

CITY OF YUBA CITY
STAFF REPORT

Date: June 1, 2021
To: Honorable Mayor & Members of the City Council
From: Public Works Department
Presentation by: Diana Langley, Public Works Director

Summary

Subject: Mid-Year Capital Acquisition Requests

Recommendation: A. Approve the following mid-year capital acquisition purchases:
1. HP Designjet T2600ps MFP 36" Plotter/Scanner/Copier
2. Trimble R12, Model 60 Global Positioning System (GPS) Unit/TSC7 Data Collector
3. SMC 4000 Mast Mini 17 Message Board

B. Authorize a supplemental appropriation and related transfer in the amount of \$9,219.28 from unallocated General Fund to Account No. 1930-69201 for the Engineering Plotter/Scanner/Copier (Item 1).

C. Authorize a supplemental appropriation and related transfer in the amount of \$32,784.17 from unallocated General Fund to Account No. 1930-69201 for the Trimble GPS Unit/Data Collector (Item 2).

D. Authorize a supplemental appropriation and related transfer in the amount of \$15,636.05 from unallocated General Fund to Account No. 3130-69201 for the Message Board (Item 3).

E. Adopt a Resolution awarding the purchase of the Engineering Plotter/Scanner/Copier (Item 1) to California Surveying & Drafting Supply of Sacramento, CA, in the amount of \$9,219.28, with the finding that it is in the best interest of the City.

F. Adopt a Resolution awarding the purchase of the Trimble GPS Unit/Data Collector (Item 2) to California Surveying & Drafting Supply of Sacramento, CA, in the amount of \$32,784.17, with the finding that it is in the best interest of the City.

Fiscal Impact: \$57,639.50 broken down as follows:
1. \$9,219.28 – Plotter/Scanner/Copier – Acct. No. 1930-69201
2. \$32,784.17 – GPS Unit/Data Collector – Acct. No. 1930-69201
3. \$15,636.05 – Message Board – 3130-69201

Purpose:

To authorize mid-year capital acquisition requests for essential items.

Background:

The Public Works Department has identified the need for three (3) capital acquisitions that were not considered during the Fiscal Year 20/21 budget process as the FY 20/21 budget was essentially a rollover budget. Staff is requesting authorization to purchase the following capital acquisitions mid-year:

1. HP Designjet T2600ps MFP 36" Engineering Plotter/Scanner/Copier (Plotter/Scanner/Copier)
2. Trimble R12, Model 60 Global Positioning System (GPS) Unit/TSC 7 Data Collector (GPS Unit and Data Collector)
3. SMC 4000 Mast Mini 17 Message Board (Message Board)

A discussion of each item along with the fiscal impact is provided below.

Analysis:**Item 1: Plotter/Scanner/Copier:**

The Engineering Division (Engineering) plots plans for Capital Improvement Projects, plot maps and aerial photos for customers, makes copies of engineering-scale drawings (up to 36" wide), and scans drawings. In addition, the Information Technology Division plots GIS maps and the Building Division scans drawings. Engineering currently has a Hewlett Packard (HP) T2300 plotter/scanner/copier that was purchased approximately 8 years ago. Staff has experienced issues with the current plotter/scanner/copier and HP has notified staff that they will no longer support the T2300 model. In addition, the T2300 model plots in color but only scans drawings in black and white.

Engineering is requesting to purchase a HP Designjet T2600ps MFP 36" model that will plot/scan/copy in color from California Surveying & Drafting Supply. Even though staff is requesting to sole source the purchase to California Surveying & Drafting Supply, staff conducted online research to compare prices. After considering a cash-in trade-up promotion provided by California Surveying & Drafting Supply, they are the least expensive. Also, with their office location in Sacramento, they provide free installation and training, and timely response to service calls.

