



AGENDA REPORT

Meeting Date: August 19, 2014

Item Number: D-22

To: Honorable Mayor & City Council

From: Trish Rhay, Assistant Director of Infrastructure and Field Operations 

Subject: APPROVAL OF A BLANKET PURCHASE ORDER FOR HARRINGTON INDUSTRIAL PLASTICS, LLC IN THE AMOUNT OF \$183,000.

Attachments:

1. Bid Documents Harrington Plastics, LLC
2. Bid Summary

RECOMMENDATION

Staff recommends the City Council approve the blanket purchase order with vendor Harrington Plastics, LLC for essential water treatment parts and supplies in a not-to-exceed amount of \$183,000

INTRODUCTION

To ensure that the City is able to properly operate and maintain its water treatment plant and distribution system, the City needs to purchase as-needed replacement parts and supplies. The Water Division proposes to award a Blanket Purchase Order (BPO) to Harrington Plastics, LLC for as-needed parts and supplies.

DISCUSSION

The water treatment plant is currently not operational due to needed repairs and maintenance. As such, staff proceeded with the formal bidding process to secure competitive pricing for supplies such as pumps, ramps, tanks, and filters for the City's water treatment plant and distribution system. Based on the results of this bidding process (Bid No. 14-39), vendor Harrington Plastics, LLC was the lowest responsible bidder.

Meeting Date: August 19, 2014

FISCAL IMPACT

Funding for this purchase has been budgeted in the Water Division's FY14-15 budget.

Don Rhoads 

Finance Approval

George Chavez 

Approved By

Attachment 1



CITY OF BEVERLY HILLS
ADMINISTRATIVE SERVICES - FINANCE
VENDOR QUOTATION REPORT

Requisition No.:
Division:

Fill out and complete all information.

	Vendor 1 Quote	Vendor 2 Quote	Vendor 3 Quote	Vendor 4 Quote
Vendor Name	HARRINGTON	USA BLUE BOOK		
Vendor No. (if any)				
Vendor Phone	818-207-3660	800-548-1234		
Vendor Fax				
Quoted By (complete name)	BOB LUFTING	GREGORY JOYCE		
Date	May 29, 2014	May 29, 2014		
Quote Expiration Date	June 30, 2015	June 30, 2015		

Item Specification (In detail)	Unit Price	Unit Price	Unit Price	Unit Price
FORMAL BID # 14-35	2791.22	2754.10		
See Attached Bids				

Note

Title:

BID NO. 14-35

SECTION IV - BID FORM
(Must be completed by Vendor)

The undersigned proposes to furnish all materials, supplies, equipment or services set forth herein subject to all conditions outlined in the Bid Document, including the general instructions and information to bidders, at prices indicated below:

Bid Proposal: \$ 2791.22 FREIGHT included.

Payment Terms NET 30

Warranty PER MFG Exceptions or Deviations attached YES NO

Delivery 3-5 days (Number of Days)

Company Name HARRINGTON Ind. plastics Telephone 818 207-3660 CELL

Address 7003 VALICAN AVE Van Nuys, CA 91406

Person submitting bid Bob LUPTING outside sales
Print Name Title

Robert Lupting
Signature

F.O.B.

All prices of the bid shall be F.O.B. destination Beverly Hills, California; and delivery to any point within Beverly Hills shall be without additional charge.

TAX

All bid proposals shall be exclusive of tax; City staff will compute all tax involved when applicable.

ACCEPTANCE OF PROPOSAL

The City reserves the right to accept or reject any and all bids and reserves the right to waive technicalities where such action best serves the interests of the City. The manufacturer of the proposed materials or equipment may be required to acknowledge by written conformation that the minimum requirements of the specifications are included in the Bidder's proposal before the award of the bid.

Title:

BID NO. 14-35

SECTION III – DETAIL SPECIFICATIONS

IN EVENT OF CONFLICT, THE FOLLOWING SPECIFICATIONS SHALL PREVAIL OVER GENERAL INSTRUCTIONS CONTAINED ELSEWHERE IN THIS BID.

ITEMS DESCRIPTION	QTY	UNIT COST	EXTENDED COST
1) Little giant Submersible Pump Model 50-MSP 1/6 HP	1 EA	85 ⁰⁰	85 ⁻⁻
2) 47" Polypropylene Pump Tube <i>OPTION - LUTE 0110-206 \$201.41</i>	1 EA	27 ¹³	27 ¹²
3) Variable Flow drum pump 19"/27" / 40" (or compatible) <i>OPTION 0030-014 \$339.22</i>	1 EA	33 ⁹²	33 ⁹²
4) Flyght Ready 8 Contractors Pump	1 EA	1090.00	1090.00
5) Scott's Calibration Gas P/B 077-0351	1 EA	524.22	524.22
6) Hydrant Diffuser 4.5" NST (F) Akron Street "T" PVC	1 EA	955.84	955.84

The following items must be included in the quote:

1. All transportation and delivery fees including freight charges, fuel charges or Any related charges.
2. Quote must include unit price and any delivery charges.
3. The vendor shall enter into an agreement with the City to provide the specified items at a fixed price for a perion of one year.
4. Describe how long of an advance notice will be required in placing an order to be delivered by a certain date..

Harrington Industrial Plastics
 7003 Valjean Avenue
 Van Nuys CA 91406
 818-780-5212
 818-780-5037 Fax

Quotation# 00555094
 Written: RIL
 Quote Date 05/27/14
 Expire Date 06/26/14
 Page 1 OF 1

Quotation

082637
 BEVERLY HILLS, CITY OF
 PUBLIC WORKS DEPARTMENT
 345 FOOTHILL ROAD
 BEVERLY HILLS, CA 90210-3608

Ship To:
 BEVERLY HILLS, CITY OF
 PUBLIC WORKS DEPARTMENT
 345 FOOTHILL ROAD
 BEVERLY HILLS, CA 90210-3608

Job: RFQ#

Contact: A/P (310)285-2421 OR -2428 Ship Via: UPS GROUND
 Phone#: 310-285-2460 FOB / Delivery ARO: SHIPPING POINT
 Fax: 310-278-1838 Frt-Terms: CHRG INBOUND & OUTBOUND

Product/Description	Quantity	Price	U/M	Extension
505000 PUMP SUBMRS SUMP UTIL 1/6HP 115V 5-MSP AL HSNB 60HZ 10'	1	85.00	EA	85.00
*4199 PUMPS & PARTS MISC MODEL 360 POLYPROPYLENE PUMP TUBE 47"	1	27.13	EA	27.13
*4199 PUMPS & PARTS MISC VARIABLE FLOW DRUM PUMP 19"/27"/40"	1	33.92	EA	33.92
*4199 PUMPS & PARTS MISC FLYGHRT READY 8 CONTRACTORS PUMP	1	1070.00	EA	1,070.00
*8099 ACCESSORIES MISC SCOTT'S CALIBRATION GAS P/B 077-0351	1	524.33	EA	524.33
*8099 ACCESSORIES MISC HYDRANT DIFFUSER 4.5" NST(F) KRON STREET "T" PVC	1	955.84	EA	955.84

Merchandise	Tax	Est. Freight / Handling	Net Quote Total
2,696.22	251.23	95.00	3,042.45

2791.22

Thanks For Thinking Harrington.
 Respectfully Bob I. Lufting
 All Quotations are subject to review upon placement of order.
 Freight/Handling and applicable taxes if not listed above will be added.
 Harrington standard terms and conditions apply to this quotation.

Title:

BID NO. 14-35

SECTION III – DETAIL SPECIFICATIONS

IN EVENT OF CONFLICT, THE FOLLOWING SPECIFICATIONS SHALL PREVAIL OVER GENERAL INSTRUCTIONS CONTAINED ELSEWHERE IN THIS BID.

ITEMS DESCRIPTION	QTY	UNIT COST	EXTENDED COST
1) Little giant Submersible Pump Model 50-MSP 1/6 HP USABlock Book # 66182	1 EA	108.25	108.25
2) 47" Polypropylene Pump Tube USABB # 77736	1 EA	360.00	360.00
3) Variable Flow drum pump 19"/27"/40" (or compatible) USABB # 77725	1 EA	450.00	450.00
4) Flyght Ready 8 Contractors Pump USABB # 60543	1 EA	998.95	998.95
5) Scott's Calibration Gas P/B 077-0351 GAS CO # 3424035	1 EA	168.00	168.00
6) Hydrant Diffuser 4.5" NST (F) Akron Street "T" PVC USABB # 22540	1 EA	668.90	668.90

The following items must be included in the quote:

1. All transportation and delivery fees including freight charges, fuel charges or Any related charges.
2. Quote must include unit price and any delivery charges.
3. The vendor shall enter into an agreement with the City to provide the specified items at a fixed price for a perion of one year.
4. Describe how long of an advance notice will be required in placing an order to be delivered by a certain date..

