



City Council Report

Date: May 18, 2020
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: Three-Year Term Contract with Two Years of Renewal Options for Pad Mounted Junction Cabinets for the Energy Resources Department **(Single Response) (Funded by authorized Electric Bond Funds) (Citywide)**

Recommendation

Council is requested to approve the award as recommended.

The Energy Resources Department and Purchasing recommend awarding the contract to the single, responsive and responsible bidder, Power Design, Inc., at \$33,200 annually, with an annual increase allowance of up to 5%, or the adjusted Producer Price Index.

Background / Discussion

Energy Resources – Electric Utility has an immediate need to purchase pad mounted junction cabinets in order to facilitate new commercial projects, provide spare inventory for units in the field, and facilitate the directive to move junctions from sub-surface structures to above grade structures. This product is highly specialized for this application and the City knows of only two manufacturers.

Power Design Inc. was the only vendor to submit a bid for the pad mounted junction cabinets due to the complexity of the cabinet. Purchasing reached out to four vendors to ask why they did not respond to the solicitation. These vendors stated they cannot produce a fiberglass cabinet. Electric Utility and Purchasing are satisfied with the single bidder's response, find the prices to be fair and reasonable, and believe that resoliciting the agreement would not provide any benefit to the City.

Purchase Information

Action: Award
Procurement Type: Request for Bids
Contract Number: 2020110
Local Consideration: Policy did not apply to this procurement method
Protests Received: None
Initial Contract Term: Three years
Possible Renewals: Up to a maximum of two years subject to Administrative review and approval
Funding Source: Energy Resources Department budget through authorized Electric Bond Funds

March 31, 2020 Single Bid Response

Power Design, Inc./Preferred Sales Agency \$31,400.00 (Recommended)
Hood River, OR

AWARD RECOMMENDATION

Quantity 20 – New Fiberglass Junction Cabinets per specification U-1450 (CJP-84-56-L2-MG-GB38-4509 Cable Junction Pedestal) at \$1,570/each per Contract No. 2020110 and Quote No. PSA032320-1 dated 3/23/2020

Base	\$31,400.00
5.6% Use Tax	<u>\$1,758.40</u>
Total	\$33,158.40
Total Amount Requested	<u>\$33,200.00</u>