



Legislation Details (With Text)

**File #:** 18-430      **Version:** 1

**Type:** Procurement Award      **Status:** Agenda Ready

**File created:** 5/17/2018      **In control:** City Council

**On agenda:** 6/5/2018      **Final action:**

**Title:** Approve the award of Bid 18-052, Cast Iron Manhole Covers and Grates, to EJ USA, Inc. for an amount not to exceed \$118,257

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. CIP Pages

Date	Ver.	Action By	Action	Result
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**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Bid 18-052, Cast Iron Manhole Covers and Grates, to EJ USA, Inc. for an amount not to exceed \$118,257

**DEPARTMENT:** Water Utilities

**SUBMITTED BY:** James Holzapfel, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Water Utilities issued Bid 18-052 seeking vendors to provide cast iron manhole and catch basin frames and grates for the Water Utilities and Department of Public Works. In past years, both departments purchased manhole and catch basin frame and grates separately via requests for quotes. Staff is now conducting a bid because the total annual award amounts have exceeded the \$25,000 threshold for a formal procurement.

This bid consists of numerous types of manhole castings and grates used for storm sewer inlets, manholes and catch basins, as well as sanitary manholes and water valve vaults.

**DISCUSSION:**

Advertise Date:	02/09/18	Notices Sent:	44
Opening Date:	02/26/18	Planholders:	5
		Bidders:	1

Vendor	Total Bid Amount
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EJ USA, Inc.	\$118,257
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Only one bid response was received. Staff contacted the other two vendors on the bidders list to understand why they chose not to bid. Both vendors indicated that they received notification of the bid but chose not to open it because they thought it was spam. In order to reduce the impact of email notifications being disregarded as spam on future procurements, the Procurement Team will contact vendors on the City's bidders list before the procurement begins and/or after the email notification is sent out by the City's online bidding service.

Although only one bid was received, staff recommends the award of the bid to EJ USA, Inc. Staff compared the bid prices to pricing received in previous requests for quotes and pricing is comparable. Additionally, staff has previously procured materials from EJ USA, Inc. and has not had issues with their products.

The term of the contract is from date of award until December 31, 2019.

**FISCAL IMPACT:**

CIP #: SW001 - Annual Stormwater Management Project  
SW026 - Stormwater System Upgrade and Improvement Program

Cast iron manhole covers and grates are expensed to the supplies and infrastructure accounts listed below. This contract will span two projects, which are split between Public Works and the Water Utilities. In 2018, a total of \$130,000 is budgeted for SW001 and \$61,000 for SW026. The requested award is within budget.

Account Number	Fund Description	Total Budget Amount
41251540-541407	Water and Wastewater	\$141,000
31252200-551502	Bond Fund	\$498,750
31252300-551502	Bond Fund	\$1,368,500