

CITY OF YUBA CITY
STAFF REPORT

Date: July 15, 2008

To: Honorable Mayor & Members of the City Council

From: General Services; Finance, Fire; Police; Utilities; Public Works; Parks and Recreation; and Community Development

Presentation By: Devin Barber, General Services/Director

Summary

Subject: Fiscal Year 2008-2009 Purchases in Excess of \$50,000.

Recommendation: Approve the following purchases in excess of \$50,000, for Fiscal Year 2008-2009, with the finding that each purchase recommendation is in the best interest of the City:

- ♦ A-D Agency of Marysville, CA: \$103,000;
- ♦ Appeal-Democrat of Marysville, CA: \$80,000;
- ♦ CompuCom of Sacramento, CA: \$68,000;
- ♦ Du-All Safety of Fremont, CA: \$50,000;
- ♦ Fehr & Peers of Roseville, CA: \$100,000;
- ♦ Larry Walker Associates of Davis, CA: \$200,000;
- ♦ L.N. Curtis & Sons of Oakland, CA: \$100,000;
- ♦ Mercy Housing California, Inc. of West Sacramento, CA: \$125,000;
- ♦ NTU Technologies of Solana Beach, CA: \$60,000;
- ♦ Office Depot of Los Angeles, CA: \$125,000;
- ♦ San Diego Police Supply of San Diego, CA: \$50,000;
- ♦ Spillman Technologies of Logan, UT: \$73,000;
- ♦ Stuart & Graham Associates of Lincoln, CA: \$65,000;
- ♦ SunGard Pentamation of Bethlehem, PA: \$99,000;
- ♦ Sutter Buttes Communications of Yuba City, CA: \$200,000;
- ♦ Willdan Financial Services of Temecula, CA: \$65,000;

Fiscal Impact: An estimated \$1,563,000 (total of all purchase requests) from various accounts

Background:

The purpose of this staff report is to inform Council and get approval of all known sole source and professional services purchases that will be exceeding \$50,000 in the 2008–2009 fiscal year. Council approval of these pending sole source and professional services expenditures will help streamline purchases throughout the year. Formal bid purchases will continue to go through the formal bid process outlined in the City’s Purchasing Policies and Procedures.

Analysis:

Finance Purchases:

Willdan Financial Services of Temecula, CA

Recommendation: Authorize staff to enter into a professional services agreement in the estimated amount of \$65,000 for assessment district administration, continuing disclosure and arbitrage rebate reporting.

Community Development Purchases:

STUART and GRAHAM ASSOCIATES of Lincoln, CA

Recommendation: Authorize staff to enter into a sole source professional services agreement in the estimated amount of \$65,000 for consulting services in to assist City staff with the implementation of Community Development Block Grant (CDBG) activities, housing programs, and the update of the City's Housing element. Costs will be charged to CDBG Professional Services and various other accounts.

MERCY HOUSING CALIFORNIA, INC. of West Sacramento, CA

Recommendation: Authorize staff to enter into a sole source professional services agreement in the estimated amount of \$125,000 for the implementation of the City's housing rehabilitation and First Time Homebuyer program. The costs will be charged to CDBG Professional Services, account #6301-62701; HOME Professional Services, account #6031-62701; and CDBG Housing Professional Services, account #6390-62701

Fire Purchases:

L. N. CURTIS & SONS of Oakland, CA

Recommendation: Authorize staff to sole source in the estimated amount of \$100,000 for Fire personal protective equipment, hose, and vehicle extrication equipment from account 2310-63801. L.N. Curtis has exclusive contracts with many manufacturers of Fire Equipment. Standardization of equipment for all fire units is necessary for efficient use in emergencies. The Department's five year replacement schedule requires replacement of seven sets of Globe structure turnouts during the 08-09 fiscal year.

General Services Purchases:

APPEAL-DEMOCRAT of Marysville, CA

Recommendation: Authorize staff to enter into agreements in the estimated amount of \$80,000 for citywide advertising and publishing of public notices from various accounts based upon type of advertising or public notice. California Government Code requires many public notices to be published in the local paper. The best option available to the City is to publish in the Appeal-Democrat.

COMPUCOM of Sacramento, CA

Recommendation: Authorize staff to sole source in the estimated amount of \$68,000 for a master agreement for Microsoft licenses from account 6630-63320 Technology Replacement O & M Computer System. The Microsoft licenses are for the Operating System, Office Suite, and SQL for City's desktop computers.

OFFICE DEPOT of Los Angeles

Recommendation: Authorize staff to “piggyback” on US Communities contract with Office Depot for office supplies in the estimated amount of \$125,000 for general use by all departments from account XXXX-62501 Office Supplies. US Communities competitively bid the contract for office supplies and Yuba City started on this contract in 2000. The contract was re-awarded in March 2007 for 3 years.