Title:

BID NO. 14-35

SECTION IV - BID FORM
(Must be completed by Vendor)

The undersigned proposes to furnish all materials, supplies, equipment or services set forth herein subject to all conditions outlined in the Bid Document, including the general instructions and information to bidders, at prices indicated below:

Bid Proposal: \$ 7754,10

Payment Terms NET 30

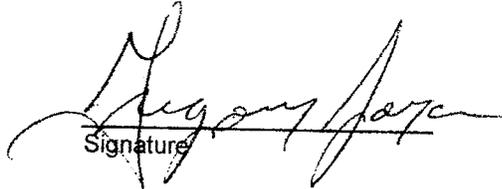
Warranty 1 YEAR Exceptions or Deviations attached YES ~~NO~~

Delivery 5-10 DAYS ARO (Number of Days)

Company Name USA BLUE BOOK Telephone 800-548-1234

Address PO Box 9004 Gurnee IL 60085

Person submitting bid Gregory Joyce Bid Coordinator
Print Name Title


Signature

F.O.B.

All prices of the bid shall be F.O.B. destination Beverly Hills, California; and delivery to any point within Beverly Hills shall be without additional charge.

TAX

All bid proposals shall be exclusive of tax; City staff will compute all tax involved when applicable.

ACCEPTANCE OF PROPOSAL

The City reserves the right to accept or reject any and all bids and reserves the right to waive technicalities where such action best serves the interests of the City. The manufacturer of the proposed materials or equipment may be required to acknowledge by written conformation that the minimum requirements of the specifications are included in the Bidder's proposal before the award of the bid.



CITY OF BEVERLY HILLS
CENTRAL STORES - PWS
VENDOR QUOTATION REPORT

Requisition No.:
Division:

Fill out and complete all information.

	Vendor 1 Quote	Vendor 2 Quote				
Vendor Name	HARRINGTON	LANTEC PRODUCTS				
Vendor No. (if any)						
Vendor Phone	818-780-5212	818-707-2285				
Vendor Fax						
Quoted By (complete name)	BOB LUFTING	BENJAMIN CARANCI				
Date	JUNE 2 2014	JUNE 2 2014				
Quote Expiration Date	JUNE 30 2015	JUNE 30 2015				

Item Specification (In detail)	Unit Price					
FORMAL BID # 14-39	31,094.00	33,495.00				
See Attached Bids						

Note

SECTION IV - BID FORM

(Must be completed by Vendor)

The undersigned proposes to furnish all materials, supplies, equipment or services set forth herein subject to all conditions outlined in the Bid Document, including the general instructions and information to bidders, at prices indicated below:

Bid Proposal: \$ 31,094.00 include Freight
see quote attached.

Payment Terms Net 30

Warranty N/A Exceptions or Deviations attached YES
NO

Delivery 6 weeks (Number of Days)

Company Name Hammington Ind. Telephone 818 780-5212

Address 7003 Valfear Ave

Person submitting bid Robert Murphy Sales
Print Name Title

R. Murphy
Signature

F.O.B.

All prices of the bid shall be F.O.B. destination Beverly Hills, California; and delivery to any point within Beverly Hills shall be without additional charge.

TAX

All bid proposals shall be exclusive of tax; City staff will compute all tax involved when applicable.

ACCEPTANCE OF PROPOSAL

The City reserves the right to accept or reject any and all bids and reserves the right to waive technicalities where such action best serves the interests of the City. The manufacturer of the proposed materials or equipment may be required to acknowledge by written conformation that the minimum requirements of the specifications are included in the Bidder's proposal before the award of the bid.

Harrington Industrial Plastics
 7003 Valjean Avenue
 Van Nuys CA 91406
 818-780-5212
 818-780-5037 Fax

Quotation# 00555241
 Written: RIL
 Quote Date 06/09/14
 Expire Date 07/09/14
 Page 1 OF 1

Quotation

082637
 BEVERLY HILLS, CITY OF
 PUBLIC WORKS DEPARTMENT
 345 FOOTHILL ROAD
 BEVERLY HILLS, CA 90210-3608

Ship To:
 BEVERLY HILLS, CITY OF
 PUBLIC WORKS DEPARTMENT
 345 FOOTHILL ROAD
 BEVERLY HILLS, CA 90210-3608

Job:

RFQ#

Contact:

Phone#: 310-285-2460
 Fax: 310-278-1838

Ship Via: UPS GROUND
 FOB / Delivery ARO: SHIPPING POINT
 Frt-Terms: CHRG INBOUND & OUTBOUND

Product/Description	Quantity	Price	U/M	Extension
*8099 ACCESSORIES MISC LANPAC-XL NSF CERIFIED TOWER PACKING MUST BE NSF CERTIFIED FOR DRINKING WATER EQUIPMENT	2000	13.65	EA	27,300.00
*8099 ACCESSORIES MISC PALLETIZE BOXES- 200 BOXES 8 BOXES PER PALLET REQUIRED TO OFF LOAD	25	11.76	EA	294.00

Merchandise	Tax	Est.Freight / Handling	Net Quote Total
27,594.00	2,483.46	3,500.00	33,577.46

Thanks For Thinking Harrington.
 Respectfully Bob I. Lufting
 All Quotations are subject to review upon placement of order.
 Freight/Handling and applicable taxes if not listed above will be added.
 Harrington standard terms and conditions apply to this quote.

