



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE:** OCTOBER 26, 2020

**ITEM NO:** 7

**SUBJECT: IMPROVEMENTS TO THE UTILITIES OPERATIONS CENTER BUILDING “A”  
WATER OPERATIONS PROJECT MANAGEMENT TEAM WORK AREA –  
AUTHORIZE WORK ORDER NO. 2105858 IN THE AMOUNT OF \$60,000**

**ISSUE:**

Consider approval of Work Order No. 2105858 in the amount of \$60,000 for improvement to the Utilities Operations Center Building “A” Water Operations Project Management Team work area.

**RECOMMENDATION:**

That the Board of Public Utilities approve Work Order No. 2105858 in the amount of \$60,000 for improvement to the Utilities Operations Center Building A Water Operations Project Management Team work area.

**BACKGROUND:**

The Utilities Operations Center was completed in 1996. The facility includes the primary building constructed as office and assembly (conference) facilities, Building “A”, and a primarily warehouse facility, Building “B”. Since that time, the Water Operations Division staff at this site has increased by approximately 40 employees necessitating the need to make improvements to Building “A”, Second Floor, in order to provide a conducive working environment for employees.

**DISCUSSION:**

The construction component of the work includes the demolition of a non-load bearing wall and raised flooring, cable management, relocation of electrical components to accommodate furniture, modification to the T-bar ceiling and acoustical ceiling tiles, replacement carpet tiles, and replacement of the ADA ramp leading to the server room, with an estimated cost of \$23,600. Additionally, in compliance with Purchasing Resolution No. 23256, G/M Business Interiors has completed the design and quote for three (3) new cubicles at a total cost of \$31,000. A 10% contingency is requested to account for any unforeseen issues during construction.

These construction modifications are also necessary to add essential physical security measures to the teams working on the water operations control systems.

The total estimated cost for the improvements to Utilities Operations Center Building "A" Water Operations group work area is \$60,000.

DESCRIPTION	AMOUNT
GMBI Furniture	\$31,000
Labor Construction	\$23,600
Contingency (10%)	\$5,400
<b>Work Order Total</b>	<b>\$60,000</b>

**FISCAL IMPACT:**

The total project cost is estimated at \$60,000. Sufficient funds are available in the Office Furniture and Equipment Account No. 6130000-470020.

Prepared by: Carlie Myers, Utilities Assistant General Manager/Business and Customer Service

Approved by: Todd M. Corbin, Utilities General Manager

Approved by: Al Zelinka, FAICP, City Manager

Approved as to form: Gary G. Geuss, City Attorney

Certifies availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer