

RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: FEBRUARY 12, 2018

ITEM NO: 8

SUBJECT: REQUEST FOR PROPOSAL NO. 1745 - SERVICES AGREEMENT FOR PUMP EFFICIENCY AND METER TESTING WITH JON R. LEE AND MARTHA L. LEE DBA PUMP CHECK, OF RIVERSIDE, CALIFORNIA FOR A TERM TO FEBRUARY 1, 2020 WITH AN ADDITIONAL ONE YEAR EXTENSION, FOR AN AMOUNT NOT-TO-EXCEED \$265,000

ISSUES:

Approve a Services Agreement for Pump Efficiency and Meter Testing with Jon R. Lee and Martha L. Lee DBA Pump Check, of Riverside, California, from Request for Proposals No. 1745, for a term to February 1, 2020, with an optional one year extension, for an amount not-to-exceed \$265,000.

RECOMMENDATIONS:

That the Board of Public Utilities:

1. Approve a Services Agreement for Pump Efficiency and Meter Testing with Jon R. Lee and Martha L. Lee DBA Pump Check, of Riverside, California, for a term to February 1, 2020, with an optional one year extension, for an amount not-to-exceed \$265,000; and
2. Authorize the City Manager, or his designee, to execute the Services Agreement with Jon R. Lee and Martha L. Lee DBA Pump Check, including making minor and non-substantive changes including the optional one year contract extension.

BACKGROUND:

The City of Riverside Public Utilities Department (RPU) owns and operates approximately 44 booster stations and 66 irrigation and domestic groundwater wells as part of its water conveyance system. In total, these facilities are equipped with nearly 216 pumps of various types and sizes, and nearly all of these pumps are equipped with a production meter to monitor the volume of water pumped.

If order to ensure the pumps are operating efficiently and the production meters are functioning accurately, RPU hires a consultant with the expertise and specialized equipment needed to test the pumps and meters on an ongoing basis. The previous professional services contract for Pump Efficiency and Meter Testing Services has expired, and staff desires to hire a consultant for the next term.

DISCUSSION:

Over time, pump efficiencies decline due to wear and tear of their mechanical components. As pumps become less efficient, the respective operating costs increase due to the higher amount of energy required

to operate the pumps. Declining groundwater levels also contribute to a decrease in pump efficiencies. Well pumps are designed to operate efficiently within certain parameters, including a particular groundwater depth. As groundwater levels change over time, the pumps begin to operate outside their optimal efficiency range thereby using more energy to pump the same amount of water.

In addition, production meters need to be tested regularly to ensure they are accurately reporting the volume of water that passes through them. Once tested, production meters found to be outside of tolerance are calibrated then retested to confirm their required accuracy. The results and calibration reports are submitted to the State Water Resources Control Board as required by state regulations.

By conducting regular efficiency and calibration tests of its pumps and meters, RPU is able to optimize system operations to minimize energy costs and ensure accurate and reliable meter readings.

Consultant Selection

On September 8, 2017, the Purchasing Division of the City of Riverside's Finance Department posted a Request for Proposal (RFP) for Pump Efficiency and Meter Testing Services on the City's public facing purchasing website. Proposals were due on October 3, 2017, and one proposal was received from Jon R. Lee and Martha L. Lee DBA Pump Check (Pump Check), of Riverside, California. Only one proposal was received due to the specialized nature of the work and the small pool of qualified companies readily available in the inland empire area. The selection committee, consisting of key staff members from RPU, reviewed the proposal based on the criteria described in the RFP and determined that Pump Check meets the requirements necessary to perform the work. Pump Check has successfully performed these same services for RPU in the past.

Staff negotiated a Services Agreement with Pump Check in an amount not-to-exceed of \$265,000 which is expected to cover RPU's Pump Efficiency and Meter Testing needs through February 2020.

The Purchasing Manager concurs that the recommended action is in compliance with the current Purchasing Resolution.

FISCAL IMPACT:

The total fiscal impact is an amount not-to-exceed \$265,000. Sufficient funds are available in the Public Utilities' Water Operation Division Account No. 6200000-421000.

Prepared by: Michael L. Plinski, Utilities Interim Assistant General Manager/Water
Approved by: Todd L. Jorgenson, Utilities Interim General Manager
Approved by: John A. Russo, City Manager
Approved as to form: Gary G. Geuss, City Attorney

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

Attachments:

1. Presentation
2. RFP Award Recommendation
3. Professional Services Agreement