31,094.00

Title: LANPAC- XL High Efficiency Tower Packing

SECTION III – DETAIL SPECIFICATIONS

IN EVENT OF CONFLICT, THE FOLLOWING SPECIFICATIONS SHALL PREVAIL OVER GENERAL INSTRUCTIONS CONTAINED ELSEWHERE IN THIS BID.

BRIEF DESCRIPTION: LANPAC-XL High Efficiency Tower Packing NSF Certified for Drinking Water Equipmet

This tower packing is used in the City's Reverse Osmosis Water Treatment Plant air strippers and air scrubbers for VOC removal. This tower packing was specified in the original design and no substitute shall be considered. The specifications are attached.

The City's Water Treatment Plant usage is approximately 2,000 cu. ft. of tower packing per year.

The following items must be included in the quote.

1. All transportation and delivery fees including freight charges, fuel surcharges or any related charges.
2. Quote must include price per 2000 cu. ft. and any delivery charges.
3. The vendor shall enter into an agreement with the City to provide the cartridge filters at a fixed price for a period of one year with an option to renew the agreement for a period of three additional years with no increase in price.
4. Describe how long of an advance notice will be required in placing an order for the cartridge filters to be delivered by a certain date.

Title: LANPAC- XL High Efficiency Tower Packing

EXCEPTIONS

Any bidder's exceptions to these terms or conditions or deviations from the written specifications shall be shown in writing and attached to bid form. However, such exceptions or deviations may result in bid rejection.

INSURANCE (applicable to successful bidder who may come into the City)

(1) **Commercial general liability** coverage at least as broad as Insurance Services Office Commercial General Liability occurrence coverage ("occurrence" form CG0001, Ed. 11/85) with a limit of not less than \$2,000,000 (Two Million Dollars) per occurrence. If the insurance includes a general aggregate limit, that limit shall apply separately to this contract or it shall be at least twice the required per occurrence limit.

(2) **Business automobile liability** insurance at least as broad as Insurance Services office form CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 "any auto" and endorsement CA 0029 (Ed. 12/88) with a limit not less than \$1,000,000 (One Million Dollars) per accident.

(3) **Workers Compensation** Insurance as required by the State of California and **employers liability** insurance with a limit not less than \$1,000,000 (One Million Dollars) per accident.

All insurance coverages shall be provided by insurers with a rating of B+; VII or better in the most recent edition of Best's Key Rating Guide, Property-Casualty Edition.

Work on City property covered by a purchase order cannot be commenced until certificates of insurance have been approved.

Please use the official City of Beverly Hills certificate of insurance form (attached). If you use another form, the following requirements must be met to make the certificates acceptable to the City:

1	name the City of Beverly Hills as additional insured for both GENERAL liability and AUTO liability; and
2	have at least thirty (30) days written notice of cancellation.

All certificates of insurance must remain current until the purchase order expires or is sooner cancelled.

AFTER THE ACCEPTANCE AND AWARD OF THE BID BY THE CITY COUNCIL UPON RECEIPT OF A WRITTEN PURCHASE ORDER EXECUTED BY A PROPER OFFICER OF THE CITY, THIS DOCUMENT WILL CONSTITUTE THE LEGAL CONTRACT BETWEEN THE CITY AND THE SUCCESSFUL BIDDER.

Title: LANPAC- XL High Efficiency Tower Packing

If your response is "NO BID", please explain below:

COMPANY NAME: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE NUMBER: _____

BY: _____
Print Name

Signature

Title

Date

PLEASE RETURN TO:

CITY OF BEVERLY HILLS
OFFICE OF THE CITY CLERK, ROOM 290
 455 NORTH REXFORD DRIVE
 BEVERLY HILLS, CA 90210

SECTION IV - BID FORM
(Must be completed by Vendor)

The undersigned proposes to furnish all materials, supplies, equipment or services set forth herein subject to all conditions outlined in the Bid Document, including the general instructions and information to bidders, at prices indicated below:

Bid Proposal: \$ 33,495

Payment Terms Net 30

Warranty 12 month Exceptions or Deviations attached YES NO

Delivery ~3 weeks (Number of Days)

Company Name Lantec Products, Inc. Telephone 818-707-2285

Address 5302 Derry Ave, Suite G, Agoura Hills, CA 91301

Person submitting bid Benjamin Caranci Sales Manager
Print Name Title


Signature

F.O.B.

