DATE: March 1, 2016

TO: City Council

FROM: Greg Nyhoff, City Manager
       Office of the City Manager

SUBJECT: Agreements for City Council Review

CONTACT: Greg Nyhoff, City Manager
          greg.nyhoff@oxnard.org, 385-7430

RECOMMENDATION

That City Council, pursuant to Ordinance 2835, and Resolution No. 13,932, approve and authorize the City Manager to execute the agreements/contracts and change orders/amendments in amounts more than $25,000 but no more than $250,000, which are described on the attached list.

BACKGROUND

On November 16, 2010, the City Council approved changes to the City’s Purchasing Procedures reducing the threshold for City agreements/contracts and change orders/amendments requiring City Council approval to $25,000. The agreements/contract and change orders/amendments described on the attached list involve amounts above $25,000 and up to $250,000.

FINANCIAL IMPACT

Funding information is included on the attached list.

Attachment - #1 – List of Agreements/Contracts and/or Change Orders/Amendments

NOTE: Copies of the agreement/contracts and change orders/amendments on the list are available in the City Clerk’s Office prior to the Council meeting.
A  Annual inspection of ground ladders, tiller ladders and onsite repair.

Vendor: FailSafe  
Type: Original Agreement  
Agreement No.: 7334-15-F1  
Amendment No.: N/A  
Purchase Order No.: 2507  
Begin Date: 01/05/2016  
End Date: 01/05/2019  
Term: 3 Years  

Amount to be Approved: $28,247  
Current FY Amount: $8,749  
Total Contract Amount: $28,247  
Funding Source: General Fund  
Vendor Selection Process: Informal Bids  
# of Bidders: 3  
Project Manager: Sergio Martinez  
Department: Fire  
Telephone: 385-7720  
Email: sergio.martinez@oxnard.org

Purpose: The Fire Department is required by law to have all ladders inspected and repaired by a certified company annually. After completing a three bid process, FailSafe is the only vendor in the area with the ability to test all types of ladders used by Oxnard Fire Department and is able to repair the ladders on-site on the same day if needed, in order to allow vehicles and staff to stay in service for the maximum amount of time during inspections. FailSafe was the lowest responsive and responsible bidder.

B  Wastewater Treatment Plant’s Air and Heating Units Removal and Installation

Vendor: West Coast Air Conditioning  
Type: Original Agreement  
Agreement No.: A-7841  
Amendment No.: N/A  
Purchase Order No.:  
Begin Date: 02/08/2016  
End Date: 02/08/2017  
Term:  

Amount to be Approved: $71,100  
Current FY Amount: $63,990  
Total Contract Amount: $71,100  
Funding Source: Wastewater Enterprise Fund  
Vendor Selection Process: Informal Bids  
# of Bidders: 2  
Project Manager: Thien Ng  
Department: Public Works/Wastewater  
Telephone: 432-3575  
Email: thien.ng@ci.oxnard.ca.us

Purpose: The City’s Wastewater Treatment Plant requires the removal and installation of two existing 7.5 heat pump condensers, four existing 5 ton heat pump package units, and one existing 12.5 ton package unit. In late October, staff solicited quotations for these services from Anacapa Heating & Air Kaiser, and West Coast Air Conditioning who provide such services. Two firms responded with bids. West Coast Air Conditioning provided the lowest bid.
City Manager Contract List for 03/01/2016
Contracts from $25,000 to $250,000

C  Storm Water Pump Rental for Oxnard Shores

Vendor: Rain for Rent
Type: Original Agreement
Agreement No.: A-7861
Amendment No.: N/A
Purchase Order No.: 2492
Begin Date: 01/28/2016
End Date: 06/28/2016
Term: 5 months

Purpose:
Four month pump rental for the Oxnard Shores Neighborhood. Drainage along Mandalay Bay Beach Road is highly impacted by high tide and high surf which can result in flooding during periods of rainfall. In order to help minimize flooding in this area, three pumps will be placed at the drainage locations along Mandalay Bay Beach Road. The pumps are designed to pump out the rain water and seawater whenever it cannot gravity flow due to high tides and/or high surf. The City solicited bids from 5 vendors on December 30, 2015. Four vendors responded with Rain for Rent being the lowest bidder.

D  Hueneme Road Widening Project

Vendor: Granite Construction Company
Type: Change Order
Agreement No.: A-7830
Amendment No.: 5
Purchase Order No.: 4833
Begin Date: 12/03/2013
End Date: 02/29/2016
Term: N/A

Purpose:
Change Order No. 5 is for additional costs associated with mobilization and lost production costs for the railroad's schedule delay, storm drain construction realignment as a result of potholing data indicating conflicts with other utilities, revision to Hoskins Trucking driveway and fence relocation to allow better drainage, and for additional potholing to locate the utilities. This contract was a Public Bid in accordance with the City's procurement policy. On July 9, 2013, City Council approved Project Specification PW03-18 and authorized the solicitation of bids. The bid opening was held on October 2, 2013, four bids were received. Staff went to Council November 5, 2013 to award to Los Angeles Engineering, Inc., the apparent lowest bidder. On December 3, 2013 it was determined by Council that LA Engineering was non-responsible and authorized staff to award to the next lowest responsive, responsible bidder, Granite Construction Company.
On-Call Engineering: Topographic & Boundary Survey for the Mandalay Bay Development Seawalls

Vendor: Stantec Consulting Services, Inc.
Type: Task Order
Agreement No.: 6856-14-CM
Amendment No.: 17
Purchase Order No.: 5266
Begin Date: 03/08/2016
End Date: 09/09/2017
Term: 1 year

Amount to be Approved: $63,585
Current FY Amount: $63,585
Total Contract Amount: $813,585
Funding Source: Waterways Assessment District Funds
Vendor Selection Process: Request for Proposals (RFP)
# of Bidders: 7
Project Manager: Raymond Williams
Department: Public Works/CPM
Telephone: 385-7902
Email: raymond.williams@ci.oxnard.ca.us

Purpose:
As part of the NBS Inland Waterways Assessment District evaluation, it was requested that a physical survey of the seawalls be done to determine where the walls lie in relation to the lot and property lines as subdivided. The City's General Services Department issued and advertised a Request for Proposal on May 12, 2014 with a proposal due date of June 9, 2014. Seven proposals were received. Stantec was selected as the most qualified firm and awarded the contract.