



DATE: November 19, 2008

TO: Honorable Mayor and City Councilmembers

FROM: Water Utilities Department

SUBJECT: **APPROVAL OF AN INCREASE IN THE AMOUNT OF \$44,818.94 TO A PURCHASE ORDER TO PACIFIC RIM DESIGN AND DEVELOPMENT FOR THE UPGRADE TO THE WATER UTILITIES LABORATORY VENTILATION SYSTEM**

SYNOPSIS

Staff recommends that the City Council approve an increase in the amount of \$44,818.94 to an existing purchase order to Pacific Rim Design and Development of Shingletown, California, to pay for the final work on the upgrade of the Water Utilities Laboratory ventilation system; and authorize the Financial Services Director, or designee, to execute the increase in the purchase order.

BACKGROUND

Pacific Rim Design and Development (PRDD) is the designer of the ventilation system upgrade at the Water Utilities Laboratory located at the San Luis Rey Wastewater Treatment Plant, and the requested purchase order increase is to pay for work already performed on the project. PRDD submitted a scope of work and a price quotation to perform equipment installation and ductwork on the ventilation system. Purchase order 77488 in the amount of \$46,603.13 was issued so PRDD could perform the work.

ANALYSIS

The cost for the original scope of work was an estimate based on the "as-built" drawings that turned out to be inaccurate. PRDD performed the additional work that was required to complete the work and the resulting cost of the project was higher than the authorized amount. Staff is requesting an increase to purchase order 77488 in the amount of \$44,818.94 to pay PRDD for work that has been completed.

FISCAL IMPACT

An existing purchase order (77488) for work on the design and construction of the Laboratory ventilation system had authorized amounts of \$23,962.50 from the San Luis Rey Wastewater Treatment Plant Expansion budget (869515.5703) and \$22,640.63

from San Luis Rey Wastewater Treatment Plant Improvements budget (869510.5703). The San Luis Rey Wastewater Treatment Plant Improvements project has an available balance of \$94,774.54, therefore there are sufficient funds available for the change order.

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

Purchases must comply with bid requirements set forth in Chapter 28A of the City Code.

RECOMMENDATIONS

Staff recommends that the City Council approve an increase in the amount of \$44,818.94 to an existing purchase order to Pacific Rim Design and Development of Shingletown, California, to pay for the final work on the upgrade of the Water Utilities Laboratory ventilation system; and authorize the Financial Services Director, or designee, to execute the increase in the purchase order.

PREPARED BY:



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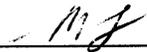
SUBMITTED BY:



Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager



 Lonnie Thibodeaux, Water Utilities Director



Teri Ferro, Financial Services Director