



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JUNE 18, 2019**

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

SUBJECT: RIVERSIDE WATER QUALITY CONTROL PLANT—THIRD AMENDMENT TO MAINTENANCE AGREEMENT FOR QUARTERLY ONSITE CALIBRATION OF FLO-DAR INFLUENT FLOW METERS WITH UTILITY SYSTEMS SCIENCE AND SOFTWARE, INC., OF SANTA ANA, CALIFORNIA, TO EXTEND THE AGREEMENT TO JUNE 30, 2022 AND INCREASE THE AMOUNT BY \$73,860 FOR A TOTAL AMOUNT NOT TO EXCEED \$158,980

ISSUE:

Approve the Third Amendment to Maintenance Agreement for Quarterly Onsite Calibration of Flo-Dar Influent Flow Meters at the Riverside Water Quality Control Plant with Utility Systems Science and Software, Inc. of Santa Ana, California, to extend the agreement to June 30, 2022 by \$73,860 for a total amount not to exceed \$158,980.

RECOMMENDATIONS:

That the City Council:

1. Approve the Third Amendment to Maintenance Agreement for Quarterly Onsite Calibration of Flo-Dar Influent Flow Meters with Utility Systems Science and Software, Inc., for the period of July 1, 2019 to June 30, 2022 and increase the amount by \$73,860 for a total amount not to exceed \$158,980; and
2. Authorize the City Manager, or his designee, to execute the Third Amendment to Maintenance Agreement for Quarterly Onsite Calibration of Flo-Dar Influent Flow Meters with US3, including making minor and non-substantive changes.

BACKGROUND:

On September 8, 2016, the City of Riverside entered an agreement with Utility Systems Science and Software, Inc. (US3) through a sole source justification process. The Agreement was amended on June 8, 2017 and again on June 20, 2018.

The Riverside Water Quality Control Plant uses US3 for onsite engineering support services to check the calibration of Flo-Dar influent flow meters. Additionally, US3 provides engineering support services for the lift station, Motorola radio telemetry units (RTU), antennas, and MOSCAD/ACE RTU.

Sewer lift stations are remotely monitored to ensure normal operation. The SCADA system achieves control at each of the lift stations by stand-alone RTUs. Typical data monitored at these sites includes pump status (current draw/speed), canal and wet-well levels, rainfall rates, radio signal level, and flow rates. SCADA nodes at pumping stations provide information to users on a real-time basis. The SCADA system provides backup pump control and remote lift station monitoring. The Flo-Dar influent flow meters are an internal requirement of a regional agreement with Rubidoux, Jurupa and Edgemont Community Service Districts for monthly flow and surcharge billing. It is imperative that the flow meters are calibrated so that billing is based on accurate flow readings.

Additionally, the Riverside Water Quality Control Plant must provide an annual calibration certificate to the State Water Resources Control Board. Failure to provide a certified calibration certificate could result in a "Failure to Comply" citation and possible fines from regulatory agencies. Certified calibration reports provided by US3 ensure that WQCP Operators can monitor treatment process variables accurately.

DISCUSSION:

US3 is the only vendor authorized to calibrate and service the Flo-Dar influent flow meters. US3 is also the only vendor authorized for Motorola RTU's and antennas. Considering this, US3 is uniquely qualified to perform the required services.

The Public Works Department recommends entering into the Third Amendment with US3 for meter services for Sewer Utilities by use of Section 702(g) within Purchasing Resolution 23256 which allows for services to "be Procured from a Contractor who offers the same or better price, terms and conditions as the Contractor previously offered as the Lowest Responsive Bidder under Competitive Procurement or negotiations conducted by the City or another public agency, provided that, in the opinion of the Manager, it is in the best interests of the City to do so". US3 has been timely in responding to the needs of the WQCP under the existing agreement and have provided fair pricing for the period of July 1, 2019 to June 30, 2022.

The Purchasing Manager concurs that the recommendation to approve the amendment is in compliance with Purchasing Resolution 23256.

FISCAL IMPACT:

The fiscal impact of the quarterly onsite calibration of Flo-Dar influent flow meters is \$73,860. Sufficient funding for the 2019/20 fiscal year is available in the Public Works Department budget, Account Numbers 4125100–421000, 4125410-421000 and 4125420-421000. Appropriations for future fiscal years will be included in the Department's Budget submissions for fiscal years 2020/21 and 2021/22.

Prepared by: Kris Martinez, Public Works Director
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by: Rafael Guzman, Assistant City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachment: Third Amendment to Maintenance Agreement