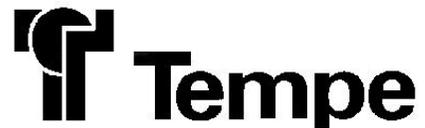


Staff Summary Report



Council Meeting Date:

4/22/10

Agenda Item Number: _____

SUBJECT: Request approval of a one-year renewal of a contract with Keller Electrical Industries, Inc. for the maintenance, repair and purchase of electric motors used in the treatment and delivery of water and wastewater for the Water Utilities Department.

DOCUMENT NAME: 20100422fst04 PURCHASES (1004-001)

COMMENTS: (T08-061-01) Total contract amount shall not exceed \$150,000 for the one year renewal term.

PREPARED BY: Ted Stallings, CPPB, Procurement Officer, 480-350-8617

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516
Don Hawkes, Water Utilities Manager, 480-350-2660

LEGAL REVIEW BY: Dave Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Jerry Hart, CPA, Financial Services Manager, 480-350-8505

FISCAL NOTE: Sufficient funds have been appropriated in various cost centers within the Water/Wastewater Fund for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Approve the renewal of the contract.

ADDITIONAL INFO: Background Information

This contract provides for the maintenance, repair and purchase of electric motors used in production of drinking water and treatment of wastewater. This is the second of four renewal extensions available on this contract.

Contractor Performance

Keller Electrical Industries, Inc. was rated by the Water Utilities Department on the following criteria;

- Personnel responsiveness, cooperation and availability
- Overall quality of products or services delivered
- Timeliness of performance
- Quality of follow up in resolving complaints or problems
- Promptness in submitting accurate invoices

In all categories, Keller Electrical Industries, Inc. received scores indicating they were meeting or exceeding standards as established by the contract. It is the recommendation of the department to renew the contract.

No cost increase has been requested by the Contractor.