

**TOWN OF
APPLE VALLEY, CALIFORNIA**

AGENDA MATTER

Subject Item:

RATIFY PURCHASE OF THE GUILLOTINE DOG DOORS FOR THE APPLE VALLEY MUNICIPAL ANIMAL SHELTER

Summary Statement:

On November 4th, 5th, and 6th of 2008, bids were received and opened for the Apple Valley Municipal Animal Shelter Facility. After review, it was determined that seven of the bid packages had irregularities or that allowances were not included by the contractors in the bids. As a result, staff made a recommendation to reject all bids for Earthwork, Landscaping and Irrigation, Chain Link Fence and Gates, Water Proofing and Joint Sealants, Overhead Coiling Doors, Floor Coverings and Kennels and Animal Shelters, and solicit new bids. On December 9, 2008, Council authorized staff to re-bid the seven areas of the project.

Seven (7) bid packages were released for bidding. Responses to the bid packages were opened on January 6, 2009. Staff recommended that Council reject all bids for Bid Package 22. Overhead Coiling Doors and Bid Package 32 Kennels and Animal Shelters and direct staff to further research the specifications in these areas to reduce costs and provide a savings to the project budget. Pursuant to State Law, the Town Council may reject any bid for any reason and re-bid the work.

Staff has broken down the final purchases for overhead coiling doors, kennels and animal shelters and miscellaneous equipment into individual components. Informal bids have been or will be obtained for all of the items in these categories.

(Continued)

Recommended Action:

Ratify the purchase of guillotine pet doors from Houndquarters, Inc.

Proposed by: Gina Schwin-Whiteside, Dir. Municipal Svcs. **Item Number** _____

T. M. Approval: _____ **Budgeted Item** **Yes** **No** **N/A**

Informal bids were received from three providers for the Guillotine Dog Doors. The following were the results:

Houndquarters \$32,489
Carlson Products \$33,089.72 (Did not include installation or pulley system)
Moore Pet Doors \$33,631.99 (Did not include installation)

Pursuant to section 3.12.215, No formal bids. When no formal bids or no responsive bids are received, the purchasing officer is authorized to negotiate for written proposals, and his recommendation shall be presented to the Town Manager and award, if any, shall be made in accordance with applicable provisions prescribed herein; and,

Pursuant to section 3.12.230, Open market or informal bid procedure. Purchases of supplies and equipment of an estimated value in the amount of fifty thousand dollars or less may be made by the purchasing agent in the open market pursuant to the procedure prescribed in Sections 3.12.240 through 3.12.260 and without observing the procedure prescribed in Sections 3.12.120 through 3.12.215; provided, however, all bidding may be dispensed with for purchases of supplies and equipment having a total estimated value of less than one thousand dollars.

Since this item is under the \$50,000 threshold and is a budgeted item, the Town Manager authorized the purchase. This staff report is to obtain ratification of the purchase by the Town Council.