



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE:** JUNE 27, 2016

**ITEM NO:** 9

**SUBJECT:** IMPROVEMENTS TO THE UTILITY OPERATIONS CENTER WOMEN AND MEN'S LOCKER ROOMS – APPROVAL TO PURCHASE FURNITURE FROM G/M BUSINESS INTERIORS OF RIVERSIDE, CA, IN ACCORDANCE WITH PURCHASING RESOLUTION NO. 22576, SECTION 201 (G) IN THE AMOUNT OF \$323,829 AND AUTHORIZE WORK ORDER NO. 1606361 FOR \$362,829

**ISSUES:**

The items for Board of Public Utilities consideration are to approve the purchase furniture from G/M Business Interiors in accordance with Purchasing Resolution No. 22576, Section 201 (g); and approve Work Order No. 1606361 in the amount of \$362,829.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Approve the issuance of a purchase order in the amount of \$323,829 to G/M Business Interiors for the procurement of furniture including lockers and benches in accordance with Purchasing Resolution No. 22576, Section 201 (g); and
2. Authorize the estimated capital expenditure for Work Order No. 1606361 in the amount of \$362,829.

**BACKGROUND:**

The Utilities Operations Center was completed in 1996 and the men's and women's locker rooms are original to the building. The current lockers do not meet the needs of Electric and Water field personnel to accommodate their standard issued uniforms, the size of the required equipment bag for the Electric Power Line Technicians, and there is no secure space for employee's personal items. There are not enough lockers to accommodate all of the field personnel and therefore, a makeshift locker room was set up in Building B which needs to be addressed. The lighting in the locker rooms is insufficient and there is limited seating available for staff to use in preparation of going out into the field.

The improvement project includes upgrading to new LED lighting, painting, replace ceiling tiles, install non-slip flooring, replace and enhance bench seating, as well as installation of new lockers that have been specified to meet the needs of both the Electric and Water field personnel. For example, the Electric lineman need a deeper locker to accommodate their equipment bag that is approximately 29 inches in length and weighs 50 pounds. Comparatively, Water staff do not carry equipment bags and can have a smaller locker to house their uniform and other personal effects.

The construction which includes new and upgraded lighting, painting and replacement of ceiling tiles to meet current safety standards will be done by in-house building maintenance staff. The flooring will be completed by a contractor; the cost is less than \$50,000 and will be procured in accordance with Purchasing Resolution No. 22576.

The purchase of 161 lockers is a total of \$323,829 and includes 82 lockers for the Electric Division which includes Power Line Technicians and Substation Electricians; 72 lockers for the Water Division which includes Field Helpers, Pipefitters, Troubleshooters, and System Operators; and 7 lockers for the women's locker room.

Purchasing Resolution No. 22576, Section 201 (g) allows for a competitive procurement exemption when goods or services can be procured from a contractor who offers the same or better price, terms and conditions as the contractor previously offered as the lowest responsible bidder under competitive procurement or negotiations constructed by the City or another public agency, provided that, in the opinion of the Purchasing Services Manager, it is in the best interests of the City to do so. In this case, the City is using the pre-negotiated terms for furniture purchases with G/M Business Interiors (GMBI) using the County of Riverside contract and the Purchasing Services Manager concurs.

**FISCAL IMPACT:**

The total estimated cost for the improvements to Utilities Operation Center locker rooms is \$362,829 as summarized below:

DESCRIPTION	AMOUNT
GMBI Furniture	\$323,829
Flooring	\$13,000
In-House Construction	\$26,000
<b>Work Order Total</b>	<b>\$362,829</b>

Sufficient funds are available in the Office Furniture and Equipment Account No. 6000010-462300 (\$323,829) and Building and Improvements Account No. 6000010-462050 (\$39,000).

Prepared by: Laura M. Chavez-Nomura, Utilities Assistant General Manager/Finance  
Approved by: Girish Balachandran, Utilities General Manager  
Approved by: John A. Russo, City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Certifies availability  
of funds: Laura M. Chavez-Nomura, Utilities Assistant General Manager/Finance

Attachment: Locker Room Designs