



# Agenda Item

## City Council

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**Item #:** 3.29.

**9/8/2020**

**File #:** 20-068

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**TO:** Honorable Mayor and Members of the City Council

**THRU:** Rick Otto, City Manager

**FROM:** Chris Cash, Public Works Director

### **1. SUBJECT**

Purchase of material and supplies for water maintenance operation from various vendors.

### **2. SUMMARY**

Request to authorize purchase orders in the amount of \$150,000 with Yo Fire, \$100,000 with United Water Works, \$75,000 with C Wells Supply, \$75,000 with Ferguson, \$75,000 with S&J Supply, and \$50,000 with Armorcast for miscellaneous waterworks material and supplies on an as needed basis during Fiscal Year 2020/2021.

### **3. RECOMMENDED ACTION**

Approve purchase orders for miscellaneous material and supplies for the following vendors and amounts: Yo Fire - \$150,000; United Waterworks - \$100,000; C Wells Supply - \$75,000; Ferguson - \$75,000; S&J Supply - \$75,000; and Armorcast - \$50,000, for a total not to exceed of \$525,000.

### **4. FISCAL IMPACT**

The total expenditure for these purchases is \$525,000 and will be funded through the Water Fund (600).

### **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**

The Water Division purchases many different types of materials and supplies such as copper tubing, brass fittings, hydrants, couplings, saddles, valves, meter boxes, lids, etc. for its daily maintenance operations. These items are needed for the successful repair, installation, and maintenance of the City's water infrastructure. The Water Division uses the informal bid process to purchase the required materials by requesting all participating vendors to provide pricing for each individual item needed. There is no, one specific vendor that continually provides the lowest price for all items; therefore, the Water Division purchases material from the vendors that offer the lowest price for that

particular item.

The following six vendors are the ones from which the Water Division continuously purchases different materials and supplies. The amount of purchases from each vendor is over the \$30,000 per year limit per vendor. In order to continue purchasing from these vendors when they offer the lowest price, staff is requesting that the City Council authorize the purchase orders, on an as needed basis, not to exceed the amounts shown in the below table for Fiscal Year 2020/2021.

Vendor	Amount
Yo Fire	\$150,000
United Waterworks	\$100,000
C Wells Supply	\$ 75,000
Ferguson	\$ 75,000
S&J Supply	\$ 75,000
Armorcast	\$ 50,000

The Water Division continues to monitor and seek out vendors with the lowest prices to ensure the City is getting the best value available.

## 7. ATTACHMENTS

None.