

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: February 27, 2014**

SUBJECT: Portable Generator

SUBMITTING DEPARTMENT: Utilities Department

PREPARED FOR: Neil Wadsworth, PE - Utilities Director
Mark Kieren – Utility Operations Manager

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a) Gen-Tech Generator Quotation - Cooperative Purchasing per Houston-Galveston Area Council

SUMMARY BACKGROUND: The Utilities Department is requesting Council approval to purchase a portable generator to meet emergency power requirements associated with one well site and two booster stations. The acquisition would be made through cooperative purchasing with the Houston-Galveston Area Council (HGAC). HGAC provides members with the opportunity to procure equipment through nationally leveraged contracts for products and services at the lowest possible price.

The Town held a mock activation of the Emergency Operations Center on February 12, 2013 and one of the primary topics of discussion centered around the need for a generator to energize selected water infrastructure if failure of the power grid occurred. The well site, Santa Fe, is located approximately one mile from the two booster stations and is a major source of water for the Town. The booster stations, Duplex and Triplex, pump water from the Tank Farm into the Summit and Granite reservoirs, respectively, providing water to the higher pressure zones including Stoneridge, Castle Canyon Mesa and the Highway 69 business areas.

This capital outlay was budgeted per the current fiscal year in the amount of \$80,000. A detailed technical analysis of service load and accessories indicates that an additional \$112,382.33 is required and a transfer of funds from three capital line items is necessary to complete the procurement. HGAC pricing for the generator including tax, freight, prep, onsite training and purchase of various accessories necessary for safety and optimal operation is \$192,382.33.

The generator provides features and builds quality that can serve Town requirements well into the future and its availability via HGAC guarantees responsible purchasing based on competitive pricing.

OPTION ANALYSIS: The Council may vote to:

- 1.) Approve this purchase and associated budget transfers, **OR**
- 2.) Not approve this purchase, **AND/OR**
- 3.) Direct staff to pursue other options

ACTION OPTION: Motion to approve the purchase of the portable generator based on HGAC quotation in the amount of \$192,382.33 and associated budget transfers as outlined in the Fiscal Analysis, **OR** Motion not to approve this purchase. **VOTE**

RECOMMENDATION: Town staff recommends purchase approval of the portable generator through the services of HGAC.

FISCAL ANALYSIS: The Fiscal Analyses is noted per Tables 1, 2, 3 and 4 below:

Table 1

Portable Generator			
HTE Code(s): 511-7020-700-7410		Finance Proj. # (TBD)	
FISCAL YR 2013/2014	Approved Budget:	\$80,000.00	FISCAL YR 2013/2014
	Expended & Encumbered:	-\$6,349.95	
	HGAC Contract:	-\$192,382.33 < (this action)	
	SCADA - Budget Transfer	\$75,000.00 < (this action)	
	Paving - Budget Transfer	\$2,639.00 < (this action)	
	Small Water - Budget Transfer	\$42,000.00 < (this action)	
	Balance:	\$906.72	

Table 2

SCADA Control System Upgrades - Elephant Eye			
HTE Code(s): 511-7020-700-7320		Finance Proj. (TBD)	
FISCAL YR 2013/2014	Approved Budget:	\$75,000.00	FISCAL YR 2013/2014
	Expended & Encumbered:	\$0.00	
	Budget Transfer:	-\$75,000.00 < (this action)	
	Balance:	\$0.00	

Table 3

Long Mesa Yard Paving			
HTE Code(s): 511-7020-700-7320		Finance Proj. (TBD)	
FISCAL YR 2013/2014	Approved Budget:	\$25,000.00	FISCAL YR 2013/2014
	Expended & Encumbered:	-\$22,360.50	
	Budget Transfer:	-\$2,639.00 < (this action)	
	Balance:	\$0.50	

Table 4

Small Water Projects			
HTE Code(s): 511-7020-700-7320		Finance Proj. (TBD)	
FISCAL YR 2013/2014	Approved Budget:	\$70,000.00	FISCAL YR 2013/2014
	Expended & Encumbered:	\$0.00	
	Budget Transfer:	-\$42,000.00 < (this action)	
	Balance:	\$28,000.00	

SCADA system controls for Elephant Eye Well have been completed in conjunction with a previous fiscal year project. The Long Mesa Yard paving was performed and left over funds are requested here for transfer. Small Water Projects is a category set up to cover other projects that may come up during the budget year, such as for the purchase of this generator.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____