



Agenda Item

City Council

Item #: 3.14.

7/23/2024

File #: 24-0403

TO: Honorable Mayor and Members of the City Council

THRU: Tom Kisela, City Manager

FROM: Christopher Cash, Public Works Director

1. SUBJECT

Award of Contract to Excel Backflow Service, Inc. for Backflow Device Testing and Repair Services; and finding of CEQA exemption; Bid No. 23-24.40.

2. SUMMARY

Bids for backflow device testing and repair services were advertised. Two bidders responded, and Excel Backflow Service, Inc. of Murrieta was the apparent low bidder in the amount of \$40,775.

3. RECOMMENDED ACTION

1. Approve the contract with Excel Backflow Service, Inc. in the amount of \$44,853 representing an original bid amount of \$40,775, plus a 10% contingency of \$4,078 for Backflow Device Testing and Repair Services; and authorize the Mayor and City Clerk to execute on behalf of the City.
2. Find that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per State CEQA Guidelines 15301 (Class 1 - Existing Facilities).

4. FISCAL IMPACT

The expense for this contract is \$44,853 and will be funded through:

600.8041.51560.00000	Maintenance of Backflow Devices	\$6,508
294.8041.51560.00000	Del Rio Landscape Maintenance District	\$105
100.8041.51560.00000	Maintenance of Backflow Devices	\$28,180
291.8041.51560.00000	Santiago Hills Landscape Maintenance	\$5,075
<u>293.8041.51560.00000</u>	<u>Sycamore Crossing Landscape Maintenance</u>	<u>\$4,985</u>
	Total	\$44,853

5. STRATEGIC PLAN GOALS

Goal 1: Provide for a safe community

- b: Provide and maintain infrastructure necessary to ensure the safety of the public.

Goal 4: Provide outstanding public service

- b: Provide facilities and services to meet customer expectations.

6. DISCUSSION AND BACKGROUND

To comply with the Cross Connection Control Policy issued and monitored by the State Water Resources Control Board (SWRCB), the Public Works Department Water Division (City) is required to test all city owned backflow devices and submit test reports to SWRCB on an annual basis. All tests and repairs must be completed by individuals who are certified by Orange County Health Environmental Department. With approximately 250 devices scattered throughout the City, there is a need to retain a qualified contractor to help with completing these tasks in a timely manner. Through an informal bid process, the Water Division solicited bids for these services, and two bids were received as follows:

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|--|----------|
| 1. Excel Backflow Service, Inc., Chino, CA | \$40,775 |
| 2. Verne's Plumbing, Buena Park, CA | \$52,775 |

Excel Backflow Service, Inc. is the apparent responsive low bidder and the current contractor to the City for the past few years. The company recently changed its name from Terry's Testing Service, Inc. to Excel Backflow Service, Inc. They are familiar with the device locations and Water Division procedures. Therefore, staff recommends that Excel Backflow Service, Inc. be awarded the contract in the amount of \$40,775, plus a 10% contingency for a total amount of \$44,853.

The term of the contract is for one year with an option to renew annually for three more years if the City is satisfied with the level of service from the contractor. The cost for the extensions, including a 10% contingency, will be \$47,838 for Fiscal Year 2025-26, \$50,890 for Fiscal Year 2026-27, and \$54,012 for Fiscal Year 2027-28. Extensions will be executed by the City Manager.

7. ENVIRONMENTAL REVIEW

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per State CEQA Guidelines 15301 (Class 1 - Existing Facilities) in that the project consists of repair, maintenance, and safety improvement at existing public facilities and results in no expansions of use beyond that existing at the time of the City's determination.

8. ATTACHMENTS

- Bid Abstract
- Contract with Excel Backflow Service, Inc.