

Resolution No.

# STOCKTON CITY COUNCIL

---

## RESOLUTION TO APPROVE A ROTATING VENDOR LIST FOR MAJOR MECHANICAL, PUMP, AND ELECTRICAL MOTOR SERVICES, AND EXCEPTIONS TO THE COMPETITIVE BID PROCESS

The Municipal Utilities Department (MUD) operates and maintains hundreds of pumps and electric motors which serve to convey Wastewater and Stormwater throughout the City as part of the treatment process; and

It is necessary to use contractors to perform major mechanical, pump and electric motor repair services when the work cannot be performed by City forces; and

Although each purchase is below the Council established spending limit, cumulatively they may exceed that limit in any given fiscal year; and

An initial list of contractors has been established based on demonstrated performance, technical knowledge, and compliance with City insurance and license requirements; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:

1. The City Council hereby approves the following findings in support of granting an exception to the competitive bidding process pursuant to Stockton Municipal Code 3.68.070:
  - a. The necessary work is under the Council spending limit (\$75,000) for individual projects.
  - b. This specialized major mechanical, pump, and motor repair vendor list will allow the City to quickly contract with vendors during specialized major repair situations.
  - c. The cumulative total of these purchases by vendor may exceed the limit because of the specialized nature of the work. During these specialized major repair situations, the City may not be able to apply the normal purchasing, threshold, bidding, and contracting requirements but will nevertheless have the need to move quickly and efficiently to contract for services.
  - d. Following a 2012 audit finding, the audit in part recommended management consider establishing grouped and approved lists into a single authorization by

City Council for contracting services that cumulatively may exceed the Council limit. This pre-approved vendor list will assist MUD in handling such specialized repair situations.

- e. The scope of services is very specific, limiting the number of qualified vendors available within reasonable proximity to the City. Those contractors currently qualified have been included on the lists. This policy allows other contractors to be added to the list and identifying criteria for remaining on the list.
- f. The MUD policy will ensure that the opportunity for work will be fairly distributed among the qualified vendors through the quote solicitation process and that City purchasing procedures are followed. This policy and purchasing procedures are in the public interest and will assist in ensuring that the specialized work is performed by the most qualified vendors.
- g. Additional vendors can be added to the list in the future by submitting a written request, obtaining a City business license, and submitting appropriate insurance documentation.
- h. Establishment of the pre-approved vendor list does not guarantee that the City will provide such specialized work to the vendors on the list or any particular amount of work.

2. An initial list of rotating vendors is hereby approved, a copy of which is attached as Exhibit 1 and incorporated by this reference. Contractors may be added or removed from the list according to the requirements of the MUD Directive FIN-12, Policy and Procedures for Contractor Pool and Rotating Pool Lists.

3. The City Manager is authorized to take all other actions that are necessary and appropriate to carry out the purpose and intent of this Resolution.

PASSED, APPROVED, and ADOPTED April 11, 2017.

\_\_\_\_\_  
MICHAEL D. TUBBS, Mayor  
of the City of Stockton

ATTEST:

\_\_\_\_\_  
BONNIE PAIGE, City Clerk  
of the City of Stockton