



City Council Report

City Council Meeting: February 25, 2020
Agenda Item: 3.C

To: Mayor and City Council
From: Gigi Decavalles-Hughes, Director, Finance Department, Procurement
Subject: Award Bid and enter into Agreement with John H. Larkin, Inc. for Permanent Fencing and Gate Services

Recommended Action

Staff recommends that the City Council:

1. Award Bid #4375 to John H. Larkin, Inc. dba Santa Monica Fence, a California-based company, to provide permanent fencing and gate services, installation, and maintenance for City-maintained locations citywide;
2. Authorize the City Manager to negotiate and execute an agreement with John H. Larkin, Inc. dba Santa Monica Fence, in an amount not to exceed \$179,000 for one year, with four additional one-year renewal options in the amount of \$179,000, on the same terms and conditions, for a total amount not to exceed \$895,000 over a five-year period, with future year funding contingent on Council budget approval.

Summary

The City procures permanent fencing and gate services for various locations as a “Citywide Bid” for use by all City departments. Permanent fencing and gate services include service, repair, maintenance, purchase, and installation of permanent fences, gates, and associated motors. In January 2019, the City conducted a formal bid process for permanent fencing and gate services and received four bids. To ensure uninterrupted service, interim blanket purchase orders were issued to the using departments for the first year while staff figured out the annual usage in order to determine the award amount for five years. After reviewing the bids, staff recommends John H. Larkin, Inc. (Santa Monica Fence) as the best bidder for an amount not to exceed \$895,000 over a five-year period.

Discussion

The City procures permanent fencing and gate services for over eighty locations as a “Citywide Bid” for use by all City departments. Permanent fencing and gate services

include service, repair, maintenance, purchase, and installation of permanent fences, gates, and associated motors.

Procurement staff worked with the Big Blue Bus and the Facilities Maintenance Division, Water Resources Division, and Public Landscape Division of the Public Works Department to develop specifications for each of their relevant locations for the formal bid.

The Big Blue Bus provided specifications for their location at 1620 6th Street and divisions from the Public Works Department provided information for forty City locations managed by the Facilities Maintenance Division, ten City locations managed by the Water Resources Division, and thirty locations at the beach, on the Third Street Promenade, and within City Parks, which are managed by the Public Landscape Division.

To ensure uninterrupted service, interim blanket purchase orders were issued to the using departments for the first year while staff determined annual usage to determine the award amount for five years.

Vendor Selection

Bidder Recommendation	
Best Bidder	John H. Larkin, Inc. dba Santa Monica Fence
Evaluation Criteria	Price, quality, ability, capacity and skill, promptness; the character, integrity, reputation, judgment, training, experience and efficiency of the bidder; the ability of the bidder to provide such future maintenance or service as may be needed.
Municipal Code	SMMC 2.24.180

Submittals Received			
Harris Steel Fence Co., Inc.	\$3,026	Quality Fence Co., Inc.	\$1,005
John H. Larkin, Inc. dba Santa Monica Fence	\$1,331	Western Fence & Supply Co.	\$1,082

Bid Data				
Date Posted	Posted On	Advertise In (City Charter & SMMC)	Vendors Downloaded	Date Publicly Opened
1/11/2019	City's Online Bidding Site	Santa Monica Daily Press	29	1/31/2019

Best Bidder Justification
An evaluation panel comprised of representatives from the Finance Department, the Big Blue Bus, and the Public Works Department evaluated the four bids received. The

evaluation panel narrowed down the selection to two bids, John H. Larkin, Inc. dba Santa Monica Fence and Quality Fence Co., Inc., based on price and the ability of the vendor to meet the bid requirements. While Quality Fence Co., Inc. and Western Fence & Supply Co. are the lowest bidders, they did not provide enough proof of their ability to meet our service level requirements. John H. Larkin, Inc. dba Santa Monica Fence provided proof of their ability to meet the service level requirements and has had a positive working relationship with the City in the past. Although they are not the lowest bidder, staff recommends John H. Larkin, Inc. dba Santa Monica Fence as the best bidder to provide permanent fencing and gate services.

Financial Impacts and Budget Actions

The contract to be awarded to John H. Larkin, Inc. dba Santa Monica Fence is \$179,000 with four additional one-year renewal options, for a total amount not to exceed \$895,000 over a five-year period. Funds are available within existing budgets and would be charged to the appropriate Division or project account based on frequency of usage.

Contract Request		
Request Amount	FY 2019-20 Budget Account #	Total Contract Amount
\$179,000	Various	\$895,000

Prepared By: Heidi Duran, Senior Procurement Analyst

Approved

Forwarded to Council



 Gigi Decavalles-Hughes, Director

2/12/2020



 Rick Cole, City Manager

2/17/2020

Attachments:

- A. John H. Larkin, Inc. dba Santa Monica Fence Oaks Form