



# City Council Memorandum

*City of Arts & Innovation*

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**TO: HONORABLE MAYOR AND CITY COUNCIL                      DATE: JULY 2, 2024**

**FROM: PUBLIC WORKS DEPARTMENT                                      WARDS: ALL**

**SUBJECT: FIRST AMENDMENT TO SERVICES AGREEMENT FOR ON-CALL REPAIR, MAINTENANCE, AND SERVICES FOR VARIOUS SEWER LIFT STATION PUMPS WITH FLO-SERVICES, INC., OF BURBANK, CALIFORNIA, EXTENDING THE TERM THROUGH JUNE 30, 2025, IN THE AMOUNT OF \$275,000 FOR A TOTAL CONTRACT AMOUNT OF \$425,000**

**ISSUE:**

Approve the First Amendment to Services Agreement for on-call repair, maintenance, and service for various sewer lift station pumps with Flo-Services, Inc., of Burbank, California, extending the term through June 30, 2025, in the amount of \$275,000 for a total contract amount of \$425,000.

**RECOMMENDATIONS:**

That the City Council:

1. Approve a Services Agreement for on-call repair, maintenance, and service for various sewer lift station pumps with Flo-Services, Inc., of Burbank, California, extending the term through June 30, 2025, in the amount of \$275,000 for a total contract amount of \$425,000; and
2. Authorize the City Manager, or designee, to execute the First Amendment to the Services Agreement and any additional documents necessary for the Agreement, including amendments, extensions and making minor and non-substantive changes.

**BACKGROUND:**

The Public Works Department Wastewater Division is responsible for the collection and treatment of wastewater generated within the City of Riverside and the communities of Edgemont, Highgrove, Jurupa, and Rubidoux. Wastewater is conveyed to the Riverside Water Quality Control Plant (RWQCP) so that it can be reused for irrigation or discharged into the Santa Ana River in accordance with the federal, state, and local regulations.

The Wastewater Division Collections Section (Collections) operates and maintains sewer lines, manholes, and pump stations which comprise the wastewater collection system. As part of its

routine work, collections clean and repairs sewer lines and manholes, responds to emergency sewer overflows, and operations 19 offsite sewer lift stations.

On June 6, 2023, City Council awarded contract agreement with Flo-Services, Inc., of Burbank, California, for on-call repair, maintenance, and services for various sewer lift station pumps for a two-year term in an amount not to exceed \$150,000.

## **DISCUSSION:**

Lift stations pump wastewater from a lower to higher elevation so that it can flow downhill to the treatment facility. Key components of a lift station include a wastewater receiving well, pumps, piping, valves, and an equipment control panel with an alarm system. Pumps are the primary and most critical elements of a sewer lift station. As an example, four Fairbanks Morse brand pumps operate in continual rotation at the Wood Road Sewer Lift Station, the City's second largest, to serve the Orangecrest and Mission Grove neighborhoods.

Most pumps have specialized parts, which must be maintained to manufacturer specifications to ensure performance. If not properly maintained, pumps could malfunction, resulting in failure or severe damage to parts. This malfunction could potentially lead to a violation of waste discharge requirements from the State of California, or yield penalties from regulatory agencies, Flo-Services, Inc., is the original equipment manufacturer factory authorized services provider for Fairbanks Nijhuis (Formerly Fairbanks Morse) pumps which many Southern California and Nevada agencies utilize. On-call maintenance and repair services by the factory authorized services provider ensures pumps are maintained to a set standard and remain available for effective and reliable use.

Purchasing Resolution 24101 Section 1104 "Change Orders" States that "Modifications to a Purchase Order shall be made only by Change Order. Subject to the availability of funds, Change Orders may be utilized for purposes of....(2) modifying unit prices, [or]... (5) modifying contract completion time or the term of a Contract...Unless otherwise specifically authorized by the Awarding Entity, Change Orders which cumulatively exceed the following will require Awarding Entity approval; (b) Any Change Order which causes the contract price to exceed the authorization in section 203 hereof, if the Contract and/or Purchase Order was not previously approved by the Awarding Entity."

The Purchasing Manager concurs that the recommendations to approve the agreement comply with Purchasing Resolution 24101, Section 1104(2), (5), and (b).

## **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.**

1. **Community Trust** – Maintaining the wastewater treatment and collections systems serves the public interest and supports clean water in the community and environment.
2. **Equity** – This effort supports clean water, public health, and resource recovery throughout the City.

3. **Fiscal Responsibility** – Provides a quality public service to all residents in a fiscally responsible way.
4. **Innovation** – This action is neutral towards this Cross-Cutting Thread.
5. **Sustainability & Resiliency** – Proper operation and maintenance of the wastewater system contributes to the sustainability of the City’s and region’s local water resources and environment.

**FISCAL IMPACT:**

The total fiscal impact of the action is \$275,000. Sufficient funds are included in the FY 2024-2026 Proposed Biennial Budget, Sewer Fund, Sewer Collection Systems Maintenance, Professional Services account number 4125100-421000, that is scheduled for adoption by the City Council on June 25, 2024.

Prepared by:	Valerie Espinoza, Senior Administrative Analyst
Approved by:	Gilbert Hernandez, Public Works Director
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	Phaedra A. Norton, City Attorney

Attachment: First Amendment to Services Agreement