



● **Report of Contracts for Equipment, Materials, Supplies and Routine Services for the 3rd Quarter of Fiscal Year 2009/2010**

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 2009/10 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 3rd Qtr FY 2009/10, each have a maximum amount of \$250,000 or above; five were awarded as the result of competition. Listed below are descriptions of sole source contracts pursuant to Administrative Code Section 8140.

PO 102704-01 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 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.

PO 111404 is a one-time, sole source, standard purchase for the purchase of Lindsey modular emergency restoration system (ERS) for the Colorado River Aqueduct transmission lines. The ERS is used to restore transmission line service for the 230kV towers in the event of a failure. Neighboring agencies use the Lindsey ERS and the components are interchangeable. This allows Metropolitan the ability to borrow or share components. Other systems are not interchangeable with the Lindsey ERS. Lindsey is the sole provider of the Lindsey ERS system.

PO 111748 is a one-time, sole source purchase for design and construction of a 66kV transmission line and a substation for service at the Diemer 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 Diemer plant area. The Board approved funding per Board letter 8-2. This PO covers the third of three payments.

PO 111159 is a one-year sole source agreement that piggybacks on the Los Angeles County Agreement for photocopy equipment, supplies and services. Los Angeles County competitively bid the contract and Xerox was the lowest bidder. In its contract, Xerox will not sell to any municipality the same materials or service under similar quantity and delivery conditions without immediately extending the lower price for this contract.

Detailed Report

In order to maintain core District functions, the General Manager has the authority pursuant to Administrative Code Sections 8140, 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 2009/2010
 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	3/1/2010 Year 5 of 5	2/28/2011	*110624	\$300,000.00
All-Phase Electric Supply Co.	Master - Bid for electrical non-store catalog items	3/1/2010 Year 5 of 5	2/28/2011	*76526-04	\$400,000.00
Office Deport, Business Services Divisions	Master - Sole Source for office supplies	3/27/2010 Year 2 of 3	3/26/2011	**102704-01	\$600,000.00
Hill Brothers Chemical Co.	Blanket - Bid for aqua ammonia	3/1/2010 Year 4 of 5	2/28/2011	*85162-03	\$1,160,800.00
Southern Counties Oil Co.	Blanket - Bid for diesel fuel	2/1/2010 Year 3 of 3	1/31/2011	92508-02	\$251,662.00
Los Angeles Freightliner	Standard PO - Bid for four Heavy Haul Tractors	3/21/2010	One-time	111773	\$ 533,585.00
Lindsey Manufacturing Co.	Standard PO - Sole Source for Emergency Restoration System	3/3/2010	One-time	**111404	\$ 453,500.00
Southern California Edison Co.	Standard PO - Sole Source for design and installation of a 66kV transmission line and substation for Diemer facility	3/16/2010	One-time	**111748	\$ 7,306,425.00
Xerox Corp.	Master - Sole Source for photo copy equipment, supplies and services	1/1/2010 Year 5 of 5	12/31/2010	***111159	\$ 320,000.00
Total					\$11,325,972.00

*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 five years and do not require competitive bidding in accordance with Admin Code provision 8140