

**Meeting Date: 10/8/2013**

**Report Type:** Consent

**Report ID:** 2013-00680

**Title: Purchases: Global Positioning System Surveying Equipment Using Cooperative Purchasing Agreement**

**Location:** Citywide

**Issue:** The Department of Public Works Survey Section's global positioning system (GPS) survey equipment is fifteen years old and in need of replacement. Council approval is needed to use an existing Cooperative Purchase Agreement with the State of California to purchase new equipment.

**Recommendation:** Pass a Motion 1) approving the use of a Cooperative Purchase Agreement between the State of California and California Surveying and Drafting Supply, Inc. for Trimble Global Positioning System surveying equipment purchase; and 2) authorizing the City Manager or his designee to issue a purchase order under this agreement for equipment purchase with California Surveying and Drafting Supply, Inc. in an amount not to exceed \$116,000.

**Contact:** Jon Blank, Supervising Engineer, (916) 808-7914; Nicholas Theocharides, Engineering Services Manager, (916) 808-5065, Department of Public Works

**Presenter:** None

**Department:** Public Works Department

**Division:** Construction Inspect & Survey

**Dept ID:** 15001141

**Attachments:**

1-Description/Analysis

2-Background

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**City Attorney Review**

Approved as to Form  
Gerald Hicks  
9/24/2013 11:08:18 AM

**City Treasurer Review**

Reviewed for Impact on Cash and Debt  
John Colville  
9/23/2013 12:40:38 PM

**Approvals/Acknowledgements**

Department Director or Designee: Jerry Way - 9/23/2013 3:13:24 PM

## Description/Analysis

**Issue:** The City Survey Section within the Department of Public Works provides, maintains, and oversees land surveying services within the City's right-of-way. The GPS Survey equipment is fifteen years old, outdated, and is near the end of its useful life.

Under City Code 3.56.240, the City Council may approve the use of cooperative purchase agreements, and authorize the City Manager or his designee, where advantageous to the City, to utilize such agreements to purchase supplies, and non-professional services. Cooperative purchase agreements allow the City to rely upon a competitive bidding process already utilized by another public agency, which results in lower operating costs through volume purchasing, and combining resources with other government agencies.

**Policy Considerations:** The recommendations in this report are in accordance with the provisions of City Code Section 3.56.240 which allow the use of legal contracts from other jurisdictions or public agencies without separate competitive bidding by the City upon approval of the purchasing agreement by the City Council.

**Economic Impacts:** Not applicable for this action.

### Environmental Considerations:

**California Environmental Quality Act (CEQA):** The proposed action would approve an agreement to replace and update the City's GPS equipment. The purchase of supplies for such a purpose is considered an ongoing administrative or maintenance activity, and is not subject to the California Environmental Quality Act (CEQA) per Guidelines Section 15378 (b) (2).

**Sustainability Considerations:** Not applicable for this action.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** The equipment being purchased is specialized and proprietary and marketed through regional territories. California Surveying and Drafting Supply, Inc. (CSDS) is the Northern California authorized dealer for Trimble equipment and there are no other suppliers in the Sacramento area. CSDS also provides the warranty, service and technical support for Trimble. After a thorough evaluation of GPS Survey equipment, the Department's Survey Section has selected Trimble equipment as the products that best meet the Department's

technical needs for providing survey services.

Cooperative purchasing enables City departments and the Procurement Services Division to evaluate a broader range of contracting opportunities and to share resources with other institutions. Many government agencies share contracting efforts through cooperative purchasing in an effort to maximize cost savings and staff resources. Using the existing cooperative agreement between the State of California and California Surveying and Drafting Supply, Inc. is in the best interest of the City as this enables the City to negotiate a fair and lower price along with trade-in consideration amounting to an 18 percent savings.

**Financial Considerations:** The recommended equipment will be paid for with the Department of Public Works, Engineering Services Division's operating budget. The estimated cost of \$116,000 is within the Division's FY2013/14 approved budget authority.

**Emerging and Small Business Enterprise (E/SBE):** This procurement is being made through the State's California Multiple Award Schedule (CMAS) process, therefore the City's E/SBE program and goals are held in abeyance. State agencies must solicit a minimum of three CMAS contractors including one small business and/or Disabled Veteran Business Enterprise (if available) who are authorized to sell the needed products and/or services listed on the CMAS contract and document responses.

## **Background**

The City Survey Section within the Department of Public Works provides, maintains and oversees land surveying services within the City's right-of-way for preliminary surveys; construction surveying; monument preservation /perpetuation in accordance with the California Business and Professions Code; inspection of subdivision monuments in accordance with the Subdivision Map Act; boundary surveys of City owned property and rights of way; and vertical benchmarks as part of the City datum plane in accordance with the provisions of City Code Section 1.12.010. The City's Global Positioning System equipment which is an integral part of providing these services is fifteen years old, outdated, and is near the end of its useful life.

The equipment being purchased is specialized and proprietary and marketed through regional territories. California Surveying and Drafting Supply, Inc. is the Northern California authorized dealer with Trimble, and there are no other suppliers in the Sacramento area.

Cooperative purchasing enables City department and the Procurement Services Division to evaluate a broader range of contracting opportunities and to share resources with other jurisdictions. Cooperative purchasing also leverages internal and external resources to maximize cost savings opportunities for the City.

The competitive bids obtained by the State of California (contract number GS-07F-5588P) as the basis for authorizing purchases from California Surveying and Drafting Supply, Inc. (Contract number 4-07-66-0048C, Supplement No. 2) is in accordance with City Code 3.56.240, which allows for the use of cooperative contracts through other governmental jurisdiction or public agencies without separate competitive bidding.

Staff has negotiated a fair price with California Surveying and Drafting Supply which includes trade-ins substantially increasing the cost savings to 18% from the standard CMAS 10%.

Approval of the Cooperative Purchase Agreement between the State of California and California Surveying and Drafting Supply, Inc. will enable the City to continue to provide accurate, precise, and economical surveying services in accordance with California Business and Professions Code and the Subdivision Map Act.