Item 2: GPS Unit/Data Collector:

Engineering collects survey data for most Capital Improvement Projects using a Global Positioning System (GPS) unit/data collector that was purchased in 2006. Technology has advanced significantly since 2006, and current GPS unit/data collectors are capable of collecting survey data points much faster and in denser tree cover, which would greatly improve the efficiency of staff collecting these points. In addition, the current unit can no longer receive updates from the manufacturer and has become obsolete for Engineering. However, the unit may continue to be utilized for less intense survey data collection needs.

Engineering is requesting to purchase a Trimble R12, Model 60 GPS Unit/TSC 7 Data Collector from California Surveying & Drafting Supply. The requested purchase is intended to be used with Engineering's current robotic station, which is a Trimble product. California Surveying & Drafting is the Northern California representative for Trimble products.

Item 3: Message Board:

The Streets Division's current message board is nearly thirty years old, difficult to program, and only allows three lines of text to be displayed which limits messaging. The proposed SMC 4000 message board can be programmed manually or remotely from a cell phone, the font size can be adjusted to fit longer messages on the screen, and the LED lights result in a brighter message which is easier to read.

Staff has obtained three quotes (Attachment 3) and the lowest quote is from D&M Traffic of Santa Clara, CA, in the amount of \$15,636.05.

Fiscal Impact:

Item 1: Plotter/Scanner/Copier:

The cost of the HP Designjet T2600ps mfp Plotter/Scanner/Copier is \$9,219.28. Staff is requesting a supplemental appropriation from unallocated General Fund to Account No. 1930-69201 (Equipment).

Item 2: GPS Unit/Data Collector:

The cost of the Trimble R12, Model 60 GPS Unit/TSC7 Data Collector is \$32,784.17. Staff is requesting a supplemental appropriation from unallocated General Fund to Account No. 1930-69201 (Equipment).

Item 3: Message Board:

The cost of the SMC 4000 Mast Mini 17 Message Board is \$15,636.05. Staff is requesting a supplemental appropriation of unallocated General Fund to Account No. 3130-69201 (Equipment).

Alternatives:

1. Deny the purchase of one or more of the acquisition requests.
2. Direct staff to request one or more of the acquisitions in the Fiscal Year 21/22 budget.
3. Direct staff to issue a Request for Quotations Items 1 and 2

Recommendation:

- A. Approve the following mid-year capital acquisition purchases:
1. HP Designjet T2600ps mfp 36" Plotter/Scanner/Copier
 2. Trimble R12, Model 60 Global Positioning System (GPS) Unit/TSC7 Data Collector
 3. SMC 4000 Mast Mini 17 Message Board

B. Authorize a supplemental appropriation and related transfer in the amount of \$9,219.28 from unallocated General Fund to Account No. 1930-69201 for the Engineering Plotter/Scanner/Copier (Item 1).

C. Authorize a supplemental appropriation and related transfers in the amount of \$32,784.17 from unallocated General Fund to Account No. 1930-69201 for the Trimble GPS Unit/Data Collector (Item 2).

D. Authorize a supplemental appropriation and related transfers in the amount of \$15,636.05 from unallocated General Fund to Account No. 3130-69201 for the Message Board (Item 3).

E. Adopt a Resolution awarding the purchase of the Engineering Plotter/Scanner/Copier (Item 1) to California Surveying & Drafting Supply of Sacramento, CA, in the amount of \$9,219.28, with the finding that it is in the best interest of the City.

F. Adopt a Resolution awarding the purchase of the Trimble GPS Unit/Data Collector (Item 2) to California Surveying & Drafting Supply in the amount of \$32,784.17, with the finding that it is in the best interest of the City.