All prices of the bid shall be F.O.B. destination Beverly Hills, California; and delivery to any point within Beverly Hills shall be without additional charge.

TAX

All bid proposals shall be exclusive of tax; City staff will compute all tax involved when applicable.

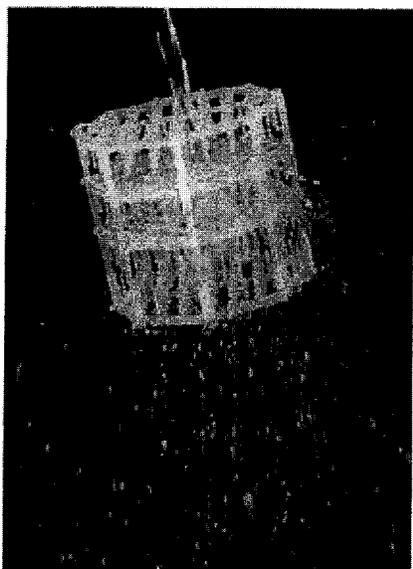
ACCEPTANCE OF PROPOSAL

The City reserves the right to accept or reject any and all bids and reserves the right to waive technicalities where such action best serves the interests of the City. The manufacturer of the proposed materials or equipment may be required to acknowledge by written conformation that the minimum requirements of the specifications are included in the Bidder's proposal before the award of the bid.

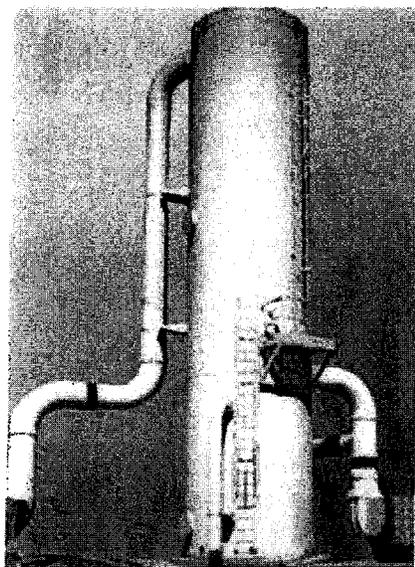


LANPAC-XL[®]

High Efficiency Tower Packing



LANPAC-XL[®]:
Advanced drip point technology



High efficiency mass-transfer media combines extremely low pressure drop with excellent plugging resistance!

LANPAC-XL[®] advanced packing for:

- Air Strippers and Degasifiers
- High Efficiency Scrubbers
- Biological Treatment Systems



NSF Certified for Drinking Water Equipment

LANPAC-XL [®] Characteristics		
Dimensions	3.25" x 3.75"	83 x 95 mm
Effective surface area	74 ft ² /ft ³	242 m ² /m ³
Piece count	33 /ft ³	1165/m ³
Void fraction	95%	95%
Weight (polypropylene)	2.8 lb/ft ³	45 kg/m ³
Weight (PVDF)	5.5 lb/ft ³	88 kg/m ³
Packing factor	10/ft	33/m
Drip points	22,000/ft ³	776,600/m ³

- Advanced design increases gas/liquid contact surface
- Reduces capital costs for new towers
- Cuts maintenance costs and down time
- Maximizes efficiency in shorter towers
- Reduces pressure drop through existing towers
- Flow-through structure resists fouling
- Reduces fan power consumption
- Allows for smaller, less expensive blowers
- Improved replacement for 3.5" LANPAC

Lantec is the global leader in wet scrubbing and air stripping technology and has made countless technological advances for these applications.

Call Lantec for a free packed bed design!

sales@lantecp.com

(Document Version February 2011)

WWW.LANTECP.COM

Title: LANPAC- XL High Efficiency Tower Packing



PROPOSAL DOCUMENT

CITY OF BEVERLY HILLS
PURCHASING DIVISION
455 NORTH REXFORD DRIVE BEVERLY HILLS, CALIFORNIA
90210 (310) 285-2440

LEGAL NOTICE - PROPOSALS WANTED

Sealed proposals are requested on the list of materials, supplies, equipment or services set forth herein, subject to all conditions outlined in the Proposal Document, including:

- SECTION I:** REQUEST FOR BIDS
- SECTION II:** GENERAL INFORMATION AND INSTRUCTION
- SECTION III:** DETAIL SPECIFICATIONS
- SECTION IV:** BID FORM

(IF YOU CHOOSE NOT TO SUBMIT A PROPOSAL, PLEASE COMPLETE PAGE)

Sealed proposals will be received only at the Office of the City Clerk, 455 North Rexford Drive, Beverly Hills, until 2:00 p.m. local time, on the dates hereinafter stated at which time they will be opened and publicly read for furnishing the materials, supplies, equipment or services or for supplying the materials, and/or providing labor for the repair, construction or improvement as the case may be, as indicated by the items hereunder listed and in accordance with the applicable specifications.

