



CITY COMMISSION STAFF REPORT

DEPARTMENT: Utilities Department

DATE: December 12, 2023

SUBJECT: Motion to approve and authorize a purchase of new Single Turner Valve Maintenance Trailer for Utilities Department from E.H. WACHS, using National Purchasing Cooperative BuyBoard Contract 684-22 for Utility Equipment, in the amount not to exceed \$84,130.39. - **Utilities**

CITY MANAGER RECOMMENDATION:

The City Manager recommends the approval and authorization for the purchase of new Single Turner Valve Maintenance Trailer for Utilities Department from E.H. WACHS, using National Purchasing Cooperative BuyBoard Contract 684-22 for Utility Equipment, in the amount not to exceed \$84,130.39. Additionally, the City Manager suggests approving and authorizing a contingency in the amount not to exceed \$5,000.00 to address unforeseen related expenses. Recognizing its importance in both water distribution and wastewater collection operations, the City commission have approved this trailer in the FY 2024 budget.

Section 2-258 (d) of the City Code allows procurement of supplies, services, or construction under a cooperative purchasing program with one or more governmental units.

BACKGROUND OF ITEM:

In order to maintain the city's utilities infrastructures at optimal efficiency, particularly when compared to time-consuming manual valve-exercising procedures, implementing a comprehensive automated valve-exercising program is imperative. A crucial component of this initiative is the acquisition and utilization of the Single Turner Valve Maintenance Trailer.

The city's utilities infrastructures, particularly the water and sewer systems, are fundamental to the well-being of our community. Efficient and well-maintained valves are essential for ensuring the seamless functioning of these infrastructures. Historically, the City's valve maintenance program has relied on external services, resulting in potential delays and dependency on third-party schedules.

The purposeful design of the Turner Valve Maintenance Trailer aims to streamline valve maintenance processes. With advanced capabilities, such as updating the city's Geographic Information System (G.I.S) utilizing GPS controller/datalogger feature, it not only expedites valve operations but also reduces downtime and elevates the overall performance of our systems

compared to manual, time-consuming, and labor-intensive existing valve-exercising programs. This trailer serves as a versatile tool for utilities, aiding in the identification, cleaning, and exercising of valves within our system. This ensures efficient retrieval, particularly for buried valves, in emergencies. Additionally, the trailer functions as a pump and facilitates soft digs, offering a contingency solution when our soft-digging equipment is incapacitated, as currently observed with a broken pump. Looking ahead, there is potential for bringing valve exercising in-house, reducing dependence on outsourcing in the long term. The product warranty will extend for 12 months from the date of shipment.

ANALYSIS:

N/A

FISCAL IMPACT:

The requested purchase of valve maintenance trailer is an approved project in the FY 2024 budget. There is sufficient funding available in Water and Sewer Utility Fund.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
450-910-564700-533	\$95,000.00	\$89,130.39	\$5,869.61

ALTERNATIVES:

Considering the need for a valve-exercising program to maintain utilities infrastructures, an alternative solution involves exploring partnerships with local contractors or utility service providers that specialize in valve maintenance. Instead of investing in a dedicated Valve Maintenance Trailer, the city can establish contractual agreements with experienced service providers for periodic valve maintenance services. It is essential to acknowledge that this alternative may entail higher operating costs.

ATTACHMENTS:

1. National Purchasing Cooperative BuyBoard Contract 684-22.
2. National Purchasing Cooperative BuyBoard Contract 684-22 renewal.
3. National Purchasing Cooperative BuyBoard Contract 684-22 price list.
4. National Purchasing Cooperative BuyBoard Vendor Contract Information Summary.
5. E.H. WACHS quote.
6. Vendor compliance

Workflow History



User	Task	Action	Date/Time
Allen, Tedra	NEW ITEM: Not Yet Routed	Route to Purchasing	11/30/23 12:12 PM
Dodgen, Brandon	Assigned to Purchasing	COMPLETE: Forward to ...	12/07/23 10:05 AM
Allen, Tedra	Assigned to City Clerk	Route to Budget	12/07/23 04:22 PM
Nadeau, Mike	Assigned to Budget	COMPLETE: Forward to ...	12/07/23 04:37 PM
	<i>The fiscal impact section of this staff report is correct.</i>		
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Wo...	12/07/23 04:40 PM
Allen, Tedra	END WORKFLOW - APPROVED		12/08/23 11:46 AM