Attachments:

1. Resolution – Item 1 Engineering Plotter/Scanner/Copier
 - a. California Surveying & Drafting Supply Quote
2. Resolution – Item 2 GPS Unit/Data Collector
 - a. California Surveying & Drafting Supply Quote
3. Message Board Quotes

Prepared by:

/s/ Diana Langley
Diana Langley
Public Works Director

Submitted by:

/s/ Dave Vaughn
Dave Vaughn
City Manager

Reviewed by:

Finance
City Attorney

SM
SLC by email

ATTACHMENT 1

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY
AWARDING THE PURCHASE OF AN ENGINEERING PLOTTER/SCANNER/COPIER TO
CALIFORNIA SURVEYING & DRAFTING SUPPLY**

WHEREAS, the City of Yuba City desires to replace an existing engineering plotter/scanner/copier; and,

WHEREAS, the existing plotter/scanner/copier is manufactured by Hewlett Packard (HP); and,

WHEREAS, HP has notified the City that they will no longer support the current model; and,

WHEREAS, HP has a next generation model that provides even more functions than the current model owned by the City; and

WHEREAS, there is a desire to continue with the next generation of the current model that has served the City well; and,

WHEREAS, the City may sole source the purchase of this equipment in accordance with Purchasing Policy Section 8-8.4.2, as staff has significant training and experience with the equipment; and,

WHEREAS, the City desires to award the purchase of a HP Designjet T2600ps MFP 36" engineering plotter/scanner/copier to California Surveying & Drafting Supply of Sacramento, CA, in the amount of \$9,219.28.

NOW, THEREFORE, be it resolved by the City Council of the City of Yuba City that the purchase of a HP Designjet T2600ps MFP 36" engineering plotter/scanner/copier be awarded to California Surveying & Drafting Supply of Sacramento, CA, in the amount of \$9,219.28, with the finding that it is in the best interest of the City. The City Manager or designee is authorized to purchase the same.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 1st day of June 2021.

AYES:

NOES:

ABSENT:

Marc Boomgaarden, Mayor

ATTEST:

Ciara Wakefield, Deputy City Clerk

APPROVED AS TO FORM
COUNSEL FOR YUBA CITY:

Shannon Chaffin, City Attorney
Aleshire & Wynder, LLP

Attachment(s):

- A. Quote from California Surveying & Drafting Supply

EXHIBIT A



**CALIFORNIA SURVEYING
& DRAFTING SUPPLY**

www.cdsinc.com

CSDS SACRAMENTO
4733 Auburn Blvd.
Sacramento CA 95841
916-344-0232
916 344 2998 fax

CSDS DUBLIN
6701 Sierra Court Ste. E
Dublin CA 94568
925-960-0323
925-556-0150 fax

CSDS FRESNO
4753 W. Jennifer Ave
Fresno CA 93722
559-275-0513
559-275-0518 fax

Proposal Date: 5/18/2021

Proposal ID: hpt2600/Yuba City

BILLING INFORMATION

Account #: 10578
Company : City of Yuba City
Address: 1201 Civic Center Blvd
City: Yuba City
State: CA
Zip: 95993

Phone: 530 822 4784
Attn: Sharon Lydon
Payment Type: Net 30
PO:

SHIPPING INFORMATION

Company :
Address:
City: Yuba City*
State:
Zip:

Email: Slydon@yubacity.net
Attn: Sharon Lydon
Phone:
Ship Via: Our Truck - No Fuel
Shipping Terms: Prepay Bill

Ln. Item	PART NUMBER	DESCRIPTION	PRICE	DISCOUNT PRICE	QTY	TOTAL
Tablexable Items:						
1	HEWT2600PS	HP DESIGNJET T2600PS SINGLE ROLL 36" #3XB78A single roll 6 color printer w/36" color scanner	\$10,195.00	\$7,990.00	1	\$7,990.00
2	OCE8650036300	20LB BOND 36"X300 FT ROLL 2" CORE		\$31.99	1	NO CHARGE
3	TRADEIN	HP CASH IN TRADE UP SPECIAL - ENDS 5/31/21		-\$650.00	1	-\$650.00
4						
5		PLOTTER COMES WITH TRIAL SIZE INKS				
6						
7						
8						
Non-Taxable Items:						
9	INSTALL	INSTALL & TRAINING	\$695.00	\$0.00	1	INCLUDED
10	HEWUB9P6E	3 YEAR EXTENDED WARRANTY- TOTAL OF 3 YEARS	\$1,530.00	\$1,300.00	1	\$1,300.00
11	FREIGHT	FREIGHT -DOCK TO DOCK *			1	INCLUDED
12		*inside upstairs delivery with no elevator will have additional charge				