SECTION I - REQUEST FOR PROPOSAL

Date of Request: June 2, 2014

Bid Number: 14-39

**Item Description: LANPAC- XL High Efficiency Tower Packing
(NSF Certified of Drinking Water Equipment)**

Bid Opening: Thursday, June 12, 2014 at 2:00 p.m.

All bids must be delivered by the specified opening time of the bid. Bids arriving after the specified hour will not be accepted. Mailed bids, which are delivered after the specified hour will not be considered regardless of postmarked time on the envelope. All bids must be in writing and must contain an original signature by an authorized officer of the firm - Electronic bids (telephone, FAX, etc.) are **NOT** acceptable.

BID DEPOSIT - NONE REQUIRED WITH THIS BID
PERFORMANCE BOND AND PAYMENT BOND - NONE REQUIRED WITH THIS BID

Title: LANPAC- XL High Efficiency Tower Packing

**THE CITY RETAINS THE RIGHT TO REJECT ANY AND ALL PROPOSALS
WITHOUT CAUSE AND/OR ELECT NOT TO AWARD A PROPOSAL.**

**CITY OF BEVERLY HILLS
SECTION II - GENERAL INFORMATION AND INSTRUCTION**

1. Proposal deposits of unsuccessful bidders will be returned after the proposal has been awarded. A successful bidder's proposal deposit will be returned after he has entered into a written contract, or after a performance bond, if required, has been executed and accepted by the City.
2. The vendor's proposal may be withdrawn at any time prior to the proposal opening. No proposal may be withdrawn after the proposal opening. Violation of this policy may cause forfeiture of the bid deposit and removal from qualified Bidder's List.
3. Bidders are advised to become familiar with all conditions, instructions and specifications governing this proposal. Once the award has been made, a failure to have read all the conditions, instructions and specifications of this contract shall not be cause to alter the original contract or for vendor to request additional compensation.
4. Bidders agree to defend and save the City from and against all demands, claims, suits, costs, expenses, damages and adjustments based on any infringement of any patent relating to goods specified in this contract.
5. Successful bidder shall not assign the contract, or subcontract the whole or any part of the contract without written consent of the City. Such consent shall neither relieve the bidder from his obligation nor change the terms of the contract.
6. The City shall have the right to inspect any material specified herein. Equipment, supplies or services that fail to comply with the specifications herein regarding design, material or workmanship are subject to rejection at the option of the City. Any materials rejected shall be removed from the premises of the City at the expense of the vendor.
7. Bidder shall state the nature and period of any warranty or guarantee. Manufacturer's specifications shall be submitted with the proposal and shall be considered a part of this contract where such specifications meet the minimum of the City specifications.
8. Each bidder shall submit in full this completed original PROPOSAL DOCUMENT and all necessary catalogues, descriptive literature, etc., needed to fully describe the materials or work he proposes to furnish.
9. Bidders shall state the delivery date for commodities in terms of calendar days after notification of award. Where the contract calls for performance of labor, the bidder shall also state the number of calendar days required for completion after notification of award.
10. Cash discounts shall be considered in the evaluation of the proposals, except that payment periods of less than thirty (30) days will not be considered in award of this proposal. Where cash discounts are offered, the discount date shall begin with the invoice date or delivery date to the City, whichever is later.

Title:



PROPOSAL DOCUMENT

CITY OF BEVERLY HILLS
 PURCHASING DIVISION
 455 NORTH REXFORD DRIVE □ BEVERLY HILLS, CALIFORNIA
 90210 □ (310) 285-2440

LEGAL NOTICE - PROPOSALS WANTED

Sealed proposals are requested on the list of materials, supplies, equipment or services set forth herein, subject to all conditions outlined in the Proposal Document, including:

- SECTION I:** REQUEST FOR BIDS
- SECTION II:** GENERAL INFORMATION AND INSTRUCTION
- SECTION III:** DETAIL SPECIFICATIONS
- SECTION IV:** BID FORM

(IF YOU CHOOSE NOT TO SUBMIT A PROPOSAL, PLEASE COMPLETE PAGE)

Sealed proposals will be received only at the Office of the City Clerk, 455 North Rexford Drive, Beverly Hills, until 2:00 p.m. local time, on the dates hereinafter stated at which time they will be opened and publicly read for furnishing the materials, supplies, equipment or services or for supplying the materials, and/or providing labor for the repair, construction or improvement as the case may be, as indicated by the items hereunder listed and in accordance with the applicable specifications.

