



Staff Report

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**File #:** 21-0679

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**REQUEST FOR CITY COUNCIL AND  
CORONA UTILITY AUTHORITY ACTION**

**DATE:** 07/07/2021

**TO:** Honorable Mayor and City Council Members  
Honorable President and Board Members

**FROM:** Department of Water and Power

**SUBJECT:**  
Award of contract for essential fabrication services to Baghouse & Industrial Sheet Metal Services, Inc.

**EXECUTIVE SUMMARY:**

Request for Proposals No. 21-056RH to provide required metal fabrication that includes cutting, bending, and assembling metal and machines which will help ensure that a service provider will be available at any time to meet the needs of the City with regard to metal structures or supports that shade, protect, or support critical utility and facility equipment.

**RECOMMENDED ACTION:**

**That the:**

- a. City Council award Request for Proposals No. 21-056RH for on-call essential fabrication services to Baghouse & Industrial Sheet Metal Services, Inc. of Corona, CA, for the initial contract term ending June 30, 2023, with two optional two-year renewals.
- b. City Council authorize the City Manager, or his designee, to execute the Maintenance/General Services Agreements with Baghouse & Industrial Sheet Metal Services, Inc. of Corona, CA in the amount of \$200,000 for the initial contract term ending June 30, 2023, with two optional two-year renewals.
- c. City Council authorize the General Manager and City Attorney, or their designees, to negotiate and execute non-substantive extensions, change orders and amendments up to \$20,000 or 10% as authorized in Corona Municipal Code Section [3.08.060\(J\)](#).

- d. City Council authorize the Purchasing Manager to issue a purchase order to Baghouse & Industrial Sheet Metal Services, Inc. of Corona, CA in the amount of \$200,000 for the initial term ending June 30, 2023, with two optional two-year renewals.
- e. Corona Utility Authority review, ratify, and to the extent necessary, direct the City Council to take the above actions.

**BACKGROUND & HISTORY:**

The Department of Water and Power maintains and operates multiple facilities with various metal structures or supports which protect, shade, and support critical equipment. Occasionally, there are required repairs due to age, failure, or vandalism. Metal structures consist of architectural details to multiple buildings throughout the Department of Water and Power, protective screens associated with heating, ventilation and air conditioning systems and protective cages for facility equipment. At various facilities, machinery and equipment are supported by metal frames and brackets that require repairs due to age and failure.

**ANALYSIS:**

On March 3, 2021, the Purchasing Division issued Request for Proposals (RFP) No. 21-056RH essential fabrication services through the City's PlanetBids portal pursuant to Corona Municipal Code (CMC) [3.08.110](#) non-public projects formal bidding procedure requirements. The City received two (2) proposals by the submission date of March 24, 2021.

The scope of work consists of:

- On-call 24/7 essential fabrication services for sunscreens, perforated screens, protection plates, brackets, canopies, shim plates, steel pipe bollards, awnings, steel framing, fan guards, ventilation panels, any repairs due to vandalism, supports welding, and custom items.

Staff performed evaluations of the proposals from both firms. The evaluations were based on the following criteria:

Criteria	Max Points
Completeness of Response	0
Qualification of Firm	10
Qualification of Personnel	40
Work Plan / Project Understanding and Approach	40
Value	10
Total	100

After careful review of the two proposals, the panel evaluated the firms. The table below shows the

final rank for each firm:

<b>Firm</b>	<b>Score</b>	<b>Ranking</b>
Baghouse & Industrial Sheet Metal Services, Inc., Corona, CA	85	1
Deemed nonresponsive:		
Power Brothers Machine, Montebello, CA	84	2

The final evaluation scores were very close, the firms' pricing structures had slight differences, and their technician's qualifications ranked very closely to each other. However, Power Brothers Machine was deemed nonresponsive due to the fact they were not able to meet the City's insurance requirements as stated in their proposal documents.

Based on staffs' evaluation of the proposals, staff recommends that the City Council award the RFP in the amount of \$200,000 to Baghouse & Industrial Sheet Metal Services, Inc. to respond to DWP requests and emergencies. All licenses and references have been reviewed and verified by City staff.

**FINANCIAL IMPACT:**

Funding for the recommended action is available in the Fiscal Year 2022 Department of Water and Power Operating Budget. Funding in future fiscal years will be recommended through the budget process.

**ENVIRONMENTAL ANALYSIS:**

This action is categorically exempt pursuant to Section 15301 of the Guidelines for the California Environmental Quality Act (CEQA), which states that operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that exist at the time of the CEQA determination is exempt from CEQA. This action involves fabrication services for metal structures or supports. Therefore, no environmental analysis is required.

**PREPARED BY:** AFTAB HUSSAIN, MAINTENANCE MANAGER

**REVIEWED BY:** TOM MOODY, GENERAL MANAGER

**Attachments:**

1. Exhibit 1 - NIB 21-056RH
2. Exhibit 2 - NIB 21-056RH Addenda
3. Exhibit 3 - NIB 21-056RH Bid Summary
4. Exhibit 4 - Baghouse & Industrial Sheet Metal Services, Inc. MGSA