

RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: APRIL 23, 2018

ITEM NO: 9

SUBJECT: RFP NO. 1720 SERVICES AGREEMENT FOR BOOSTER STATION PUMP AND MOTOR REPAIRS WITH LEGEND PUMP & WELL SERVICE, INC., OF RIVERSIDE, CALIFORNIA FOR A TERM OF THREE YEARS, FOR AN AMOUNT NOT-TO-EXCEED \$500,000

ISSUE:

Approve a Services Agreement, Request for Proposals No. 1720, with Legend Pump & Well Service, Inc., of Riverside, California, for a term of three years, for an amount not-to-exceed \$500,000 for booster station pump and motor repairs.

RECOMMENDATIONS:

That the Board of Public Utilities:

1. Approve a Services Agreement with Legend Pump & Well Service, Inc., of Riverside, California, from Request for Proposals No. 1720, for a three-year term, for an amount not-to-exceed \$500,000; and
2. Authorize the City Manager, or his designee, to execute the Services Agreement with Legend Pump & Well Service, Inc., including making minor and non-substantive changes and to sign all documents and instruments necessary to complete the transactions.

BACKGROUND:

Among other critical facilities, Riverside Public Utilities (RPU) owns and operates approximately 44 booster stations and 66 irrigation and domestic wells. These facilities are equipped with approximately 216 pumps and motors, chemical pumps, valves, tanks, electrical panel controls, and the like. Mechanical and electrical equipment is running 24/7 and is in constant need of maintenance and rehabilitation and/or repairs. Booster stations in particular require attention, as they maintain the necessary pressure in the distribution system to supply adequate water to residents. In order to ensure this adequate water supply and prevent service interruptions to RPU customers, it is imperative to hire a contractor with the expertise and specialized equipment needed to repair the pumps and motors on an ongoing basis.

DISCUSSION:

It is crucial for RPU to hire a contractor for urgent repairs of pump and motors in order to provide continuous pressure in all zones. Routine maintenance projects will generally entail having a contractor pull and inspect the damaged pump and motor. The contractor then prepares a report to RPU water operations staff with a recommendation to either rebuild or replace pump and motor components such as

bearings, shaft, couplings, and impellers. After Water Operations staff reviews and approves the recommendation, they then proceed with the needed repairs. Motor repairs may include rebuilding or replacing motor windings, rotor, space heaters, thermistor sensors, and many other items.

Staff expects to use the contractor for routine maintenance projects in which City forces do not have the ability or the capacity to repair the equipment within the time period required. Repairs will not exceed \$50,000 per project. Projects over \$50,000 will go through the normal formal bidding and award process. Staff will report all project repair activities on a monthly basis to the Board of Public Utilities.

Contractor Selection

On December 19, 2017, the Purchasing Division posted a Request for Proposals (RFP) No. 1720 for Services for Booster Station Pump and Motor Repairs on the public facing purchasing website. Proposals were due on January 8, 2018. Two vendors submitted proposals as summarized in the table below:

Contractor:	Location
1. Legend Pump & Well Service, Inc.	Riverside, CA
2. Tri County Pump Company	San Bernardino, CA

Key staff members from RPU reviewed the proposals based on the criteria described in the RFP. Staff utilized a predetermined scoring methodology, as outlined in the RFP, to rank the contractors. Based on the final scores staff recommends Legend Pump & Well Service, Inc. as the best contractor to perform the work based on their qualifications, experience, project approach, and ability to meet necessary repair requests promptly at a fair and reasonable cost that would not fluctuate for the next three years. Staff negotiated a services agreement for this work with Legend Pump & Well Service, Inc. in the amount of \$500,000 based on a fixed hourly rate.

The Purchasing Manager concurs that the recommended actions comply with Purchasing Resolution No. 23256.

FISCAL IMPACT:

The estimated annual fiscal impact is not expected to exceed \$167,000, for a total of \$500,000 over three years. Sufficient funds are included in the Public Utilities Facilities Rehab Account No. 6230000-470803, in fiscal year 2018/19 and 2019/20 budgets, pending Board of Public Utilities approval on April 23, 2018, and City Council approval in June 2018. The subsequent year will be budgeted as part of the budget process.

Prepared by: Michael L. Plinski, Interim Utilities Assistant General Manager/Water
Approved by: Todd L. Jorgenson, Interim 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. Nomura, Utilities Assistant General Manager/Finance & Administration

Attachments:

1. Presentation
2. Award Recommendation
3. Services Agreement