SECTION I - REQUEST FOR PROPOSAL

Date of Request: 2-22-13

Bid Number: 13-29

Item Description: ROSave.Z Depth Cartridge Filters

Bid Opening: 3-14-13

All bids must be delivered by the specified opening time of the bid. Bids arriving after the specified hour will not be accepted. Mailed bids, which are delivered after the specified hour will not be considered regardless of postmarked time on the envelope. All bids must be in writing and must contain an original signature by an authorized officer of the firm - Electronic bids (telephone, FAX, etc.) are **NOT** acceptable.

BID DEPOSIT - NONE REQUIRED WITH THIS BID

PERFORMANCE BOND AND PAYMENT BOND - NONE REQUIRED WITH THIS BID

Title:

**THE CITY RETAINS THE RIGHT TO REJECT ANY AND ALL PROPOSALS
WITHOUT CAUSE AND/OR ELECT NOT TO AWARD A PROPOSAL.**

Title:

**CITY OF BEVERLY HILLS
SECTION II - GENERAL INFORMATION AND INSTRUCTION**

1. Proposal deposits of unsuccessful bidders will be returned after the proposal has been awarded. A successful bidder's proposal deposit will be returned after he has entered into a written contract, or after a performance bond, if required, has been executed and accepted by the City.
2. The vendor's proposal may be withdrawn at any time prior to the proposal opening. No proposal may be withdrawn after the proposal opening. Violation of this policy may cause forfeiture of the bid deposit and removal from qualified Bidder's List.
3. Bidders are advised to become familiar with all conditions, instructions and specifications governing this proposal. Once the award has been made, a failure to have read all the conditions, instructions and specifications of this contract shall not be cause to alter the original contract or for vendor to request additional compensation.
4. Bidders agree to defend and save the City from and against all demands, claims, suits, costs, expenses, damages and adjustments based on any infringement of any patent relating to goods specified in this contract.
5. Successful bidder shall not assign the contract, or subcontract the whole or any part of the contract without written consent of the City. Such consent shall neither relieve the bidder from his obligation nor change the terms of the contract.
6. The City shall have the right to inspect any material specified herein. Equipment, supplies or services that fail to comply with the specifications herein regarding design, material or workmanship are subject to rejection at the option of the City. Any materials rejected shall be removed from the premises of the City at the expense of the vendor.
7. Bidder shall state the nature and period of any warranty or guarantee. Manufacturer's specifications shall be submitted with the proposal and shall be considered a part of this contract where such specifications meet the minimum of the City specifications.
8. Each bidder shall submit in full this completed original PROPOSAL DOCUMENT and all necessary catalogues, descriptive literature, etc., needed to fully describe the materials or work he proposes to furnish.
9. Bidders shall state the delivery date for commodities in terms of calendar days after notification of award. Where the contract calls for performance of labor, the bidder shall also state the number of calendar days required for completion after notification of award.
10. Cash discounts shall be considered in the evaluation of the proposals, except that payment periods of less than thirty (30) days will not be considered in award of this proposal. Where cash discounts are offered, the discount date shall begin with the invoice date or delivery date to the City, whichever is later.

Title:

11. Upon the award of the proposal to the successful bidder, insurance will be required by the terms of this proposal, the City will require evidence of such coverage be furnished within fourteen (14) days of notification of proposal award. The amounts and types of coverage will be specified in Section VIII of this proposal. **All insurance forms must be in a format acceptable to the City.** See ATTACHMENT A, the City's Insurance Form.
12. The Contractor agrees to indemnify, defend and hold harmless the City, City Council and each member thereof, and every officer, and employee of the City, from any liability or financial loss including, without limitation, attorneys fees and costs, arising in any manner whatsoever from any intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Contractor, or any person employed by Contractor, including agents and independent contractors, in the performance of this agreement.
13. Every supplier of materials and services and all contractors doing business with the City shall be an "Equal Opportunity Employer" as defined by Section 2000 (E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11375, and as such shall not discriminate against any other person by reason of race, creed, color, religion, age, sex or physical or mental handicaps with respect to the hiring, application for employment, tenure, terms or conditions or employment of any person.
14. Prices quoted herein must be firm for a period of not less than ninety (90) days after date of bid opening.
15. Bids calling for other than a "lump sum" total bid may be awarded by single item, by groups of items, or as a whole, as the City deems to be in the best interest of the City.
16. The City will be the sole and exclusive judge of quality, compliance with bid specifications or any other matter pertaining to this bid. The City reserves the exclusive right to award this bid in any manner it deems to be in the best interest of the City.
17. Quantities specified in Section III are approximate only, the City reserves the right, within the period for delivery to increase or decrease the quantity ordered and upon mutual agreement after the period specified for delivery, order additional quantities of items bid.
18. "Contractor shall cooperate with the City in all matters relating to taxation and the collection of taxes. It is the policy of the City to self-accrue use tax associated with its own purchases. The City requests that its contractors self-accrue their use tax, **when applicable**, and report the use tax to the State Board of Equalization with a City-assigned permit number. The City's own use tax which is self-accrued by the City will be remitted to the State of California pursuant to the City's permit with the State Board of Equalization."
19. For any questions regarding this bid, please contact Kevin Watson, Water Operations Manager, at (310) 285-2495.

