

TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER

DEPARTMENT: ADMINISTRATIVE SERVICES

DATE: SEPTEMBER 21, 2009

CMR: 352:09

REPORT TYPE: Information

SUBJECT: Contracts Awarded by the City Manager from January 2009 through June 2009

This is an information report and no Council action is required.

DISCUSSION

The Palo Alto Municipal Code (PAMC) section 2.30.710 requires the City Manager to provide a biannual report to Council consisting of contracts awarded by the City Manager or the Purchasing Manager for: 1) public works and goods contracts in excess of \$65,000; and 2) general and professional service contracts in excess of \$25,000. The following attachments fulfill this PAMC reporting requirement.

Attachment A lists service contracts from \$25,000 to \$85,000 awarded from January 1, 2009 through June 30, 2009 and Attachment B lists goods and construction contracts \$65,000 to \$250,000 awarded from January through June 30, 2009.

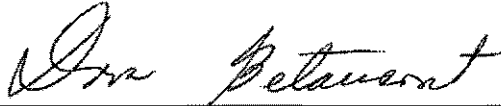
ATTACHMENT

Attachment A: Service Contracts Awarded from January through June 2009

Attachment B: Supply Contracts Awarded from January through June 2009

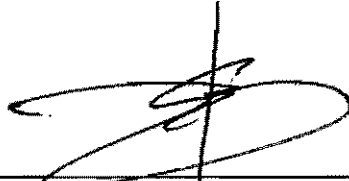
Attachment C: Excerpt from the Palo Alto Municipal Code

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CITY MANAGER APPROVAL:



JAMES KEENE
City Manager

ATTACHMENT A

Services Contracts Awarded from 01/01/09 to 06/30/09

Awarded To	Award Date	Award Amount	Bidding Exemption* or No. of Bids Sent/Received	Description
Services				
Friends of the Park	03/31/09	50,000.00	*PAMC2.30.360(a)	Lytton Plaza Park, design and Remodel Project
Caltrain	01/07/09	72,000.00	*PAMC2.30.360(b)	Payment for Svcs, Insurance for Under-ground crossing
McLellan Equipment	02/19/09	26,370.80	*PAMC2.30.360(b)	Refurbishment of Water Truck
Robert Half Technology	04/28/09	50,000.00	*PAMC2.30.360(b)	Consultant Svcs for the SAP Utilities Upgrade Implementation
Waukesha Electric Systems	04/02/09	25,390.00	*PAMC2.30.360(b)	Service for the repair of the Hanover substation transformer
Switch and Data Management	06/19/09	32,400.00	*PAMC2.30.360(b1)	Annual Lease for dark fiber network Access with Paix
Canopy Trees for Palo Alto	01/21/09	83,210.00	*PAMC2.30.360(b1)	Tree Preservation Services in Palo Alto
Acme Scale Company	03/19/09	39,003.41	*PAMC2.30.360(b2)	Remove & Re-installation of the Mettler Toledo Truck scale
Want Construction	03/19/09	53,930.00	*PAMC2.30.360(b2)	Earthwork new ramps and foundation for Scale Area Pad
C-Way Custodian Services	03/17/09	68,561.00	*PAMC2.30.360(b2)	Additional Custodian Services
Visible Strategies Software Inc	01/27/09	76,900.00	*PAMC2.30.360(b2)	Citywide Performance Measurement/Tracking Software (See-It)
Jaco Environmental, Inc	03/26/09	35,000.00	*PAMC2.30.360(b2)	Refrigerator Recycling Program
Microsoft Corporation	06/02/09	41,400.00	*PAMC2.30.360(d)	Microsoft Premier Support Service
Scott D Pinsky	06/04/09	85,000.00	*PAMC2.30.360(g)	Legal Services
Musick, Peeler & Garrett LLP	06/19/09	50,000.00	*PAMC2.30.360(g)	Legal Services
Stubbs & Leone	06/10/09	85,000.00	*PAMC2.30.360(g)	Legal Services
Rankin, Landsness, Lahde, Server	06/03/09	85,000.00	*PAMC2.30.360(g)	Legal Services
Jarvis, Fay, Doport & Gibson	06/03/09	25,000.00	*PAMC2.30.360(g)	Legal Services
Duncan Weinberg Genzer & Pemb	05/18/09	60,000.00	*PAMC2.30.360(g)	Legal Services
Miller, Starr & Regalia	05/18/09	50,000.00	*PAMC2.30.360(g)	Legal Services
Liebert Cassidy & Whitmore	05/18/09	30,000.00	*PAMC2.30.360(g)	Legal Services
Stubbs & Leone	01/22/09	50,000.00	*PAMC2.30.360(g)	Legal Services
Luhdorff & Scalmanini Consult	02/18/09	25,000.00	*PAMC2.30.360(i)	Well Rehabilitation Assessment I
Energy Solutions	06/10/09	25,000.00	*PAMC2.30.360(i)	Led Streetlight Project
Carl Warren & Company	04/16/09	50,000.00	*PAMC2.30.360(i)	Claims Adjusting Services
PBS & J	02/24/09	43,197.00	*PAMC2.30.360(o)	Consultant Services Page Mill Rd IS/MND
DCA International, LLC	05/08/09	63,589.00	19 10	Labor, equipment & services for Police Traffic Div. Handheld Auto Citation System
Garda CL West, Inc	01/22/09	35,000.00	6 2	Armed Courier Svcs in Support of Revenue Collections

