

- Report of Contracts for Equipment, Materials, Supplies and Routine Services for the Third Quarter of Fiscal Year 2007/2008

## Summary

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Pursuant to Administrative Code Sections 2720(3) and 8121, the Report of Contracts for Equipment, Materials, Supplies, and Routine Services of \$250,000 or above for the third quarter of fiscal year 2007/08 is submitted in this report.

## Attachments

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Exhibit A is a table of contracts budgeted under the authority of the Department of the General Manager that were executed during the reporting period. The contracts have a maximum amount of \$250,000 or above, and six were awarded as the result of competitive bids. Listed below are descriptions of sole source contracts pursuant to administrative code section 8140.

PO 66372-03 is a one-year sole source, piggyback contract renewal for Xerox to provide high volume publishing equipment, maintenance services and supplies. The contract is piggybacked on the County of Los Angeles' Agreement 41380 and this PO is exercising the option to extend Master Contract 66372 for the fourth year. The County of Los Angeles contract was used because it contains provisions that guarantee no agency in California will receive a lower price than that available to Los Angeles County,

PO 77085-02 is a one-year sole source renewal contract with Office Depot for office supplies and is piggybacked on the County of Los Angeles' Agreement 42595 for office products. The County of Los Angeles contract was used because it offers very competitive pricing and contains a provision that guarantees no agency in California will receive pricing lower than that available to Los Angeles County.

## Detailed Report

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In order to maintain core District functions, the General Manager has the authority pursuant to Administrative Code sections 2720(3) and 8121, to execute all contracts for the purchase of materials, supplies, and other consumable items and for routine services provided. Materials, supplies and items include fuels, water treatment chemicals, and bulk items. Sufficient funds are available within the annual budget.

**Exhibit A: Third Quarter 2007/2008**

**Contracts for Equipment, Supplies and Routine Services**

<u>Supplier Name</u>	<u>Contract Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Number</u>	<u>Maximum</u>
All-Phase Electric Supply Co.	Blanket - Bid for electrical store items	Year 3 of 5 3/1/2008	2/28/2009	*93038	\$300,000.00
All-Phase Electric Supply Co.	Master - Bid for electrical non-store catalog items	Year 3 of 5 3/1/2008	2/28/2009	*76526-02	\$450,000.00
Xerox Corp.	Master - Sole Source for reprographics publishing equipment	Year 4 of 5 1/1/2008	12/31/2008	***66372-03	\$493,600.00
Office Deport, Business Services Divisions	Master - Sole Source for office supplies	Year 3 of 3 3/27/2008	3/26/2009	**77085-02	\$600,000.00
Hill Brothers Chemical Co.	Blanket - Bid for aqua ammonia	Year 2 of 5 3/1/2008	2/28/2009	*85162-01	\$940,800.00
Trans-West Ford Truck Sales Inc.	Standard PO - Bid for 1.5-ton trucks	1/17/2008	One-time	92771	\$426,578.25
Texas Trailer Corp	Standard PO - Bid for chlorine cargo tank trailer	2/19/2008	One-time	92847	\$416,850.00
Southern Counties Oil Co.	Blanket - Bid for diesel fuel	Year 1 of 3 2/1/2008	1/31/2009	92508	\$251,662.00
<b>Total</b>					<b>\$3,879,490.25</b>

\*These Agreements contain provisions that allow them to be negotiated annually for a period up to five years.

\*\*Sole Source: These are purchases that were not bid but awarded in accordance with Administrative Code provision 8140.

\*\*\*These Agreements contain provisions for renewals up to 5 years and do not require competitive bidding in accordance with Admin Code provision 8140