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# CITY OF POMONA

## COUNCIL REPORT

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April 15, 2019

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted By: Darron Poulsen, Water Resources Director

**SUBJECT: AWARD OF BID TO ODYSSEY POWER FOR THE PURCHASE OF TWO REPLACEMENT EMERGENCY BACKUP GENERATORS AND AUTOMATIC TRANSFER SWITCHES IN THE AMOUNT OF \$93,224**

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### **RECOMMENDATION:**

It is recommended that the City Council approve an award of bid to Odyssey Power for the purchase of two (2) replacement emergency backup generators and automatic transfer switches, in the amount of \$93,224.

### **EXECUTIVE SUMMARY:**

The City maintains and operates emergency backup generators at various critical locations throughout the water system. Emergency backup generators are a critical component of the water system and are utilized to provide backup power to critical infrastructure sites within the City's potable and recycled water distribution systems. These critical infrastructure sites are made up of potable and recycled water wells, booster pumps, and reservoir tanks. The proposed action will award Bid No. 2018-22 for the purchase of two (2) emergency backup generators and automatic transfer switches, in the amount of \$93,224.

### **FISCAL IMPACT:**

Funding for this procurement is available in the adopted FY 2018-19 Water Operating Budget (571-8123-66180-00000). The total amount for the two (2) emergency backup generators and the automatic transfer switches, including current sales tax at the new tax rate of 10.25%, is \$93,224. The attached Summary of Bids lists the bid price as \$92,589.10 due to the sales tax amount.

### **PUBLIC NOTICING REQUIREMENTS:**

In accordance with Section 2-970 of the City's Purchasing Ordinance, a Notice Inviting Bids was posted on March 4, 2019 to the Public Notices board and PlanetBids, which notified 22 vendors registered with Pomona and 250 vendors registered with other agencies. Two (2) bids were received by the March 18, 2019 deadline.

## **DISCUSSION:**

Emergency backup generators play a crucial role in an extended power outage situation. With City Council approval, two (2) emergency backup generators and automatic transfer switches will be purchased in the amount of \$93,224. The emergency backup generators which are in operation today are both 28 years old and are nearing their end of useful life. These two emergency backup generators will replace the ones located at Reservoir 8 and Pedley Filtration Plant. Currently these sites have manual transfer switches which require a staff member to come in on overtime to start the generator and transfer the power. The new automatic transfer switches will allow for the generators to start and transfer power with no staff member on site. Water Resources staff will install both generators and automatic transfer switches once they are received.

The lowest apparent bid was submitted by Odyssey Power. After a thorough technical review of the equipment submitted for bid and a reference check, Odyssey Power's bid has been found to be the lowest responsive and responsible bid. Staff recommends the award of Bid No. 2018-22 to Odyssey Power for the purchase of replacement emergency backup generators and automatic transfer switches.

Prepared by:

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Jason Interlicchia  
Water Operations Crew Chief

## **ATTACHMENT:**

Attachment No. 1 – Bid Opening Summary for Emergency Backup Genset Equipment  
Replacement