* see attachment C description of bidding exemptions

ATTACHMENT A

Services Contracts Awarded from 01/01/09 to 06/30/09

Awarded To	Award Date	Award Amount	Bidding Exemption* or No. of Bids Sent/Received		Description
Services					
JJR Construction, Inc	04/22/09	37,975.00	15	8	Pervious Concrete Pathway at the Arastradero Preserve Visitor's Center Site
Northgate Environmental Manage	03/05/09	52,145.60	3	15	Services to Conduct Phase I & II Environmental Assessments At the Palo Alto Airport
Golder Associates, Inc	01/12/09	84,472.00	14	10	Services for Landfill Environmental Control Systems Maintenance, Monitoring and Reporting
Finn Design Group, Inc	01/30/09	42,100.00	3	2	Professional Services for the Upgrade of the Adobe Creek Substation
Peninsula Crane & Rigging Co.	02/19/09	85,000.00	6	4	Crane Services for Electric Distribution and Pole Lines Equipment
Streamline Builders	03/09/09	70,000.00	27	15	MSC Electric Operations Remodel
Applied Development Economics	04/13/09	30,855.00	14	8	Consultant Agreement Public Safety Fee Nexus Study, and Propose Fee Ordinance
Penhall Company	01/29/09	45,000.00	12	3	Pavement Saw Cutting Services for Utilities WGW Operations.
Loral Landscaping, Inc.	05/21/09	31,746.00	11	2	General Site and Field Landscape Maintenance At CCC
Consolidated Engineering Lab	05/14/09	30,000.00	7	6	Soils and Material Testing Services for various projects
Aecom Usa, Inc.	05/14/09	82,775.00	9	4	Consultant Services to explore Greenhouse Gas Reduction at The Water Quality Operations
Craneworks Inc	03/02/09	42,942.90	4	1	Labor, Equipment for the Removal of existing hoist & trolley at The Water Quality Control Plant.
Mindworks, Inc.	04/30/09	46,095.00	3	3	Provision of SAP Client Copy Software
American Air Conditioning	06/05/09	79,698.00	9	3	Labor and Material for Art Center Kiln Hood Replacement
Skylonda Equipment	01/26/09	75,000.00	4	4	Trucking Services from PA Landfill to vendor's yard
Contract Sweeping Services	04/17/09	31,100.00	5	3	Downtown Steam Cleaning Services.
Environmental Planning Consult.	05/21/09	84,180.00	7	3	Zero Waste Technical Assistance
Pacific Mobile Structures Inc	04/07/09	46,990.91	3	3	Monthly Rental – Temp Trailer at the College Terrace Library
Cupertino Electric, Inc	03/30/09	51,924.01	3	3	Install new Electrical Service at the Landfill
Manesco	04/30/09	41,000.00	5	2	Gas Leakage Survey
Duran & Venables, Inc.	05/15/09	42,570.00	3	3	College Terrace Library Portable Trailer Site preparation
Northwest Woodland Services	05/27/09	27,184.00	3	3	Byxbee Trails Repair Project
San Jose Boiler Works	04/22/09	39,750.00	3	2	Equipment and Services for the Boiler at the Rinconada Pool
Gas Transmission Systems, Inc.	06/02/09	37,450.00	3	3	Operator Qualification Program for the Utilities Dept
Koff & Associates, Inc	06/18/09	28,965.00	3	3	Consultant Services for Mgmt/Professional Benchmarking Study

