library Services Director

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: SCADA-software support
DEPARTMENT: Electric Utility
CONTRACTOR Survalent Technology
AWARD AMOUNT: \$5,575.00
DATE OF RECOMMENDATION: June 11, 2009

BIDS OR PROPOSALS RECEIVED:
Survalent Technology \$5,575.00

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Survalent Technology provides the SCADA system that controls the Water, Electric, Storm and Lift Stations. An annual service agreement ensures our staff with technical support and software updates. This is a six month agreement. This will move the contract renewal to the calendar year.

FUNDING: 160653.7323

Prepared by: Abel Palacio Sr.

Title: Utility Operations Supervisor

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Transit Shop Floor Scrubber
DEPARTMENT: Public Works, Fleet Services
CONTRACTOR Alpha Enterprise
AWARD AMOUNT: \$9,782.06
DATE OF RECOMMENDATION: June 11, 2009

BIDS OR PROPOSALS RECEIVED:

Alpha Enterprise	\$9,782.06
Tennant Sales and Service Company	\$10,836.93
Steam Cleaners Stockton Inc	Non Compliant
Clean Source	\$11,425.25

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

A powered, Walk-Behind Floor Scrubber was anticipated as being needed for the new Fleet Transit Shop that just completed construction. This is a new piece of equipment that is necessary to keep the new Shop floor clean. Purchase was postponed until construction was finished to ensure that adequate funds remained; now that construction is done these funds are available.

FUNDING: 332356.7709

Prepared by: Dennis J. Callahan

Title: Fleet & Facilities Manager

Reviewed by: _____

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Library Dual Book Drop
DEPARTMENT: Library
CONTRACTOR Birchard Company
AWARD AMOUNT: \$9,127.72
DATE OF RECOMMENDATION: June 25, 2009

BIDS OR PROPOSALS RECEIVED:

Birchard Company	\$9,127.72
Demco	\$10,302.38
Hopley Company	\$9,932.62

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

The Library Board of Trustees authorized the purchase of a dual book drop to accommodate print and non-print media at their May 11, 2009 meeting. The proposal from Birchard Company meets the specifications at the lowest price.

FUNDING: 211807.2300.1829

Prepared by: Nancy Martinez

Title: Library Services Director

Reviewed by: _____

EXHIBIT R

RECOMMENDATION FOR CONTRACT AWARD

PROJECT NAME: Water Meter Installation and Water Pipeline Relocation
DEPARTMENT: Public Works
CONTRACTOR RMC Water and Environment
AWARD AMOUNT: \$9,500.00
DATE OF RECOMMENDATION: June 29, 2009

BIDS OR PROPOSALS RECEIVED:
RMC Water & Environment \$9,500.00

“NO BID” or NO RESPONSE RECEIVED:

BACKGROUND INFORMATION & BASIS FOR AWARD:

Sole Proprietor for providing development, preparation and finalizing of the RFP document for engineering services for the Water Meter Installation and Water Pipeline Relocation services project.

FUNDING: 181023.1825.2150

Prepared by: F. Wally Sandelin

Title: Public Works Director

Reviewed by: _____