

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: May 22, 2023
Item No.: 10.c

Department Approval

Michelle Dietrick

City Manager Approval

Samuel Truogler

Item Description: Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items

BACKGROUND

City Code section 103.05 establishes the requirement that all general purchases or contracts in excess of \$10,000 be separately approved by the City Council, independent of the budget process or other statutory purchasing requirements. In addition, State Statutes generally require the Council to authorize the sale of surplus vehicles and equipment. *Attachment A-1* includes a list of items submitted for Council review and approval.

Staff will note that unless noted otherwise, all items contained in this report were previously identified and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review during the most recent budget cycle. This information package included a CIP Project/Initiative summary which identified the type of purchase, estimated cost, funding source, and other supporting narrative. Where applicable, these project/initiative summaries are included with *Attachment A-2*.

POLICY OBJECTIVE

Required under City Code 103.05.

BUDGET IMPLICATIONS

Funding for all items is provided for in the current budget or through pre-funded capital replacement funds.

RACIAL EQUITY IMPACT SUMMARY

N/A

STAFF RECOMMENDATION

Staff recommends the City Council approve the submitted purchases or contracts for service and where applicable; authorize the sale/trade-in of surplus items.

REQUESTED COUNCIL ACTION

Motion to approve the submitted purchases or contracts for services and where applicable; the sale/trade-in of surplus items.

Prepared by: Joshua Kent, Assistant Finance Director
Attachments: A1: Over \$10,000 Items for Purchase or Sale/Trade-in

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Public Works - Storm Water	WSB & Associates	Pond Maintenance Assessments	(a)	\$ 78,782	\$ 29,600	2023 Budget
Public Works - Water Fund	Escape Fire Protection	Flush and Inspect 430 Private Hydrants	(b)	\$ 66,795	\$ 21,500	2023 Budget

Key

(a) Staff is requesting to contract with WSB & Associates for Engineering Services for the 2023 Pond Maintenance Project. City-wide there are 200+ storm ponds that were installed since the 1950's to meet water quality goals, reduce stormwater rate, and help manage localized flooding issues. Over time the ponds fill with sediment and the design functionality diminishes. Staff is currently prioritizing ponds to have preliminary engineering completed to quantify the material that needs to be removed and determine potential water quality improvements and estimate costs based on removals. For 2023, 10 ponds have been identified for the contractor, and they will supply the City with a survey of pond bottoms, pond inlet and outlet elevations, a maintenance memo with recommendations and estimates, and a sediment analysis.

(b) The City of Roseville has approximately 430 private hydrants that need to be flushed and inspected each year. Normally seasonal staff would be hired to complete this work, but the City has been unable to find this help in 2023. It is being recommended that the money that was set aside for the hiring of the seasonal workers (\$16,000) plus what has been budgeted in the budget for Water Fund Professional Services in 2023.