* see attachment C description of bidding exemptions

ATTACHMENT B

Supply Contracts Awarded from 01/01/09 to 06/30/09

Awarded To	Award Date	Award Amount	Bidding Exemption* or No. of Bids Sent/Received	Description
<u>Supplies</u>				
Interspiro, Inc	06/10/09	212,095.22	*PAMC2.30.360(d)	Purchase of Fire Apparatus Equipment –Faceplate/Harness.
Wesco Distribution, Inc.	02/09/09	169,341.97	8 4	Purchase of Three Phase Padmount Transformers
HVB AE Power Systems, Inc.	03/25/09	113,956.94	10 3	Purchase of Two 69kV Line Vacuum Circuit Breakers for Adobe Creek Substation.
Perkin Elmer Life and Analytic	04/24/09	124,857.46	4 4	Purchase and delivery of an Inductively Coupled Plasma Mass Spectrometer for the Lab at the Water Quality Control Plant
Downtown Ford Sales	05/20/09	192,044.08	8 7	Purchase of Seven 2009 Ford Crown Victoria Police Interceptor equipped

* see attachment C description of bidding exemptions

ATTACHMENT C

EXCERPT FROM THE PALO ALTO MUNICIPAL CODE

Section 2.30.360 Exemptions from competitive solicitation requirements.

The following are exemptions from the informal and formal competitive solicitation requirements of this chapter. It is expected that the exemptions will be narrowly applied. The department requesting an exemption shall provide all relevant information supporting the application of the exemption to the purchasing manager. Based on this information, the purchasing manager shall make a recommendation to the city manager and the city manager shall determine whether an exemption from competitive solicitation requirements applies. Nothing herein is intended to preclude use of competitive solicitations where possible.

(a) Emergency Contracts as defined in Section 2.30.210(f)

(b) Situations where solicitations of bids or proposals would for any reason be impractical, unavailing or impossible provided that in the case of a public works project, the project is not otherwise required by the Charter to be formally bid. These situations are those where solicitations of bids or proposals would not be useful or produce any advantage for the city. Situations where solicitations of bids or proposals would be impractical, unavailing or impossible, include, but are not limited to, the following:

(1) Specifications cannot be drawn in a way that would enable more than one vendor or contractor to meet them;

(2) Due to circumstances beyond the control of the city, the time necessary to use the competitive solicitation process procedures and requirements would result in a substantial economic loss to the city, or the substantial interference with a required city operation

(c) Where competitive bids or requests for proposals have been solicited and no bid or proposal has been received or no bid or proposal meeting the requirements of the invitation to bid or request for proposal has been received, provided that, in the case of a public works project, the project is not otherwise required by the Charter to be formally bid.

(d) Contracts for goods, wholesale commodities and related services, general services or professional services available from only one source where there is no adequate substitute or equivalent provider. Examples of acceptable sole source purchases are: equipment for which there is no comparable competitive product, proprietary products sold directly from the manufacturer, a component or replacement part for which there is no commercially available substitute and which can be obtained only from the manufacturer, items where there is only one authorized distributor in the area, and items where compatibility with items in use by the city is an overriding consideration. All requests for sole source purchases shall be supported by written documentation (facsimile or electronic mail may be used), approved by the office or department head and forwarded to purchasing.

(g) Legal services contracts, including outside counsel and experts for litigation or other legal proceedings.

(i) Professional services contracts where the estimated total expenditure by the city, regardless of term, does not exceed \$25,000.00..

ATTACHMENT C

EXCERPT FROM THE PALO ALTO MUNICIPAL CODE

Section 2.30.360 Exemptions from competitive solicitation requirements.

(o) Contracts with private developers to construct public improvements in connection with their development project even if the city contributes funds to the improvement project, provided that the project is not otherwise required by the Charter to be formally bid.