COUNCIL ACTION FORM

SUBJECT: SCAFFOLDING AND RELATED SERVICES AND SUPPLY CONTRACT FOR POWER PLANT

BACKGROUND:

This contract is for a contractor to provide and install scaffolding, bracing and fall protection at the City's Power Plant. Council may recall that this contract was originally bid in January 2015. Bids were due February 11, 2015 and one bid was received, but staff determined that the bid was non-responsive because the bidder did not supply pricing on critical items as required. Staff was concerned that the pricing component of the bid document was not specific enough for bidders to supply a responsive bid. Staff reviewed and revised the bid document and now it is ready to be rebid.

The Power Plant benefits from having an ongoing service contract with a company that provides routine and emergency scaffolding services. This process reduces the City's exposure to market forces regarding prices and availability for labor, travel, and supplies for these services. By having a contract in place, City staff will also save considerable time obtaining quotes, evaluating proposals and preparing specifications and other procurement documentation.

The approved FY2015/16 Power Plant operating budget includes $55,000 for these services. Invoices will be based on contract rates for time and materials for services that are actually received.

ALTERNATIVES:

1. Approve preliminary plans and specifications for Scaffolding and Related Services and Supplies Contract, and set September 23, 2015, as the bid due date and October 13, 2015, as the date of public hearing and award of contract.

2. Purchase scaffolding services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

This contract is needed to carry out emergency and routine scaffolding services at the Power Plant. The contract will establish rates for service and provide for guaranteed availability, thereby setting in place known rates for service.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No.1 as stated above.