



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
June 6, 2023

TOPIC: Purchase of an Ultimate Bagger Machine for the Public Works Maintenance Services Division

AGENDA TITLE

Award a Purchase Order to Sandbag Store, LLC. for an Ultimate Bagger Machine in an Amount Not to Exceed \$60,029 (Specification No. 23-083) (Non-General Fund)

RECOMMENDED ACTION

Authorize a one-time purchase and payment of a purchase order to Sandbag Store, LLC. for one Ultimate Bagger machine, in the amount of \$55,029 plus a contingency of \$5,000, for a total amount not to exceed \$60,029, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

The Public Works Agency (PWA)'s Fleet Services Division is responsible for the acquisition, maintenance, repair, and replacement of vehicles, trucks, and maintenance equipment. The PWA's Maintenance Services Division is responsible for the maintenance of approximately 400 miles of streets and 50,000 street trees, including emergency response during severe and inclement weather, and other natural disasters. The purchase of the Ultimate Bagger (machine) will assist staff to quickly and efficiently produce an ample supply of sandbags on short notice during times of rain and flood. Producing sandbags in-house is the most cost effective solution and will avoid dependence on outside vendors during times of high demand.

Santa Ana City Ordinance No. NS-2312 authorizes the City to make non-bid purchases of services, supplies, materials, and equipment whenever it shall appear that there is only one reasonably available source. Staff researched available procurement options and product offerings in the market and determined that the sandbag filling machine offered by Sandbag Store, LLC. meets PWA's specifications. Additionally, Sandbag Store, LLC. is the exclusive distributor of the machines and holds patents related to the design of these machines in partnership with Burcham Baggers, LLC.

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FISCAL IMPACT

Funds are budgeted and made available in the following accounts for the specified year:

Fiscal Year	Accounting Unit- Account #	Fund Description	Accounting Unit, Account Description	Amount
FY 22-23	06817640-66400	Sanitation Fund	Public Works – Environmental Sanitation, Machinery and Equipment	\$60,029
TOTAL				\$60,029

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

Approved By: Kristine Ridge, City Manager