

RESOLUTION NO. 20-4
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT
APPROVING AN AMENDMENT TO APPENDIX M –
BID PROCUREMENT AND CHANGE ORDER POLICY
OF THE PALMDALE WATER DISTRICT’S RULES AND REGULATIONS

WHEREAS, Appendix M – Bid Procurement and Change Order Policy of the Palmdale Water District’s Rules and Regulations establishes the manner of calling for bids and letting contracts for the performance of work for the District or the acquisition of materials or equipment.

WHEREAS, the Palmdale Water District (District) would like to be more environmentally conscientious, progressive towards sustainability, and update policies adopted by the Board in 1990. Electronic bidding will achieve these goals by giving the ability to District staff to develop bids and contractors to submit bids electronically to a secure web-based bidding service. The amended policy will allow a greater efficiency in the distribution of bid documents and access to a greater number of bidders.

WHEREAS, the District would like to update Appendix M – the Bid Procurement and Change Order Policy of the District’s Rules and Regulations to update the allowable cost to be more current to the worth of the dollar today. The policy is updated for work costs based upon the Construction Cost Index (CCI) as reported by the Engineering News Record (ENR) by the percentage increase of the indexes from December 1990 and December 2019.

WHEREAS, in accordance with said December 2019 CCI as reported by the ENR and as stated in said Appendix M, the General Manager shall have the authority to authorize all contracts for any work or unit of work and all acquisitions of materials or equipment estimated to cost or to have a value when completed of less than \$6,000.00.

WHEREAS, in accordance with said December 2019 CCI as reported by the ENR and as stated in said Appendix M, the appropriate Board Committee shall have the authority to authorize all contracts for any work or unit of work and all acquisitions of materials or equipment having been submitted by either informal or formal bids estimated to cost or to have a value when completed of more than \$6,000.00 but no more than \$50,000.00.

WHEREAS, in accordance with said December 2019 CCI as reported by the ENR, except as otherwise stated in said Appendix M, all contracts for any improvement, job, construction project, or unit of work and all acquisitions of material or equipment estimated to cost or to have a value when completed in excess of \$50,000.00 shall be let to the lowest responsible bidder in the manner described in said Appendix M.

NOW THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Notwithstanding any contrary provision in Article 17 of the Palmdale Water District’s Rules and Regulations, the use of electronic media is authorized for any formal and informal bidding process pursuant to said Appendix M, including without limitation, submission,

identification, opening and reporting of bids electronically ("electronic bidding"; "E-Bid"), provided that it be in accordance with state law. Electronic bidding shall include measures as the District deems appropriate for security of the bidding, approval, and award processes and accurate retrieval or conversion of electronic information into a medium which permits inspection and copying. All electronic bids shall be submitted in a manner set forth in the Notice Inviting Bids and/or the bid instructions.

SECTION 2. The District may, in its sole discretion, require electronic bidding for any informal and formal bids authorized under Article 17 of the Palmdale Water District's Rules and Regulations. If the District elects to use electronic bidding, then all bids must be submitted electronically consistent with the Notice Inviting Bids and/or bid instructions. If electronic bidding is not selected, then no bids may be submitted electronically at a date, time and place.

SECTION 3. The District shall adjust said Appendix M for the allowable amounts in the policy by the percentage increase per said 2019 Construction Cost Index as reported by the Engineering News Record.

PASSED, APPROVED AND ADOPTED THIS: 24th day of February 2020.



Vincent Dino, President
Board of Directors
Palmdale Water District



Don Wilson, Secretary
Board of Directors
Palmdale Water District

APPROVED AS TO FORM:



Aleshire & Wynder. LLP
District General Counsel