



Staff Report

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**File #:** 21-0681

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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 on-call essential machine & pump services for the Department of Water and Power.

**EXECUTIVE SUMMARY:**

The City issued Request for Proposals 21-055RH for on-call essential machine and pump services for the Department of Water and Power to ensure reliability and redundancy for the utility's 24-hour operation.

**RECOMMENDED ACTION:**

**That the:**

- a. City Council award Request for Proposals 21-055RH for Essential Machining & Pump Services to Bender CCP, Inc. of Vernon, CA.
- b. City Council authorize the City Manager, or his designee, to execute a Maintenance/General Services Agreement with Bender CCP, Inc. of Vernon, CA for \$300,000 for the initial contract term ending June 30, 2023, with two optional two-year renewals.
- c. City Council authorize the City Manager, or his designee, to negotiate and execute non-substantive extensions, change orders, and amendments up to \$30,000 each or 10% of the original contract amount as authorized in Corona Municipal Code Section [3.08.060\(J\)](#).
- d. City Council authorize the Purchasing Manager to issue purchase orders to Bender CCP Inc. of Vernon, CA for \$300,000 per year for an initial contract 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 operates and maintains four water treatment plants, twenty-one active well sites, eighteen potable water booster stations, eighteen reservoirs, three water reclamation facilities, fourteen sewer lift stations, and three reclaimed water booster stations with over 200 pumps and gearboxes ranging in many different sizes that are essential to ensure the supply of potable water, reclaimed water and pumping and treatment of raw sewage. Despite having a robust preventative maintenance program, gearboxes and pumps fail due to harsh environments and continuous operations. Therefore, immediate attention is required to address gearboxes and pumps that fail to provide constant, uninterrupted services.

**ANALYSIS:**

On March 3, 2021, the City issued a Request for Proposals (RFP) 21-055RH for on-call essential machine & pump services for the Department of Water and Power (DWP) to prospective firms through the City's PlanetBids portal. The RFP was advertised according to Public Contract Code formal bidding procedures and the 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 April 5, 2021.

The scope of work consists of:

- On-call on-site or off-site Machining & Pump Repair Services for DWP

**Evaluation Criteria**

The proposal evaluations were based on the following:

1. Qualifications of the Firm (20 points): strength and stability of the firm; firm demonstrated an overall knowledge of the scope of work required and the availability of adequate staff to perform the scope of work.
2. Qualifications and experience of Personnel (20 points): qualifications, education, technical experience and competence of staff, project appropriate team organization, geographic location of the firm, experience and qualifications of team members identifying critical areas of expertise.
3. Completeness and Timeliness of Response (10 points): completeness of response in accordance with RFP instructions that the proposer has not taken exceptions to or deviations from the RFP requirements; Inclusion of required licenses and certifications of the firm and key personnel performing the project. It also included depth of thoroughness of Proposer's understanding of the Project and the City's needs, understanding of the project potential issues and challenges, quality and depth of work plan, firm's logic for the Project's organization with appropriate resources to perform the scope of work.

4. Competitive Cost and Price (25 points): the appropriate number of hours budgeted to the Project tasks and reasonableness of the respondent's rates and competitiveness of quoted firm-fixed prices with other proposals received; adequacy of the data supporting figures quotes; basis on which prices are quoted.
5. Project Plan and Completion (25 points) Approach and methodology; Data requirements needed from the City and how the data would be submitted; Identification of activities required to complete tasks; Schedule for project completion

Staff performed evaluations of the proposals from both firms. The evaluations were based on the presented qualifications, technician qualifications, understanding and approach of the City's work plan, and value-based hourly rates and fees to perform the work required. The final evaluation scores were very close. Although the firms pricing structures had slight differences, their technician's qualifications ranked very close to each other. The table below shows the final rank for each firm:

<b>Firm</b>	<b>Score</b>	<b>Ranking</b>
Bender CCP, Inc.	74	1
Deemed nonresponsive:		
Power Brothers Machine	70	2

Staff intended to award the RFP to both companies; however, after a thorough document review by the Purchasing Division, Power Brothers Machine was deemed nonresponsive. They could not meet the City's insurance requirements as stated in their proposal documents. Therefore, staff recommends that the City Council award the RFP in the amount of \$300,000 to Bender CCP Inc. of Vernon, CA. Additionally, all licenses have been reviewed and verified by City staff.

#### **FINANCIAL IMPACT:**

Funding for the recommended action is included in the Fiscal Year 2022 Water, Reclaimed Water, and Water Reclamation Operating Budgets. In addition, 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 Action (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 existing at the time of the CEQA determination is exempt from CEQA. This action involves repairs/rehabilitation to existing infrastructure to maintain public health and safety and therefore is exempt from the requirements of CEQA. Therefore, no environmental analysis is required.

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

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

**Attachments:**

1. Exhibit 1: RFP 21-055RH
2. Exhibit 2: RFP 21-055RH Addenda
3. Exhibit 3: RFP 21-055RH Bid Summary
4. Exhibit 4: Bender CCP, Inc. MGSA