



## Request for Exception to Competitive Bidding

Date:	11/01/18	Requesting Department:	Administrative Services
Requested Service:	Various		
Requested Vendor:	Various		
Basis of Exception:	<p>CMC 3.08.140 (B) – <i>“a competitive market does not exist and that no competitive advantage will be gained by the public bidding process”</i></p> <p>CMC 3.08.140 (C) – <i>“a competitive bid procedure has been conducted by another public agency”</i></p> <p>CMC 3.08.140 (E) – <i>“it is in the best interest of the City and its administrative operations to dispense with public bidding”</i></p>		

The Purchasing Division continues to strive to implement best procurement practices, enhancing service levels, and developing new tools to improve efficiency. However, there are still many tasks to be accomplished. As we transition into the new fiscal year, to avoid interruption to the various City operations, we are requesting for twenty-six purchase orders on materials and services to be issued on the basis of exceptions to competitive bidding. The purchase orders are listed on the attached pages.

Purchasing has been continuously revising procedures, bench-marking with best practices, and collaborating with the Budget Division to conduct a thorough analysis prior to any Purchase Order Awards. Several elements have been implemented or are under implementation, including:

- Prohibit the use of \$10K or \$45K per transaction as basis to avoid competitive bidding process for maintenance/general and professional services;
- Utilize budget form “Form B” information, which requires departments to identify vendors/services during the budget process and supports Purchasing’s analyses to determine if a competitive process is required and track historical spending trends that will support negotiations and contractual decisions.
- Enhanced P-Track web form to guide users providing additional information necessary to perform the proper procurement procedures;
- Implemented Exigis, a fully integrated risk management service to assist the City with maintaining compliance of various insurance requirements for our active vendors;
- Initiated a master re-bidding effort to effectively leverage procurement efforts conducted by other agencies and strategize the timing and scope of new contracts/purchases.

- Vendor P-Card Program with capped spending amounts and purchaser tracking information
- January 2019, Purchasing will be implementing the services of Planet Bids which will streamline the procurements for the City with a web based bidding process.

The attached pages list procurements that have been included in the master re-bidding effort, but cannot meet this fiscal year's deadline due to the current time constraints. The procurements were awarded in previous years based on a ETB or \$10K/\$45K transaction limit. The use of transaction limit to avoid competitive bidding is determined to be inappropriate for service contracts based on CMC and consultation with Legal. In order to ensure compliance, and promote transparency this year, we are bringing them to your attention for approval as exceptions to competitive bidding.

As shown on the attached Bidding Schedule, ten services/contracts are currently planned to be bid out by June 2019, and another sixteen will be bid out by December 2019. It is our goal to develop and implement a manageable bidding schedule within the next fourteen months and to continue to utilize public procurement best practices. The approval of this ETB memo will provide the time necessary to accomplish this goal.

Once approved, all agreements issued for the materials and services listed on the attached will include the City's standard termination clause of 7 days of written notice. This will enable the City to award to contractors/consultants upon the successful completion of the appropriate bidding procedures and terminate the contracts awarded without competitive bidding before the deadline of the requested extension.

For questions, please contact Scott Briggs at (951) 736-2369.

Requested By:

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*Scott Briggs*  
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Scott Briggs for Cita Longworth  
Purchasing Manager

Approved by:

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*Kerry D. Eden*  
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Kerry D. Eden  
Assistant City Manager/ Administrative  
Services Director

Approved By:

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*Darrell Talbert*  
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Darrell Talbert  
City Manager

<b>Vendor</b>	<b>Material/Service Category</b>	<b>\$ Amount</b>	<b>Agreement Extension</b>
<b>Electrical Maintenance Services and Materials</b>			
Brithinee Electric	Electric Motors and Pumps Off-Site Repair Services	\$ 100,000	November 2018 - December 2019
Odyssey power	Generators and repairs and maintenance services	\$ 80,000	November 2018 - December 2019
<b>Equipment Repairs and Maintenance Services</b>			
Atlas Copco Compressors	Preventative Maintenance and Repair Services for Atlas Copco Compressors and CNG Parts, Maintenance & Repair Services	\$ 75,000	November 2018 - December 2019
LN Curtis and Sons	Fire Station Equipment Off-Site or On-Site Repair Services	\$ 100,000	November 2018 - December 2019
Quinn Power Systems	Emergency Generators, Caterpillar and Non-Caterpillar Equipment Maintenance Services	\$ 100,000	November 2018 - December 2019
Bender CCP	Engineered Rotating Equipment Repair and Maintenance Services	\$ 100,000	November 2018 - December 2019
Walton Motors and Controls	Off Site Motor Repairs, Rebuilds, Pump Service	\$ 75,000	November 2018 - December 2019
<b>Alarm Monitoring - Audio Visual Maintenance Services</b>			
Red Hawk Fire and Security	Fire Alarm Monitoring and Inspection Services	\$ 75,000	November 2018 - December 2019
SSD Systems	Security Systems Repair and Installation Services	\$ 75,000	November 2018 - December 2019
<b>Software repair and Maintenance</b>			
Motorola	Police 911 System Maintenance Parts and Services	\$ 75,000	November 2018 - December 2019
<b>Safety Division</b>			
Occupational Safety Training Systems	Respiratory Testing Services & Safety Training Services	\$ 75,000	November 2018 - December 2019
<b>General Building and Construction Services</b>			
Cathodic Dynamics	Cathodic Protection Services	\$ 100,000	November 2018 - December 2019
ACCO Engineered Systems	HVAC Services/chiller maintenance & repairs	\$ 30,000	November 2018 - December 2019
BDM Fabrication	HVAC Services	\$ 100,000	November 2018 - December 2019
Delt Builders	General Building and Construction Maintenance	\$ 100,000	November 2018 - December 2019
National Plant Services	Sludge Removal Services	\$ 45,000	November 2018 - December 2019
<b>Financial Services</b>			
Raftelis Financial Consultants	Financial Management and Rate Consulting Services	\$ 75,000	November 2018 - June 2019
Platinum Consulting Group	Financial Auditing Services	\$ 75,000	November 2018 - June 2019

<b>Vendor</b>	<b>Material/Service Category</b>	<b>\$ Amount</b>	<b>Agreement Extension</b>
<b>Other Professional Services</b>			
Rise Interpreting	Language Intereptation	\$ 25,000	November 2018-June 2019
American Forensic Services	Lab Work Services	\$ 60,000	November 2018-June 2019
Counts Unlimited	Traffic Counting Services	\$ 75,000	November 2018-June 2019
Wittman Enterprises	Emergency Medical Billing Services	\$ 60,000	November 2018-June 2019
<b>Upfitting Services</b>			
Valley Power Systems	Fire Engine "Off-Site" Labor Materials and Repairs	\$ 100,000	November 2018-June 2019
KME Fire Apparatus	Fire Engine parts and supplies	\$ 100,000	November 2018-June 2019
<b>Other Services</b>			
MacAdee Electrical Construction	Traffic Signal Maintenance Services	\$ 100,000	November 2018-June 2019
Baghouse and Industrial Sheet Metal	Metal Fabrication and Installation Services	\$ 100,000	November 2018-June 2019