



*City of Arts & Innovation*

# City Council Memorandum

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**TO: HONORABLE MAYOR AND CITY COUNCIL                      DATE: OCTOBER 25, 2022**

**FROM: PUBLIC UTILITIES DEPARTMENT                              WARDS: ALL**

**SUBJECT: RESOLUTION WAIVING FORMAL BIDDING REQUIREMENTS AND  
DECLARING EMERGENCY REPAIR WORK OF GARNER WELL C AN URGENT  
NECESSITY FOR THE PRESERVATION OF LIFE, HEALTH OR PROPERTY AND  
WAIVING FORMAL PUBLIC BIDDING REQUIREMENTS IN ACCORDANCE  
WITH SECTION 1109 OF THE CITY CHARTER**

**ISSUE:**

Recommend that the City Council adopt a Resolution waving the formal bidding requirements and declaring the emergency repair work of Garner Well C an urgent necessity for the preservation of life, health or property and waiving the formal public bidding requirements in accordance with Section 1109 of the City Charter.

**RECOMMENDATION:**

That the City Council, with at least five affirmative votes, adopt the attached Resolution declaring the Emergency Repair Work of Garner Well C an urgent necessity for the preservation of life, health or property and waiving the formal public bidding requirements in accordance with Section 1109 of the City Charter.

**BOARD RECOMMENDATION:**

On September 12, 2022, the Board of Public Utilities voted to recommend waiving formal bidding requirements and approved Work Order No. 2226556 in the amount of \$88,282.84 for the emergency repair work of Garner Well C.

**BACKGROUND:**

The Garner Well Tract are critical water wells located in the North Orange Area of the City and all are needed during the high-water demand season. The Garner Well C was constructed in 1986 and is one of three water wells in this tract. The well is responsible for producing four million gallons of water each day. Water levels in this area have been dropping over the last 10 years, leading to a general decline in the well's water production.

Section 1202(b) (2) of Article XII of the Riverside City Charter provides the following: “[A] purchase, or acquisition, construction, extension, enlargement, diminution or curtailment may be made without prior approval... (2) if there is an urgent necessity to preserve life, health or property (i) as determined by the Director of Public Utilities or (ii) if the amount exceeds \$100,000 by the Director of Public Utilities and the City Manager. As soon as practicable thereafter, the Director of Public Utilities shall take the matter under Section 1202(b)(2) to the Board of Public Utilities for ratification.”

The Purchasing Manager, the City Manager and the Public Utilities General Manager (referred to in the Charter as “Director”) approved the emergency construction contract to repair the well.

## **DISCUSSION:**

On May 24, 2022, during a routine maintenance inspection, the maintenance crew reported that the amount of water being drawn into the pump was at a critical level. At that time, it was noted that the well had been operating at a minimum flow rate due to decreasing water levels in the area.

On May 25, 2022, the crew noticed that the well was losing water suction every 15 seconds. At that time a decision was made to shut down the well causing a decrease in water to the City’s water infrastructure.

On May 26, 2022, RPU’s asset management team contacted Tri-County Pump and requested an inspection of the well. Tri-County’s inspection determined that the well would need to be reconfigured to accommodate the decreasing water level. The report indicated that the pump bowl assembly and column pipe would need to be replaced to lower the pump bowl an additional 105 feet into the well. To accommodate the lower setting, a smaller column pipe will need to be installed to fit in the narrowing well casing and the pump flow would need to be reduced from 2500 GPM to 2000 GPM.

Tri County Pump Company provided an estimate to repair in the amount of \$88,282.84. This includes the replacement of the pump bowl, column pipe, retainers, and other necessary hardware.

To meet the high-water demand of the summer, staff did not have time to competitively procure the work for the project through an advertisement for bids. Due to the emergency nature of this project, RPU’s General Manager gave the authorization to repair Garner Well C in accordance with Purchasing Resolution No. 23812 Section 702, which states, “Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required in the any of the following circumstances: ...(a) When an emergency arises and Emergency Procurement is undertaken pursuant to Article Three hereof...”. Article Three of Purchasing Resolution 23812 defines the circumstances under which an emergency procurement may be declared, and Section 302(c) states “For urgent purchases relating to Riverside Public Utilities, Article XII, Section 1202(b) of the City’s Charter applies and shall be followed. Section 302(d) further states that “For urgent purchases as defined by Article XI, Section 1109 relating to Public Works Contracts over \$50,000; urgent items procured while not following Competitive Procurement, in order to preserve life, health or property, shall be authorized by resolution passed by at least five affirmative votes of the City Council and the resolution must contain a declaration of the facts constituting such urgency”.

RPU’s well contractor Tri-County Pump Company was contracted to start the repairs under an

existing Board-approved contract which provides funding of \$400,000 over the course of two years. Board approval is required for any projects that exceed \$50,000.00. The total project cost to repair the well is \$88,282.84.

The Purchasing Manager concurs that the recommendation is in compliance with Purchasing Resolution No. 23812.

### **STRATEGIC PLAN ALIGNMENT:**

This item contributes to **Strategic Priority 4 - Environmental Stewardship** and **Goal 4.2:** Sustainably manage local water resources to maximize reliability and advance water reuse to ensure safe, reliable, and affordable water to our community.

The item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – Customers receive safe, reliable drinking water.
2. **Equity** – The Garner Well C facility produces potable water to Riverside’s water infrastructure ensuring safe and reliable water for all members of the community.
3. **Fiscal Responsibility** – This item is neutral toward this Cross-Cutting Thread.
4. **Innovation** – Through the collaborative partnership with a local contractor, we were able to provide a quick response in repairing the water well facility with no impact on Riverside’s water service to the community.
5. **Sustainability & Resiliency** – Present needs are met utilizing an existing local water source in a sustainable matter from the prioritization of groundwater sources.

### **FISCAL IMPACT:**

The total fiscal impact of this repair was \$88,282.84. Funds were expended from the Water Fund, CIP-Wells & Trans Maintenance Program, Facility Rehabilitation expenditure account 6230100-470803

Prepared by: Todd M. Corbin, Utilities General Manager  
Certified as to  
availability of funds: Edward Enriquez, Interim Assistant City Manager/Chief Financial Officer/City Treasurer  
Approved by: Kris Martinez, Assistant City Manager  
Approved as to form: Phaedra A. Norton, City Attorney

Attachments:  
1. Resolution  
2. Presentation