



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

TOPIC: Purchase of Five Portable Restroom Trailers for the Public Works Agency

AGENDA TITLE

Award a Purchase Order to BAUSS Manufacturing Inc. for Five Portable Restroom Trailers in an Amount Not to Exceed \$79,437 (Specification No. 23-066) (Non-General Fund)

RECOMMENDED ACTION

Authorize a one-time purchase and payment of a purchase order to BAUSS Manufacturing Inc. for five Portable Restroom Trailers, in the amount of \$69,437 plus a contingency amount of \$10,000, for a total amount not to exceed \$79,437, 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 Water Resources Division oversees and maintains the daily operations of the City's water and sanitary sewer systems. The Division is requesting to purchase three portable restroom trailers to replace existing equipment that has exceeded its useful life. The portable restroom trailers are regularly deployed to job sites by both the water and sewer maintenance crews while performing work in the field.

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/inclement weather and other natural disasters. The Division is requesting to purchase two portable restroom trailers, which will be new additions to the Maintenance Services fleet. Portable restroom trailers will be utilized by maintenance crews working in the field at job sites, as well as in emergency situations at long-term work sites. Deploying these portable trailers will enhance the efficiency of the maintenance crew, as they will no longer need to spend time searching for public restrooms when the need arises.

The Invitation for Bids (IFB) No. 23-066 was advertised on April 17, 2023, on the City's online bid management and publication system. A summary of IFB vendor participation and results is as follows:

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410	Vendors notified
2	Santa Ana vendors notified
23	Vendors downloaded the bid packet
3	Bids received
0	Bids received from Santa Ana vendors

Bids were solicited, opened on May 2, 2023, and evaluated (Exhibit 1). Three bids were submitted by the IFB deadline. The bid submitted by H.B. Limo Services Inc. was deemed non-responsive as pricing for portable restroom trailers was submitted for rental services only and did not meet IFB specifications. The bid submitted by BAUSS Manufacturing Inc. was determined to be the lowest, responsible bid, was responsive to the specifications, and meets the City's requirements.

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	07017100-66400	Equipment Replacement	Equipment Replacement, Machinery & Equipment	\$46,662
FY 22-23	06817640-66400	Sanitation Fund	Public Works – Environmental Sanitation, Machinery & Equipment	\$32,775
TOTAL				\$79,437

EXHIBIT(S)

1. Bid Abstract

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

Approved By: Kristine Ridge, City Manager