Taxable Sub Total	\$7,990.00
Non-Taxable Sub Total	\$1,300.00
Tax Rate	7.250%
Tax	\$579.28
Trade In Discount	-\$650.00
Freight	Not Quoted
Total	\$9,219.28

PURCHASE ORDER INSTRUCTIONS

Please Address Purchase Order to:
California Surveying & Drafting Supply, Inc.
4733 Auburn Blvd.
Sacramento, CA 95841

Signature Required for all orders to be processed:

x
Customer Acceptance of Proposal & CSDS Purchase Terms and Conditions

CSDS Purchasing Terms and Conditions: All returns and exchanges must be made within 30 days of invoice. All returns subject to a 25% restocking fee. No cancellations, refunds, or exchanges on Special Order (including all Major Hardware, Mapping/Surveying/Construction/Geospatial Instruments and/or Software). All training must be completed within 90 days of invoice date. No refunds for training that is not performed within this time. Freight not included (unless otherwise noted/listed in freight cost).

Proposal Prepared by:
Janice Hernandez
janice@cdsinc.com
916-344-0232 Ext. 127

Proposal Valid for 30 Days

ATTACHMENT 2

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY
AWARDING THE PURCHASE OF A GLOBAL POSITIONING SYSTEM (GPS) UNIT/DATA
COLLECTOR TO CALIFORNIA SURVEYING & DRAFTING SUPPLY**

WHEREAS, the City of Yuba City collects data for most Capital Improvement Projects using a Global Positioning System (GPS) unit/data collector manufactured by Trimble that was purchased in 2006; and,

WHEREAS, newer models of GPS unit/data collectors are capable of collecting survey data points much faster and in denser tree cover; and,

WHEREAS, a newer model would greatly improve the efficiency of staff collecting survey data; and,

WHEREAS, the City's current unit is no longer supported by Trimble; and

WHEREAS, Trimble manufactures a GPS unit/data collector that will work with the City's current robotic station, which is also a Trimble product; and,

WHEREAS, the City may sole source the purchase of this equipment in accordance with Purchasing Policy Section 8-8.4.2, as staff has significant training and experience with the equipment; and,

WHEREAS, the City desires to award the purchase of a Trimble R12, Model 60 GPS Unit/TSC 7 Data Collector to California Surveying & Drafting Supply of Sacramento, CA, in the amount of \$32,784.17.

NOW, THEREFORE, be it resolved by the City Council of the City of Yuba City that the purchase of a Trimble R12, Model 60 GPS Unit/TSC 7 Data Collector be awarded to California Surveying & Drafting Supply of Sacramento, CA, in the amount of \$32,784.17, with the finding that it is in the best interest of the City. The City Manager or designee is authorized to purchase the same.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on the 1st day of June 2021.

AYES:

NOES:

ABSENT:

Marc Boomgaarden, Mayor

ATTEST:

Ciara Wakefield, Deputy City Clerk

APPROVED AS TO FORM
COUNSEL FOR YUBA CITY:

Shannon Chaffin, City Attorney
Aleshire & Wynder, LLP

Attachment(s):

- A. Quote from California Surveying & Drafting Supply

EXHIBIT A



CALIFORNIA SURVEYING & DRAFTING SUPPLY

www.cdsinc.com

CSDS SACRAMENTO
4733 Auburn Blvd.
Sacramento CA 95841
916-344-0232
916-344-2998 fax

CSDS DUBLIN
6701 Sierra Court Ste. E
Dublin CA 94568
925-960-0323
925-556-0150 fax

CSDS FRESNO
4753 W. Jennifer Ave
Fresno CA 93722
559-275-0513
559-275-0518 fax

Proposal Date:

