

BOARD MEETING DATE: September 4, 2015

AGENDA NO. 10

PROPOSAL: Replace Cleveland Range Food Steamer in Cafeteria

SYNOPSIS: The current cafeteria Cleveland Range pressureless convection steamer used for food preparation is over 23 years old. This equipment is at the end of its life cycle and beyond repair. This action is to approve the purchase of a new Cleveland Range pressureless convection steamer in an amount not to exceed \$18,903. Funding for this purchase is available in the Infrastructure Improvement Fund (02).

COMMITTEE: Special Administrative, August 14, 2015; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Procurement Manager to execute a purchase order with Action Sales at a not-to-exceed amount of \$18,903, for the purchase and installation of a new Cleveland Range pressureless convection steamer at SCAQMD's Diamond Bar headquarters Cafeteria.

Barry R. Wallerstein, D.Env.
Executive Officer

WJJ:BJ

Background

During the construction of SCAQMD's headquarters, two Cleveland Range convection steamers were installed in the cafeteria for food preparation. As the equipment started to age and deteriorate, staff started using parts from one of the steamers to keep the other one running. Replacement parts from the second unit have now been depleted, and it is not cost effective to continue ordering new parts for outdated equipment.

Proposal

This action is to authorize the Procurement Manager to execute a purchase order not to exceed \$18,903 with highest-ranked bidder Action Sales for the purchase of

a new Cleveland Range pressureless convection steamer at SCAQMD's Diamond Bar Cafeteria.

Outreach

In accordance with Section IV.B.2 of the SCAQMD Procurement Policy and Procedure, staff solicited informal bids from qualified suppliers of Cleveland Range steamers. Three responsive bids were received and evaluated. Action Sales of the City of Industry was determined to be the lowest responsive bidder and was selected for award at a not-to-exceed price of \$18,903.

Resource Impacts

Funding for this purchase is available in the Infrastructure Improvement Fund (02).