RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes:__ NO: x)
In accordance with County Code Section 3.08.070, Departments must go out to formal competitive bids for any purchases in excess of $3,000, unless the Board finds that such would not be in the public’s best interest.

Public Works recommends that the Board of Supervisors (BOS) waive the formal bid process for the new H. V. A. C. (Heating, Ventilation, and Air Conditioning) system needed to support the Enhanced 9-1-1 emergency equipment installation.

Specifically, we request the BOS to:
1. Find that formal competitive bidding for this project would not be in the public interest; and
2. Direct the Public Works Director to make the recommended purchases from the open market at the lowest available price.

JUSTIFICATION:
Due to the necessity of having this work completed soon, (prior to March 1), to maintain the E 9-1-1 schedule, Public Works recommends this action. This will allow the bidding process to take place in approximately two weeks rather than the normal six weeks for a formal process. Public Works feels this is in the public’s best interest.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has waived formal bid procedures for projects of similar type and magnitude in the past.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
1. Do not waive the formal bid procedures. The schedule for implementation of the E 9-1-1 would be delayed significantly, causing the work of many involved agencies to be rescheduled.

COSTS:  ( ) Not Applicable
A. Budgeted current FY $160,000
B. Total anticipated costs $8,000
C. Required Add’l funding $0

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:
1. Bid form
2. Equipment Specifications

SOURCE: ( ) 4/5ths Vote Required
A. Internal Transfers $
B. Unanticipated revenues $
C. Reserve for contingency $
D. Description:
Balance in Reserve for Contingencies, if approved: $

CLERK’S USE ONLY:
Res. No.: 92-16
Ord. No.: 
Vote - Ayes: 4 Yes Noes: 
Absent: 
Abstained: 
Approved ( ) Denied ( ) Minute Order Attached

The foregoing instrument is a correct copy of the original on file in this office.
Date: 
ATTEST: MARGIE WILLIAMS
Clerk of the Board of Supervisors
County of Mariposa, State of CA
By: Deputy

ADMINISTRATIVE OFFICER’S RECOMMENDATION:
This item on agenda as:
( ) Recommended
( ) Not Recommended
( ) For Policy Determination
( ) Submitted with Comment
( ) Returned for Further Action

Comment: 

A.O. Initials: 

December 26, 1991

BID FORM
Project No. PW 91-09

HVAC SYSTEM per attached specifications:

Total Lump Sum Bid:

$ ______________________

Manufacturer and Model: ______________________

Warranty: ______________________

Bids will be awarded within 30 days of opening. Failure to provide and install the items as bid may result in legal action to collect increased cost, or damages, to County as a result of failure to deliver as bid or complete work prior to the specified completion date.

The (HVAC) Heating Ventilating and Air Conditioning System shall be installed at the Mariposa County Sheriffs Station located at 4963 10th Street Mariposa, California.

This is a Public Works Project. In accordance with the provisions of Sections 1770-1774 of the Labor Code, the Contractor and any subcontractors shall conform to the general prevailing rate of wages as determined by the Director of Industrial Relations.

Payment for the above-quoted "HVAC SYSTEM" shall be at a contract Lump Sum price and shall include all Labor, Materials, Ductwork, Exhaust Fans, Thermostat Controls, Tools and Equipment, and all other work necessary for a complete operational and serviceable system.

Date: ____________

Bidder: ______________________

Address: ______________________

____________________________

Accessory Equipment: ______________________

____________________________

Alternate: ______________________

____________________________

NOTE: ATTACH ADDITIONAL SHEETS IF NECESSARY
Scope of Work

The work to be performed consists in general of furnishing and installing a new Heating Ventilating and Cooling (HVAC) System at the Mariposa County Sheriffs Station complete with ductwork, supply and return registers, electrical power, LPG gas piping, an exhaust air system for equipment room, and controls. The Contractor may reuse existing ductwork if practical.

1. Performance

The Contractor shall furnish all labor, materials, tools, equipment, incidentals, and do all the work described in these specifications.

Permit fees will be waived by the County.

2. Plans

The following plans accompany these specifications and shall be considered to be part thereof:

Sheet No. 1 Project PW 91-09, E 9-1-1 HVAC System dated 12-26-91.

3. Beginning of Work and Time of Completion

The time is of the essence for this project to maintain schedules for implementation of an Enhanced 9-1-1 emergency telephone system. Contractor shall begin work as soon as feasible after approval from the Mariposa County Director of Public Works, and shall diligently prosecute the same to completion prior to February 28, 1992.

4. HVAC System

A. The Contractor shall construct a Heating Ventilating and Cooling system in accordance with the Plans, these Equipment Specifications, any additional requirements of the Mariposa County Building Department, and conform to the provisions of the following:

e. California Administrative Code Title 24

B. All work shall be done in a neat and workmanlike manner according to the best trade practices by those skilled in the particular trade. Equipment ducts, grilles, etc. shall be plumb, level, square, or centered, etc., to give a neat and pleasing appearance. All equipment shall be installed in strict compliance with manufacturer's recommendations.

C. Contractor shall field verify all data and existing conditions before submitting a bid for this project.

D. Contractor shall arrange for all permits and all inspections from the Mariposa County Building Department.

E. All references to Manufacturer, Model etc. shall be considered to be or equal.