

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: ANDREW KOZEL, MATERIALS ASSOCIATE
DAN BAKER, QUALITY CONTROL ASSOCIATE
TRANSPORTATION AND PUBLIC WORKS DEPARTMENT
SUBJECT: WAIVER OF COMPETITIVE BID AND APPROVAL OF
PURCHASE ORDER TO ILLINOIS TOOL WORKS INC FOR AN
INSTRON DX300 COMPRESSION MACHINE

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Transportation and Public Works Department that the Council, by resolution: 1) waive competitive bidding pursuant to City Code Section 3-08.100(D); and 2) approve issuance of a purchase order to Illinois Tool Works, Inc. for an Instron DX300 Compression Testing Machine for the Materials Engineering Laboratory in an amount not to exceed \$112,831.

EXECUTIVE SUMMARY

The Materials Engineering Laboratory has an immediate need to replace the existing compression testing machine to maintain compliance with City of Santa Rosa Materials Engineering Laboratory Quality Assurance Program requirements, along with the declining reliability of our current press that entered City service in 1952, and lack of available parts for maintenance. The Instron DX300 compression testing machine is the identical make and model used solely by Caltrans District Laboratories and recently purchased by the Sonoma County Materials Laboratory. Participation with the Caltrans Reference Sample Program and Independent Assurance Testing with the Sonoma County Lab are necessary for compliance with City of Santa Rosa Materials Engineering Laboratory Quality Assurance Program requirements. Using the same equipment as other local State and County Laboratories allows us to compare and standardize our testing data to ensure accuracy and consistency. The capability of sharing operational and maintenance information with local agencies is beneficial.

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BACKGROUND

The performance features of the Instron DX300 compression testing machine are capable with meeting Caltrans Test Method (CTM) 301 and 366 requirements, as well as ASTM C109 requirements. The machine shall be a 220 KN capacity (minimum) testing press with a spherically seated and free acting upper head that can accommodate shims to lock the head in a horizontal plane. The machine must conform the specifications for tests listed in CTM 301, CTM 366, and ASTM C109. The machine shall connect to a computer to control operation. The machine shall have an exudation indicating device as specified in CTM 301 that allows for recording the applied pressure when exudation occurs. All related equipment and accessories required to perform tests for CTM 301, CTM 366, and ASTM C109 shall be included. The machine shall have a 6.5" diameter platen and testing space that are compatible with CT-366 Stabilometer apparatus, ASTM D2285-19 Ideal CT-Index jig, and ASSHTO T283/ ASTM 6931 Tensile Strength Ratio tests. The Instron DX300 compression testing machine features proprietary software pre-programmed to perform test methods listed above. The supplier for this machine provides on-site training for staff included in the purchase cost.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

Section 3-08.100(D) of the City Code provides that purchases of supplies, material, equipment, and services may be made without recourse to competitive bidding requirements where the source of supply, necessary restrictions in specifications, necessary standardization, quality considerations, or other valid reasons for waiving competition appears.

Under Section 3-08.100(D), the approval of the waiver of competitive bidding must be approved at the same level of authority as set forth in Section 3-08.110 of the City Code. Council is the award authority and is required to approve the waiver of competitive bid.

The City of Santa Rosa Materials Engineering Laboratory has a significant investment in the Materials Engineering Laboratory Quality Assurance Program and mutual participation and sharing operational and maintenance information with the Caltrans Reference Sample Program and Independent Assurances Testing with the Sonoma County Lab is beneficial. Additionally, this identical unit is used by both the Caltrans Reference Sample Program and Independent Assurance Testing with the County of Sonoma, and allows us to compare and standardize our testing data to ensure accuracy and consistency.

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The Transportation and Public Works Department – Materials Engineering Laboratory staff deems it is in the best interest for a waiver of competitive bid and approval of a sole source for the purchase of an Instron DX300 compression testing machine.

FISCAL IMPACT:

This is a one-time expense and does not impact the general fund as funds for this expense are included in the adopted 2022-2023 CIP Budget for JL 54016: Materials Laboratory Equipment Replacement.

ENVIRONMENTAL IMPACT

The proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

ATTACHMENTS

- Resolution / Exhibit A - Instron Quote

CONTACT

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