5/19/2021

Proposal ID:

Yuba City_R12_051921

BILLING INFORMATION

Account #: 15365
Company : City of Yuba City
Address: 1201 Civic Center
City: Yuba City
State: CA
Zip: 95993

Phone: 530-822-4632
Attn: Sharon Lydon
Payment Type: Net 30
PO:

SHIPPING INFORMATION

Company : City of Yuba City
Address: 1201 Civic Center
City: Yuba City*
State: CA
Zip: 95993

Email: slydon@yubacity.net
Attn: Sharon Lydon
Phone: 530-822-4632
Ship Via: UPS - Ground
Shipping Terms: FOB Destination

Ln. Item	PART NUMBER	DESCRIPTION	PRICE	DISCOUNT PRICE	QTY	TOTAL
Taxable Items:						
1	R12-101-60-01	Trimble R12, Model 60, ROW	\$6,500.00	\$5,525.00	1	\$5,525.00
2	TRM1010710001	Power supply	-	-	1	Included
3	TRM8984000	Battery R12	\$194.00	\$155.20	2	\$310.40
4	TRMTSC71111101	Trimble TSC7 Controller w/ Trimble Access	\$7,300.00	\$5,840.00	1	\$5,840.00
5	TRM121358011	Trimble External Battery Charger w/ 2 pack extra batteries	\$420.00	\$331.80	1	\$331.80
6	TRM121349011	Trimble TSC7 Pole Mount w/ Quick Release	\$199.00	\$157.21	1	\$157.21
7	121354-01-1	Trimble Carry Case Shoulder Bag	\$60.00	\$47.40	1	\$47.40
8	110238-00-1	Trimble EM120 2.4GHz Module	\$1,500.00	\$1,200.00	1	\$1,200.00
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
Non-Taxable Items:						
21	R12-CFG-001-40	Trimble R12 Configuration Level - R12 Base and Rover Mode	\$20,500.00	\$18,400.00	1	\$18,400.00
22						
23						
24						
25						
26						
27						
28						
29						
30						

Taxable Sub Total	\$13,411.81
Non-Taxable Sub Total	\$18,400.00
Tax Rate	7.250%
Tax	\$972.36
Trade In Discount	
Freight	Not Quoted
Total	\$32,784.17

PURCHASE ORDER INSTRUCTIONS

Please Address Purchase Order to:
California Surveying & Drafting Supply, Inc.
4733 Auburn Blvd.
Sacramento, CA 95841

Signature Required for all orders to be processed:

x _____
Customer Acceptance of Proposal & CSDS Purchase Terms and Conditions

CSDS Purchasing Terms and Conditions: All returns and exchanges must be made within 30 days of invoice. All returns subject to a 25% restocking fee. No cancellations, refunds, or exchanges on Special Order (including all Major Hardware, Mapping/Surveying/Construction/Geospatial Instruments and/or Software). All training must be completed within 90 days of invoice date. No refunds for training that is not performed within this time. Freight not included (unless otherwise noted/listed in freight cost).

Proposal Prepared by:
Jonathan Rohrs
jonathan@csdsinc.com
916-952-0660

Proposal Valid for 30 Days

ATTACHMENT 3



843 Reed Street
 Santa Clara, CA 95050
 Phone: 408-436-1127

Estimate

Date	Estimate #
5/5/2021	3333

Name / Address
CITY OF YUBA CITY 1201 CIVIC CENTER BLVD. YUBA CITY, CA 95993

Ship To
Deliver to JACK McDANIEL 1201 CIVIC CENTER BLVD. YUBA CITY, CA 95993

Terms	Rep	Ordered By	P.O. No.	Job No.	
Net 30	JKE	JACK			
Qty	Item	MPN	Description	Rate	Total
1	CMS	409825	MINI FULL MATRIX CMS BOARD	13,500.00	13,500.00T
1	D&M SAL...		SMC 4000 Mast Mini 17 Message Center	845.00	845.00T
1	D&M SAL...		Airlink Digital Modem with Antenna (GPS)	0.00	0.00T
1	DELIVER...		Annual Contractor Grade Communication Service (FREE WITH PURCHASE OF MODEM)	0.00	0.00
			DELIVERY/PICK UP REGULAR TRUCK - LOCAL (UNDER 50 MILES)	9.00%	1,291.05
			Sales Tax		
ESTIMATES VALID FOR 120 DAYS					
Total					\$15,636.05