SPILLMAN TECHNOLOGIES of Logan, UT

Recommendation: Authorize staff to sole source in the estimated amount of \$73,000 from account #2120-63320, for the annual maintenance of the City’s Police CAD/RMS System. This system is a collection of software modules that integrate to form a single system. Spillman is the developer and sole distributor of their software.

SUNGARD PENTAMATION of Bethlehem, PA

Recommendation: Authorize staff to sole source in the estimated amount of \$99,000 for the City’s financial system annual maintenance and server upgrades from accounts XXXX-63320 , O & M Computer System, and #1530-62701 Information Technology Professional Services. This system is a collection of software modules that integrate to form a single system. Pentamation is the developer and sole distributor of their software.

Parks and Recreation Purchases:

A-D AGENCY of Marysville, CA

Recommendation: Authorize staff to enter into a professional services agreement in the estimated amount not to exceed a combined total of \$103,000; from various accounts, distributed as follows: \$68,000 for the Recreation Division, \$20,000 for Utilities Department and \$14,000 for General Services. The A-D Agency is involved in the creation and publication of the City’s guides and brochures. These publications include InFocus, Parks and Recreation’s Activity Guide, Utilities outreach brochures, etc.

Police Purchases:

SAN DIEGO POLICE SUPPLY of San Diego

Recommendation: Authorize staff to sole source in the estimated amount of \$50,000 from account # 2140-63401 Special Equipment, for the purchase of Federal brand ammunition. Federal Ammunition has developed ammunition specifically designed for law enforcement use. San Diego Police Supply is the only authorized vendor for these products in our region.

SUTTER BUTTES COMMUNICATIONS of Yuba City, CA

Recommendation: Authorize staff to sole source in the estimated amount of \$200,000 from accounts XXXX-63310 O & M Radio Service and XXXX63502, Vehicle maintenance Outside Purchases, for Motorola radios, radio equipment and servicing, for use in all Fire and Police safety operations. The main infrastructure of the City’s radio system is based on Motorola products. Sutter Buttes Communication is currently the only authorized service center for Motorola equipment in our area; therefore, all Motorola radio equipment is purchased from Sutter Buttes Communication or directly from Motorola. In the case that purchasing directly from Motorola results in decreased costs, staff will purchase new equipment directly from Motorola.

Public Work Purchases:

FEHR & PEERS of Roseville, CA

Recommendation: Authorize staff to enter into a professional services agreement in the estimated amount of \$100,000 for the purpose of providing traffic studies. Funds will come from account #1930-62701, Engineering Professional Services.

Utilities Purchases:

DU-ALL SAFETY of Fremont, CA

Recommendation: Authorize staff to sole source with an amount not to exceed \$50,000 for safety consultation, inspection, training, and program development to insure compliance with OSHA regulations. \$25,000 for the Utilities Department from account # 7120-62701 Water Treatment Professional Services and #8120-62701 Waste Water Treatment Professional Services; an additional \$25,000 will be shared by General Services, Parks, and Public Works from their respective Professional Services budgets (XXXX-62701).

LARRY WALKER ASSOCIATES (LWA) of Davis, CA

Recommendation: Authorize staff to sole source for an amount not to exceed \$200,000 from Account #8120-62701, Utilities Professional Services. LWA provides specialized environmental engineering services related to our National Pollution Discharge Elimination System (NPDES) permit.

NTU TECHNOLOGIES of Solana Beach, CA

Recommendation: Authorize staff to sole source with an amount not to exceed \$60,000 for coagulant polymer from 7120-63706. The Water Treatment Plant currently uses this coagulant polymer as one of the processes in treating the City's drinking water at the City's surface water treatment plant. NTU Technologies is the only manufacturer and vendor of this product.

Alternatives:

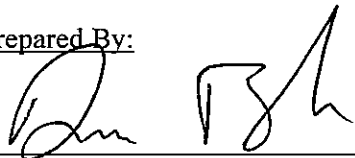
Direct staff to formally bid any of the above sole source and professional services purchases.

Recommendation:

Approve the following purchases in excess of \$50,000, for Fiscal Year 2008-2009, with the finding that each purchase recommendation is in the best interest of the City:

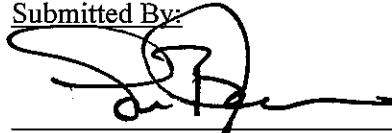
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Prepared By:



Devin Barber
General Services Director

Submitted By:



Steven R. Jepsen
City Manager

Reviewed By:

Department Head

Finance

City Attorney

Other:
