



## Staff Reports

---

**File #:** 324-2020, **Version:** 1

---

**To:** Honorable Mayor and Members of City Council

**From:** Phil Brun, Utilities Director

**Prepared By:** Sara Gallegos, Management Analyst II

**TITLE:**

Industrial Plumbing Materials for Water Distribution System Operation

**RECOMMENDED ACTION:**

Authorize the Utilities Director to execute contracts for Fiscal Year 2020-2021 with Pace Supply Corp. in an amount not to exceed \$400,000 for various industrial plumbing materials, for use in City of Napa's potable water distribution system, and determine this action is exempt from CEQA.

**DISCUSSION:**

The Water Division uses various industrial plumbing materials and appurtenances as part of the Water Distribution system operation to provide potable water throughout the City of Napa. To receive competitive prices for plumbing materials, the Water Division consistently requests solicitations from known waterworks suppliers including Pace Supply Corp, R & B Company LLC, Core & Main LP, and more recently Ferguson Waterworks. Pace Supply bids consistently come in lower, materials are more readily available from this local vendor, and shipping delays and costs are minimized.

Historically, the Water Division spends an annual average of \$225,000 with Pace Supply; \$35,000 with R & B Company, LLC; and \$106,000 with Core and Main. These amounts vary from year to year depending on number of unexpected water leaks and scheduled maintenance repair projects.

In order to ensure materials are readily accessible to purchase from these known waterworks vendors, City staff will continue to request competitive solicitations. However, any contracts for materials from R & B Company, Core & Main, or Ferguson Waterworks will be within the contracting authority of the Utilities Director, not to exceed \$125,000 per year. As noted above, since contracts with Pace Supply Corp historically exceed staff's contracting authority, staff recommends that Council authorize the Utilities Director to approve contracts with Pace Supply in an amount not to exceed \$400,000.

**FINANCIAL IMPACTS:**

There are sufficient funds in Water Enterprise Fund operating account 53003-56101 for Fiscal Year 2020-2021 in the amount of \$305,000 for the purchase of materials and supplies required for the potable water distribution system process.

In addition, various Water Distribution Capital Improvement Projects requiring plumbing materials and supplies have sufficient budget as follows:

53105-57601-WD20UT01-57601 - Water Main Rehab/Replacement: \$1,675,000  
53105-57601-WD20UT05-57601 - Hydrant & Valve Rehab/Replacement: \$150,000  
53105-57601-WD20UT06-57601 - Minor Water Main Replacement: \$125,000

**CEQA:**

City staff recommends that the City Council determine that the Recommended Action is exempt from CEQA pursuant to CEQA Guidelines Section 15301(a) (Existing Facilities) which exempts operation, repair, maintenance or minor alteration of existing public or private structures, facilities, mechanical equipment or topographic features involving no expansion of use beyond that previously existing.

**DOCUMENTS ATTACHED:**

None

**NOTIFICATION:**

None