6001 Elvas Avenue
 Sacramento, CA 95819
 916-451-5176
 www.capitolbarricade.com

Bill To: Yuba City County-Public Works

Order Status: Open

WILL CALL/SHIP/DELIVER: Delivery

Item #	Item Name	Item Description	Attribute	Size	Qty	Price	Ext Price
2382	PCMS-3812 PRO Series	Display panel: 53 x 91 in. (1336 x 2305 mm) Full matrix of 27 x 48 pixels 4 LED per pixel 3 lines of 8 characters per line (default) 5 x 7 pixels (12 in.) characters (default) Plug-and-play display modules for simplified maintenance Up to 3 lines & 11 characters per line (with 3 x 7 font)	Message B		1	\$14,900.00	\$14,900.00
		Jack McDaniel (530)822-4644					

Total Qty Ordered: 1 0 1

If you are not entirely satisfied with your purchase, we're here to help.
 ALL CUSTOM ORDERS ARE FINAL; SIGNS, STENCILS, BANNERS, ETC. ALL CASH SALES ARE FINAL.

RETURNS:

30 day return policy

No returns on special order products and custom order signs, stencils...30 day return IF it is on account and the account is current. All COD customers are subject to a 15% restocking fee.

REFUNDS:

Once we receive your item, we will fill out a return request form, inspect the item(s) and submit for approval. We will notify you of the status promptly.

If your return is approved, we will initiate a refund to your credit card (or original method of payment). Credit card refunds could take up to 3-5 business days, depending on your card issuer's policies.

SHIPPING:

You will be responsible for paying for your own shipping costs for returning your item. Shipping costs are non-refundable. If you receive a refund, the cost of shipping will be deducted from your refund.

CONTACT US:

If you have any questions, please do not hesitate to call or email us.

Subtotal: \$14,900.00
 Sacramento, City of 8.75 % Tax: + \$1,303.75
TOTAL: \$16,203.75
Deposit Balance: \$0.00
 Balance Due: \$16,203.75

Thank you for your order!

Customer Signature: _____



INTERSTATE SALES

12600 LOCKSLEY LANE #200
AUBURN, CA 95602

PH: 1-800-237-7245 FAX: 530-823-0994

QUOTE

Customer No.: 1941

Quote No.: 25354

Net 30

Quote To: **YUBA CITY**
ACCTS PAY
1201 CIVIC CENTER BLVD
YUBA CITY, CA 95993

Ship To: **YUBA CITY**
JOE
1185 MARKET STREET
YUBA CITY, CA 95993

Date	Ship Via	F.O.B.	Terms	
05/18/21	DROPSHIP	Origin	Net 30	
		Sales Person	Quote Expiration	
		JULIE	06/17/21	
Quantity	Item Number	Description	Unit Price	Amount

1.000 EA	71-0010	MESSAGE BOARD	15120.00	15120.00
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SUNRAY 480, 59"X95",
3 MESSAGE LINES, 15" FONTS
W/ FLEET MANAGER(REMOTE
PROGRAMMING)-2 YEAR
SUBSCRIPTION

FEIGHT ESTIMATION	650.00
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FLEET MANAGER
SUBSCRIPTION
IS \$200 PER YEAR AFTER THE
FIRST TWO YEARS.

Quote subtotal	15770.00
Sales tax @ 7.25000%	1096.20
Quote total	16866.20

ALL UNDAMAGED, STOCK ITEMS RETURNED ARE SUBJECT TO A 15% RE-STOCKING FEE

Thank You