



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: OCTOBER 8, 2024
FROM: MUSEUM DEPARTMENT WARD: 5
SUBJECT: REJECT ALL BIDS FOR BID NO. 8103 FOR NEW WROUGHT IRON FENCING
AT THE HERITAGE HOUSE AND AUTHORIZE STAFF TO RELEASE A REVISED
REQUEST FOR BIDS

ISSUE:

Reject all bids for Bid No. 8103 for new wrought iron fencing at the Heritage House due to the lack of qualified responses and authorize staff to release a revised Request for Bids to obtain qualified responses.

RECOMMENDATIONS:

That the City Council:

1. Reject all bids for Bid No. 8103 for new wrought iron fencing at the Heritage House; and
2. Authorize staff to release a revised Request for Bids.

BACKGROUND:

To enhance site security, the Museum Department, in conjunction with the General Services Department, developed a plan to add additional wrought iron fencing to the perimeter of Heritage House. The new fencing will match the existing wrought iron fencing in front of the Heritage House.

DISCUSSION:

On July 10, 2024, the General Services Department, in conjunction with the City's Purchasing Division, issued Request for Bids (RFB) No. 8103 on the City's Electronic Bidding System, PlanetBids Vendor Portal, and issued a public notice in the Riverside *Press Enterprise* newspaper seeking experienced and qualified contractors to bid for New Wrought Iron Fencing at the Heritage House. The PlanetBids notification was sent to 78 City of Riverside vendors and 500 external vendors and had a total of 49 prospective bidders. A mandatory pre-bid meeting and site visit were held on July 24, 2024, with 9 vendors in attendance. RFB No 8103 closed on August 9, 2024, with three responses received. The Purchasing Division performed a preliminary review of the proposal for responsiveness and concluded that all three bids were non-responsive for the

reasons the in the table below:

Bidder Name	Reason bid deemed non-responsive
Asad Holdings, LLC, dba OrangeBlue	Bid bond missing amount
Goldenwest Fence	Does not meet minimum experience requirement
Quality Fence Company	Did not provide Alternative Bid amount at time of bid, then added when asked to clarify

Thus, the Purchasing Manager deemed the three bids non-responsive. As a result, the Museum Department requests City Council approval the rejection of all bids. General Services, in conjunction with the Museum Department, will reissue the request for bids at a later date.

Purchasing Resolution 24101 Section 507 states “Rejection of Bids. The Manager may in his/her discretion reject any and all Bids, or any segregable portions thereof, for any one or more type of Goods, Services or Construction included in the Specifications when the public interest is served thereby, provided specifically that any potential award does not otherwise require consideration by the Awarding Entity, in which case any rejection or award shall be made by the Awarding Entity. The Awarding Entity may also take any other action permitted by Section 1109 of the City Charter.”

The Purchasing Manager concurs that the recommendation to reject all proposals is in accordance with Purchasing Resolution No. 24101, Section 507.

STRATEGIC PLAN ALIGNMENT:

This item supports Strategic Priority No. 6 – *Infrastructure, Mobility & Connectivity* and supports Goal 6.2 – Maintain, protect, and improve assets and infrastructure within the City’s built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

This item aligns with EACH of the Cross-Cutting Threads of the City’s Strategic Plan as described below:

1. **Community Trust** – The request to reject all proposals is agendized for City Council consideration, ensuring public transparency and creating community trust.
2. **Equity** – All proposals received through PlanetBids are reviewed for completeness and adherence to the proposal requirements, ensuring equitable treatment.
3. **Fiscal Responsibility** – The formal procurement process ensure that the best possible pricing is obtained.
4. **Innovation** – Planning this project uses a new approach to site security by adding new wrought iron fencing while maintaining existing historic wood fencing.
5. **Sustainability and Resiliency** – All General Services Department capital projects are planned with sustainability and resiliency in mind.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

Prepared by: Ann Lovell, Manager of Operations
Approved by: Robyn G. Peterson, Ph.D., Museum Director
Certified as to
availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by: Edward Enriquez, Assistant City Manager/Chief Financial Officer/
Treasurer
Approved as to form: Phaedra A. Norton, City Attorney

Attachment: Bid Rejection Recommendation