



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: OCTOBER 4, 2016**

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

SUBJECT: AWARD BID NO. 7428 FOR THE PURCHASE OF TWO LAND SURVEYING EQUIPMENT SYSTEMS TO ALLEN INSTRUMENTS AND SUPPLIES LLC, IN THE AMOUNT OF \$200,112.02

ISSUE:

Award of Bid No. 7428 for the purchase of two land surveying equipment systems to Allen Instruments and Supplies, LLC, in the amount of \$200,112.02

RECOMMENDATION:

That the City Council award Bid No. 7428 for the purchase of two land surveying equipment systems to Allen Instruments and Supplies, LLC of Anaheim, CA, in the amount of \$200,112.02.

BOARD RECOMMENDATION:

On August 8, 2016, the Board of Public Utilities approved a capital expenditure in the amount of \$125,000 for replacement of land surveying equipment that benefits the Riverside Public Utilities Department. The Board of Public Utilities voted unanimously 7-0 (1 absent) to approve the capital expenditure.

BACKGROUND:

The Public Works Department performs in-house engineering design and construction management services for many capital improvement projects for both Public Works and Riverside Public Utilities (RPU). These designs are based upon land surveys of the project site performed by a licensed land surveyor. The survey provides precise locations of existing features such as trees, street lights, electrical poles and other fixed objects and assists in locating underground utilities and property lines. In addition, once the design is complete and a contractor is hired, the surveyor provides markings and other information needed to contractors constructing the projects.

There are two full time crews; one dedicated to City work, and the second, primarily dedicated to RPU projects. In 2006, in order to receive timely service, RPU funded the second land survey crew in Public Works and provided the second crew with the necessary land surveying equipment system and vehicle. In analyzing the options, RPU found that outfitting and utilizing a Public Works survey crew is more cost effective than hiring outside consultants, especially considering

a variety of factors, including economical rates, previous work throughout the City of Riverside and institutional knowledge.

Since 2006, RPU has benefitted from the second land survey crew and have expressed a desire to continue the partnership with Public Works.

DISCUSSION:

Both land surveying systems serving Public Works and RPU were purchased in 2006, and are now over ten years old. Repair and replacement parts are not readily available, and the equipment software is no longer supported. The equipment has become worn and outdated and needs to be replaced. The replacement equipment will consist of industry standard high precision land surveying equipment. Public Works will take the lead to procure the replacement equipment. The purchase of two replacement land surveying systems will help ensure that both Public Works and RPU continue to receive accurate and expedient land surveying service.

Bids for the two systems were solicited through the City's Purchasing Division. One bid was received in the amount of \$200,112.02, from Allen Instruments and Supplies, LLC of Anaheim, CA. One system will be funded by Public Works and the second will be funded by RPU.

Department	Account Number	Account Name	Amount
Public Works	4115000 – 462200	Public Works City Engineering Svcs – Machine & Equipment	\$100,056.01
Public Utilities	6230000 – 470707	Water Fund, Water Main Replacement	\$100,056.01
		Total Cost	\$200,112.02

The Public Utilities General Manager and Purchasing Services Manager both concur with the recommendation of this bid award.

FISCAL IMPACT:

The total fiscal impact is \$200,112.02. Public Works has sufficient funding in Public Works City Engineering Services – Machine & Equipment account number 4115000 – 462200, and Public Utilities Department has sufficient funding in the Water Fund, Water Main Replacement account number 6230000 – 470707, to cover the equally shared cost of this equipment replacement.

Prepared by: Kris Martinez, Public Works Director
 Certified as to availability of funds: Scott G. Miller, PhD, Chief Financial Officer/City Treasurer
 Approved by: Al Zelinka, FAICP, Assistant City Manager
 Approved as to form: Gary G. Geuss, City Attorney

Attachment:

1. Bid No. 7428 Award Recommendation
2. Public Utilities Board Meeting Minutes, August 8, 2016