Title:

SECTION III – DETAIL SPECIFICATIONS

IN EVENT OF CONFLICT, THE FOLLOWING SPECIFICATIONS SHALL PREVAIL OVER GENERAL INSTRUCTIONS CONTAINED ELSEWHERE IN THIS BID.

BRIEF DESCRIPTION: ROSave.Z Depth Cartridge Filters

This cartridge filter is used in the City's Reverse Osmosis Water Treatment Plant for pretreatment. No substitute shall be considered. The specifications are attached.

The City's Water Treatment Plant usage is approximately 1600 per year.

The following items must be included in the quote.

- 1. All transportation and delivery fees including freight charges, fuel surcharges or any related charges.
- 2. Quote must include price per filter and any delivery charges.
- 3. The vendor shall enter into an agreement with the City to provide the cartridge filters at a fixed price for a period of one year with an option to renew the agreement for a period of three additional years with no increase in price.
- 4. Describe how long of an advance notice will be required in placing an order for the cartridge filters to be delivered by a certain date.

Title:

SECTION IV - BID FORM
(Must be completed by Vendor)

The undersigned proposes to furnish all materials, supplies, equipment or services set forth herein subject to all conditions outlined in the Bid Document, including the general instructions and information to bidders, at prices indicated below:

Bid Proposal: \$ 8.67 / FILTER \$13,872.00 / 1600 FILTERS
\$30.00 DELIVERY CHARGE FOR ANY AMOUNT DELIVERED AT ANY ONE TIME

Payment Terms NET 30

Warranty N/A Exceptions or Deviations attached YES NO

Delivery 2-3 days AFTER RECEIPT OF ORDER (Number of Days)

Company Name HARRINGTON IND. PLASTICS Telephone 818 740-5212

Address 7003 VIA JEON AVE, VAN NUYS, CALIF 91406

Person submitting bid Bob LUFTING outside sales
Print Name Title

Robert Lufting
Signature

F.O.B.

All prices of the bid shall be F.O.B. destination Beverly Hills, California; and delivery to any point within Beverly Hills shall be without additional charge.

TAX

All bid proposals shall be exclusive of tax; City staff will compute all tax involved when applicable.

ACCEPTANCE OF PROPOSAL

The City reserves the right to accept or reject any and all bids and reserves the right to waive technicalities where such action best serves the interests of the City. The manufacturer of the proposed materials or equipment may be required to acknowledge by written conformation that the minimum requirements of the specifications are included in the Bidder's proposal before the award of the bid.



Industrial Plastics

7003 Valjean Avenue Van Nuys, CA 91406 • (818) 780-5212 • FAX (818) 780-5037

May 27,2014

City of Beverly Hills
Purchasing Division
455 North Rexford Drive
Beverly Hills, Ca 90210
Attn: Mr Oscar Aquino; Mr Kevin Watson

Re: ROSave.Z depth Cartridge Filter

Gentleman,

It is a pleasure to inform you that Harrington Industrial Plastics will be honored and will extend pricing on the ROSave.Zdepth Cartridge filter submitted in Bid package 13-29, dated 3-14-13 for an additional two years.

The price will remain the same at \$8.67ea with a delivery charge of \$30.00. Standard box quantity is 20 filters per box.

We appreciate your business and look forward in providing the City of Beverly Hills these filter cartridges until June 30,2015.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Lufting", is written over the printed name "Bob Lufting".

Bob Lufting
Harrington Industrial Plastics
Outside sales

818-207-3666 cell

Attachment 2



RECEIVED
 CITY OF BEVERLY HILLS
 2013 MAR 14 P 2: 15
 CITY CLERK'S OFFICE

PUBLIC WORKS

Issuing Department
SUMMARY OF BIDS

BID NO.: 13-29
 BID OPENING DATE: 3/14/13
 NAME OF BID: Reverse Osmosis cartridge Filters

VENDOR	BID	PARTIAL BID	NO BID	NO RESPONSE
TRI-DIM FILTER CORP.	\$13.66 each			
HARRINGTON INDUSTRIAL PLASTICS	\$8.67/filter ; \$13,872/1600 filters \$30 delivery charge for any amount delivered at any one time			

Keep a copy and submit original to Purchasing.

Donald Byrd

T-bidsummary