



For Council Meeting of: February 5, 2007
Agenda Item No.: 4.3 (a)

TO: MAYOR AND CITY COUNCIL
THROUGH: ROBERT G. WELLS, CITY MANAGER 
FROM: TONY MOUNTS, DIRECTOR OF ADMINISTRATIVE SERVICES 
SUBJECT: PURCHASES APPROVED ADMINISTRATIVELY —
(December 19, 2006 thru January 29, 2007)

RECOMMENDATION:

None; Information Only

BACKGROUND:

Administrative award, renewal and modification of contracts occurs each week through the review of the Weekly Purchasing Report presented by the Purchasing Administrator to the City Manager or his designee during a regularly scheduled Tuesday purchasing activity review session. All completed procurement transactions, recommended for award by User Departments, with a value of \$25,000 and over are presented in the Weekly Purchasing Report and reviewed for compliance to City Purchasing Rules during the review session. This Monthly Purchasing Report is a compilation of the prior month's administratively awarded contracting activities.

FACTS & FINDINGS:

The following purchases were approved administratively during the time period referenced above:

	Business Entity	Description	Amount	Fund
1	Anderson's Construction Management Inc.	PW: Resident Project Representative for the River Road Wet Weather Treatment Facility Construction	\$300,000.00	CI
2	Black & Veatch	PW: Engineering Services - 75 MGD Potable Water Transmission Conduit (Change Order #23) ¹	\$707,428.66	CI
3	Moore Excavation Inc.	PW: 75 MGD Transmission Conduit - Phase 3 - Delaney Road SE to 70 th Avenue SE	\$9,939,925.00	CI

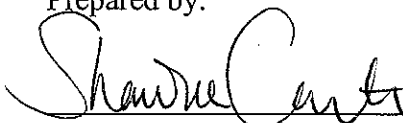
	Business Entity	Description	Amount	Fund
4	Werbin West Contracting Inc.	PW: Waterline Improvements - Luradel Avenue S, Cavalier Drive S, Normandy Avenue S, Ewald Avenue S, and 7 th Court S	\$245,740.00	CI
		Sub-Total	\$11,193,093.66	
5	Walker Macy	CS: Landscape Architecture Services for West Salem High School and Community Park	\$49,989.00	ECF
		Sub-Total	\$49,989.00	
6	S-2 Contractors Inc.	PW: Asphaltic Concrete Trench Patching - FY 06/07 (Change Order #1) ²	\$36,000.00	ES
		Sub-Total	\$36,000.00	
7	Code Electric	AS: Electrical Services - Various City Locations - FY 06/07 (Change Order #1) ³	\$25,000.00	G
8	DLT Solutions	IT: Oracle Application "Read Only" Licenses with Support	\$53,841.53	G
9	First Impressions Last	AS: Cleaning Carpeted Surfaces & Striping, Waxing, & Polishing Hardwood Floors - FY 06/07	\$25,000.00	G
10	Oregon Corrections Enterprises	CS: 50 Each Metal Parking Barriers and 30 Each 9ft ADA Picnic Tables	\$27,550.00	G
11	Salem Printing & Blueprint Inc.	PW: River Road Wet Weather Treatment Facility (RRWWTF) Printing Requirements	\$31,201.40	G
12	YMCA of Marion and Polk County	CS: No Meth - Not in my Neighborhood - FY 06/07	\$25,000.00	G
		Sub-Total	\$187,592.93	
13	Albina Fuel	AS: Fuel: Unleaded & Diesel - FY 06/07 (Change Order #1) ⁴	\$100,000.00	IS
14	Data 911	Police: Mobile Data Computers (6 Each) (State Agreement)	\$37,995.00	IS
15	Ikon Office Solutions	AS: Canon Digital Copiers (3 Each) (State Agreement)	\$33,616.00	IS

	Business Entity	Description	Amount	Fund
16	McCall Oil Company	AS: Fuel: Unleaded & Diesel - FY 06/07 (Change Order #1) ⁵	\$100,000.00	IS
		Sub-Total	\$271,611.00	
17	American Bankers Insurance Co.	HR: 2007 Flood Insurance	\$32,062.00	SI
18	Enviro-Clean Equipment Inc.	AS: Repair of Sewer Cleaning Truck	\$29,712.57	SI
19	JBL&K Risk Services	HR: FY 06/07 - Insurance (Change Order #1) ⁶	(\$32,062.00)	SI
		Sub-Total	\$29,712.57	
20	Ashland Speciality Chemical	PW: Dewatering Polymer - FY 06/07 (Change Order #1) ⁷	\$87,000.00	U
21	Western Fabrication Co.	PW: Purchase of Aluminum Floating Restroom, Trailer and Mooring Option #1 (State Agreement)	\$113,850.00	U
		Sub-Total	\$200,850.00	
22	Kar-Gor Inc.	PW: Video Vehicle Detection System	\$3,696.00	U
			\$24,585.00	PW
			\$3,294.00	CI
23	Ron Tonkin Chevrolet Company	AS: 2007 Toyota Prius (3 Each) (State Agreement)	\$21,672.00	IS
			\$43,344.00	B & S

B & S	=	Building and Safety Fund	\$43,344.00
CI	=	Capital Improvement Fund	\$11,196,387.66
ECF	=	Extra Capacity Facilities Fund	\$49,989.00
ES	=	Emergency Services Fund	\$36,000.00
G	=	General Fund	\$187,592.93
IS	=	Internal Services Fund	\$293,283.00
PW	=	Public Works Fund	\$24,585.00
U	=	Utilities Fund	\$204,546.00

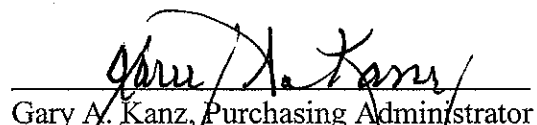
Total **\$12,035,727.59**

Prepared by:

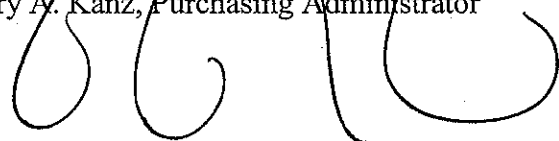


 Shawna Carter, Administrative Analyst

Approved by:



 Gary A. Kanz, Purchasing Administrator



END NOTES TO CHANGE ORDERS

1. Change Order #23 increases \$707,428.66: Provides for construction administration, inspection, and post construction services associated with the construction of Phase 3 of the 75 MGD Transmission Conduit. The Phase 3 work includes 11,800 LF of 69-inch diameter pipe from Franzen Reservoir in Turner to 70th Avenue in Marion County.
2. Change Order #1 increases \$36,000.00: Provides for Water Distribution Section and Wastewater Maintenance Section to conduct large main replacement/upgrade projects that require approximately 48,161 square foot inches of asphalt streets to be replaced.
3. Change Order #1 increases \$25,000.00: Provides for additional services due to underestimating annual need.
4. Change Order #1 increases \$100,000.00: Provides for increases due to the two vendors winning more spot market bids for fuel than had been anticipated. This means other vendors are winning fewer bids.
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6. Change Order #1 decrease \$32,062.00: Provides for a deduction of funds to pay American Banker to cover off-site City buildings with flood insurance.
7. Change Order #1 increases \$87,000.00: Provides for additional services due to underestimating annual need.