

## ● **Report of Contracts for Equipment, Materials, Supplies and Routine Services for the Third Quarter of Fiscal Year 2008/2009**

### **Summary**

---

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 2008/09 is submitted in this report.

### **Attachments**

---

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 in accordance with Administrative Code Sections 2720(3) and 8121. Administrative Code Section 8121 specifies authorization to award contracts for equipment, materials, supplies and routine services; Administrative Code Section 2720(3) specifies quarterly reports for the award of such contracts.

The nine contracts, awarded in the 3<sup>rd</sup> Qtr FY 2008/09, have a maximum amount of \$250,000 or above; six were awarded as the result of competition. Listed below are descriptions of sole source contracts pursuant to Administrative Code Section 8140.

PO 102704 is a one-year sole-source agreement that piggybacks on the Los Angeles County Agreement for office products. Los Angeles County competitively bid the contract and received bids from Office Depot, Corporate Express, Office Max and Caddo. Office Depot was the lowest bidder. In its contract, Office Depot guarantees that it will not sell office products to any municipality for less than it sells on this contract. In addition, the contract allows for the use of e-commerce to order supplies which saves processing time and costs. 9000 public agencies are currently using this contract because of the cost and benefits.

PO 101246 is a one-time, sole source, standard purchase for replenishment of 108 filters with coal and sand required every two to three years as part of normal filter maintenance awarded Administrative Code Section 8140(E) where competitive bidding cannot provide an advantage to the District. The requirement has been competitively bid a number of times over the past several years and ERS Industrial Services has consistently been the low bidder and for this particular purchase has agreed to reduce its current price by an additional 6%. Additionally, ERS have been reliable in meeting all District technical requirements. The use of Administrative Code Section 8140(E) has saved considerable administrative time and cost associated with competitive bidding.

PO 103074 is a one-time, sole source purchase for design and construction of a 66kV transmission line and a substation for service at the Weymouth facility. The transmission line will provide increased power to support addition of the ozonation facility. The contract was awarded under Administrative Code Section 8140 (a) as Southern California Edison is the sole provider of commercial power in the Weymouth plant area. The Board approved funding per Board letter 8-4, at the January 2007 Board meeting. This PO covers the second of three payments.

### **Detailed Report**

---

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 2008/2009  
 Contracts for Equipment, Supplies, and Routine Services**

<u>Supplier Name</u>	<u>Contract Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>P.O. Number</u>	<u>Maximum</u>
All-Phase Electric Supply Co.	Blanket - Bid for electrical store items	Year 4 of 5 3/1/2009	2/28/2010	*101363	\$300,000.00
All-Phase Electric Supply Co.	Master - Bid for electrical non-store catalog items	Year 4 of 5 3/1/2009	2/28/2010	*76526-03	\$450,000.00
Office Deport, Business Services Divisions	Master - Sole Source for office supplies	Year 1 of 3 3/27/2009	3/26/2010	**102704	\$600,000.00
Hill Brothers Chemical Co.	Blanket - Bid for aqua ammonia	Year 3 of 5 3/1/2009	2/28/2010	*85162-02	\$1,160,800.00
Southern Counties Oil Co.	Blanket - Bid for diesel fuel	Year 2 of 3 2/1/2009	1/31/2010	92508-01	\$251,662.00
Kemira Water Solutions, Inc.	Blanket - Competitively quoted for bulk ferric chloride 5 month contract	2/1/2009	6/30/2009	101853	\$606,515.00
ERS Industrial Services, Inc.	Standard PO - Sole Source for filter top off service for the Lake Skinner water treatment plant	1/1/2009	One-time	**101246	\$443,608.42
Power & Electric Co., Inc.	Standard PO - Bid for power generators	3/11/2009	One-time	102871	\$268,018.45
Southern California Edison Co.	Standard PO Sole Source for design and construction of 66kV facilities for the Weymouth plant	3/17/2009	One-time	**103074	\$4,170,400.00
<b>Total</b>					<b>\$8,251,003.87</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