



● **Report of Contracts for Equipment, Materials, Supplies and Routine Services for the Second Quarter of Fiscal Year 2010/11**

Summary

Pursuant to Metropolitan 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 second quarter of fiscal year 2010/11 is herein submitted.

Attachments

Exhibit A is a listing of contracts budgeted under the authority of the General Manager that were executed during the reporting period in accordance with Metropolitan 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.

Seven contracts were awarded in the second quarter of FY 2010/11, and each has a maximum amount of \$250,000 or above. Six contracts were awarded as the result of competitive bids. Listed below is a description of the one sole source contract pursuant to the Administrative Code Section 8140.

PO 116321 was a sole source contract for continued lease of high-volume reprographic equipment. The reprographic equipment lease will be in effect for a two-year term. The sole source justification was submitted under Metropolitan Administrative Code Section 8140(e). In order to reduce operating costs, the District retained its older leased copier equipment and negotiated a 40% price reduction with Xerox.

Detailed Report

In order to maintain core functions, the General Manager has the authority, pursuant to the Administrative Code Section 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: Second Quarter 2010/11
 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>
Xerox Corp	Master - Sole Source for 24-Month Lease Agreement for Copiers and Multi-Function Devices.	10/15/2010	10/14/2012	**116321	\$404,000.00
Southern Counties Oil Company	Blanket - Bid for bulk unleaded fuel for Inland facilities	10/1/2010 Year 3 of 5	9/30/2011	*99395-02	\$1,600,000.00
Parker Oil Products, Inc.	Blanket - Bid for unleaded fuel for Desert facilities	10/1/2010 Year 3 of 5	9/30/2011	*99411-02	\$500,000.00
Air Products and Chemicals, Inc.	Blanket - Bid for liquid oxygen	11/1/2010 Year 4 of 5	10/31/2011	*90225-03	\$1,155,000.00
Diversified Maintenance Services	Contract - Bid for Union Station Janitorial Services	11/1/2010 Year 5 of 5	10/31/2011	*81667-04	\$850,000.00
Royal Wholesale Electric	Standard PO - Bid for electrical components and accessories for rehabilitation of motor control centers at the Skinner treatment plant	11/16/2010	One time	117246	\$753,772.50
S & S Tool and Supply, Inc.	Blanket - Bid for personal protection equipment store items	12/1/2010 Year 2 of 3	11/30/2011	107852-01	\$289,343.65
Total					\$5,552,116.15

*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 Metropolitan Administrative Code Section 8140.