



Agenda Report

21-1221

Agenda Date: 1/12/2021

REPORT TO COUNCIL

SUBJECT

Action on the Award of Purchase Orders to Waterworks Industries, Inc. for Fountain Maintenance and Repair Services through June 30, 2025

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

The Department of Public Works maintains two fountains, one at Franklin Square and one at City Hall. The Parks & Recreation Department maintains one fountain at Civic Center Park on El Camino Real. The fountains require routine maintenance on a regular basis to keep the pumps operating efficiently and the water clean. Routine maintenance includes water testing, debris removal, chemical treatments to prevent algae, tile scrubbing to remove calcium build-up, filter equipment cleaning, and pump adjustments and repairs. The fountains are aging and occasionally need emergency repairs as well. The City contracts for routine fountain maintenance and emergency repair services to ensure that the fountains are kept operational.

DISCUSSION

On September 4, 2020, the City issued a Request for Bid (RFB) for fountain maintenance and repair services using the City's e-procurement system, BidSync. The City received bids from two firms, Waterworks Industries, Inc. (Sunnyvale, CA) and Pacific Water Art, Inc. (Windsor, CA). The Bid Summary is included as Attachment 1.

The RFB required bidders to possess a valid State of California C-53 or C-61/D-35 Contractor's License. Bidders were also required to submit a copy of their valid license with their bids. Pacific Water Art, Inc. had the lowest overall bid, however they did not submit a copy of a valid contractor's license. Additionally, staff confirmed with the California Contractor's License Board that Pacific Water Art did not have one of the required licenses at the time of bid submittal. Consequently, Pacific Water Art's bid was determined to be non-responsive. Waterworks Industries, Inc. submitted a copy of their valid license and was determined to be the lowest, responsive bidder.

Waterworks Industries' bid in the amount of \$62,680 per year was determined to be the lowest responsive and responsible bid. To prevent a disruption of services, staff issued a purchase order (Attachment 2) to Waterworks Industries on October 14, 2020 for services through June 30, 2021 in the amount of \$56,206.

Staff recommends approval of purchase orders for a maximum of four additional one-year extensions at an estimated cost of \$67,680 per year. Actual costs will reflect price adjustments tied to the Consumer Price Index, Producer Price Index, or other relevant industry-specific index acceptable to

staff.

ENVIRONMENTAL REVIEW

The action being considered is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15301 "Existing Facilities," as the activity consists of the repair, maintenance or minor alteration of existing facilities involving no or negligible expansion of the use beyond that presently existing.

FISCAL IMPACT

Funding for this service is budgeted in the Downtown Parking Maintenance District Fund and the General Fund. The FY 2020/21 Operating Budget for the Downtown Parking Maintenance District Fund includes funding to maintain the Franklin Square fountain. The FY 2020/21 Operating Budget for the General Fund includes funding to maintain the fountain at Civic Center Park (Parks-Pools program) and the fountain at City Hall (Landscape Maintenance program). Funding for future years will be incorporated into the budget development process.

COORDINATION

This report has been coordinated with the Parks & Recreation Department, Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

RECOMMENDATION

Authorize the City Manager to approve purchase orders with Waterworks Industries, Inc. for fountain maintenance and repair services through June 30, 2025, subject to the annual appropriation of funds.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Bid Summary
2. Purchase Order 25250 with Waterworks Industries, Inc.