

# REQUEST FOR COUNCIL ACTION



CITY COUNCIL MEETING DATE:

OCTOBER 20, 2020

TITLE:

**AWARD BLANKET PURCHASE ORDER  
CONTRACTS TO VERNE'S PLUMBING,  
HORIZONS CONSTRUCTION CO., AND  
PRO-CRAFT CONSTRUCTION, INC. FOR  
PLUMBING CONTRACTOR SERVICES  
FOR UP TO A FIVE-YEAR TERM IN AN  
ANNUAL AGGREGATE AMOUNT NOT TO  
EXCEED \$230,000 THE FIRST YEAR AND  
\$205,000 ANNUALLY THEREAFTER  
(SPECIFICATION NO. 20-118)  
(GENERAL FUND AND NON-  
GENERAL FUND)**

/s/ Kristine Ridge

CITY MANAGER

CLERK OF COUNCIL USE ONLY:

APPROVED

- ☐ As Recommended
- ☐ As Amended
- ☐ Ordinance on 1<sup>st</sup> Reading
- ☐ Ordinance on 2<sup>nd</sup> Reading
- ☐ Implementing Resolution
- ☐ Set Public Hearing For \_\_\_\_\_

CONTINUED TO \_\_\_\_\_

FILE NUMBER \_\_\_\_\_

## **RECOMMENDED ACTION**

Award blanket purchase order contracts for Citywide plumbing contractor services to Horizons Construction Co., Pro-Craft Construction, Inc. and Verne's Plumbing for a two-year period beginning October 1, 2020, and expiring September 30, 2022, with provisions for three one-year renewal options exercisable by the City Manager, in an annual aggregate amount of \$230,000 for the first year and \$205,000 annually for the remainder of the term, subject to non-substantive changes approved by the City Manager and City Attorney.

## **DISCUSSION**

The City establishes an annual blanket order list consisting of vendors that provide services and materials that are required by agencies on a consistent basis. Plumbing services are required at times by all City departments for general repairs, modifications and renovations. In addition, due to the age of the facilities, there is \$25,000 allocated to unanticipated plumbing expenditures that were incurred under the previous purchase order, increasing the annual amount for the first year to \$230,000. Thereafter, the contract amount will not exceed \$205,000 annually.

An Invitation for Bids for plumbing contractor services was advertised on September 1, 2020, on the City's online bid and management publication system. A summary of the Invitation for Bids and bids received is as follows:



189	Vendors notified
3	Santa Ana vendors notified
45	Vendors downloaded the bid packet
14	Bids received
0	Bid received from a Santa Ana vendor

The bids were received and opened on September 22, 2020. After the bids were evaluated, the bids from Horizons Construction Co., Pro-Craft Construction, Inc., and Verne's Plumbing, Inc. (Exhibit 1) were found to be responsive to specifications, meet the City's requirements and comply with prevailing wage requirements. Awarding to three bidders allows for competitive quotes on individual jobs and scheduling flexibility.

#### Outreach Efforts

The Purchasing Division advertised this project on the City's online bid management and publication system, which directly notified three Santa Ana vendors. No Santa Ana vendors downloaded nor submitted a bid packet for consideration.

#### FISCAL IMPACT

Funding in the amount of \$435,000 for the initial two-year term will be budgeted and made available in the accounts as specified in the table below. Funds for the three subsequent one-year renewal periods, if exercised, will be budgeted in future fiscal years in the same accounts.

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
FY 2020-21 (Oct.-June)	01113220-62300	General	Parks, Recreation and Community Services-Zoo, Contract Services-Professional	\$18,750
	01113250-62320	General	Parks, Recreation and Community Services-Park Facilities, Maintenance & Repair Buildings & Ground	\$18,750
	07413250-62320	Civic Center Maintenance	Civic Center-Regular Maintenance, Maintenance & Repair Buildings & Ground	\$7,500
	06017641-62300	Water	Water System Maintenance, Contract Services-Professional	\$11,250
	07317100-62300	Building Maintenance	Building Maintenance, Contract Services-Professional	\$100,000
	01114403-62300	General	Building and Facility, Contract Services-Professional	\$22,500
			<b>Sub-Total</b>	<b>\$178,750</b>
FY 2021-22 (July-June)	01113220-62300	General	Parks, Recreation and Community Services-Zoo, Contract Services-Professional	\$25,000
	01113250-62320	General	Parks, Recreation and Community Services-Park Facilities,	\$25,000

Contracts Award for Contractor Plumbing Services  
October 20, 2020  
Page 3

<b>Fiscal Year</b>	<b>Accounting Unit-Account #</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
			Maintenance & Repair Buildings & Ground	
	07413250-62320	Civic Center Maintenance	Civic Center-Regular Maintenance, Maintenance & Repair Buildings & Ground	\$10,000
	06017641-62300	Water	Water System Maintenance, Contract Services-Professional	\$15,000
	07317100-62300	Building Maintenance	Building Maintenance, Contract Services-Professional	\$100,000
	01114403-62300	General	Building and Facility, Contract Services-Professional	\$30,000
			<b>Sub-Total</b>	<b>\$205,000</b>
FY 2022-23 (July-Sept.)	01113220-62300	General	Parks, Recreation and Community Services-Zoo, Contract Services-Professional	\$6,250
	01113250-62320	General	Parks, Recreation and Community Services-Park Facilities, Maintenance & Repair Buildings & Ground	\$6,250
	07413250-62320	Civic Center Maintenance	Civic Center-Regular Maintenance, Maintenance & Repair Buildings & Ground	\$2,500
	06017641-62300	Water	Water System Maintenance, Contract Services-Professional	\$3,750
	07317100-62300	Building Maintenance	Building Maintenance, Contract Services-Professional	\$25,000
	01114403-62300	General	Building and Facility, Contract Services-Professional	\$7,500
			<b>Sub-Total</b>	<b>\$51,250</b>
			<b>Grand-Total</b>	<b>\$435,000</b>

Fiscal Impact Verified By: Kathryn Downs, CPA, Executive Director – Finance and Management Services Agency

Submitted By: Nabil Saba, P.E., Executive Director, Public Works Agency

Exhibit 1: Abstract of Bids

ABSTRACT OF BIDS  
CONTRACTOR PLUMBING SERVICES (20-118)

Item	Service Description	Horizons Construction Co. Orange, Ca	Pro-Craft Construction, Inc. Redlands, Ca	Verne's Plumbing, Inc. Buena Park, Ca
<b>1. Journeyman Plumber Services:</b>		All figures are hourly		
a.	Regular Business Hours	\$ 84.00	\$ 144.00	\$ 115.00
b.	Holidays & Weekends	\$ 126.00	\$ 180.00	\$ 172.50
c.	Emergency After Business Hours	\$ 107.00	\$ 180.00	\$ 172.50
d.	Emergency Holidays & Weekends	\$ 126.00	\$ 220.00	\$ 230.00
<b>2. General Helper &amp; Cleanup Services:</b>				
a.	Regular Business Hours	\$ 72.00	\$ 86.00	\$ 85.00
b.	Holidays & Weekends	\$ 99.00	\$ 115.00	\$ 127.50
c.	Emergency After Business Hours	\$ 84.00	\$ 115.00	\$ 127.50
d.	Emergency Holidays & Weekends	\$ 99.00	\$ 144.00	\$ 170.00
<b>3. Materials Markup:</b>				
Markup Percentage from Contractor's Invoice		10%	20%	15%

**Recommended Award:**

Multi-contractor award to three (3)  
companies with stipulation that  
competitive quotes will be requested for  
each project.