

REPORT TO CITY COUNCIL

DATE: APRIL 13, 2005

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: JIM THORSEN, ASSISTANT CITY MANAGER
CHRIS DODD, FACILITIES/OPERATIONS SUPERVISOR

SUBJECT: REJECT BIDS FOR THE CONSTRUCTION AND INSTALLATION OF A
CNG REFUELING STATION PROJECT; NIB 05-01

On January 12, 2005, staff received approval from City Council to seek bids for the construction and installation of a CNG refueling station at the Civic Center (NIB 05-01). The FY2004-05 construction budget for the project is \$25,000 and is funded from monies received from the South Coast Air Quality Control Board (SCAQB).

The bid opening was held on March 14, 2005. The City received only one bid for the project in the amount of \$53,541 from Gas Equipment Systems, Inc. Aside from the bid being over the engineer's estimate, the bidder failed to include the required bidders bond and the acknowledgment form for Addendum #1. Therefore, based upon the lack of a bid bond and acknowledgement form, staff is recommending that this bid be determined to be non-responsive and rejected by City Council.

Staff is seeking City Council authorization to re-bid the project. In order to receive additional competitive bids, staff will send the plans and specifications to several additional contractor plan rooms as well as directly contacting potential bidders for the project. It is anticipated that this aggressive approach will yield new and responsive bidders.

Staff has also reviewed the engineer's construction estimate for the project and feel that it is low. In the event that the next bids are over the budget, we are prepared to make a recommendation to utilize up to an additional \$22,000 of remaining SCAQB funds.

RECOMMENDATION

City staff recommends the City Council:

1. Reject the bid received from Gas Equipment Systems, Inc. as non-responsive for failure to submit a bidders bond and an acknowledgement form for Addendum No. 1.
2. Authorize staff to re-bid the project for the Construction and Installation of a CNG Refueling Station (NIB 05-01)