

ITEM #:	<u>21</u>
DATE:	<u>06-10-25</u>
DEPT:	<u>PW</u>

COUNCIL ACTION FORM

SUBJECT: PUBLIC WORKS SURVEY EQUIPMENT

BACKGROUND:

The Engineering Division of Public Works performs engineering surveys for design and analysis of Public Works projects. These surveys utilize highly calibrated survey instruments to gather detailed information that aid in the development of engineering plans.

The General Fund savings were reallocated in the adjusted FY 2024/25 operating budget to finance the purchase of two pieces of specialized survey equipment. **The first is a Trimble X7 3D Laser Scanner that will significantly reduce time and labor to conduct topographic survey data.** This instrument also greatly improves safety when surveying high-traffic areas as the operator is not required to be in the street performing the work.

The second piece of equipment is a Tridrone RCV Remote Survey Boat. This boat allows for robotic survey of storm water basins. Currently, this work is completed by placing engineering staff and equipment in a boat. The proposed instrument greatly enhances staff safety while limiting the survey equipment's exposure to water damage.

Seiler Instrument & Manufacturing Co. is the sole authorized distributor in Iowa for both Trimble and Seafloor Systems, the manufacturers of the two survey devices. The equipment is brand compatible with the existing survey equipment in Public Works, thus reducing operational and maintenance complexity. There are no other vendors in Iowa due to Seiler's distribution rights.

Staff has received quotes for the two devices for a combined purchase amount of \$59,016.50. Funding is available in the adjusted FY 2024/25 operating budget in the amount of \$69,500.

ALTERNATIVES:

1. Waive the City's Purchasing Policies and Procedures requirement for competitive bids and approve the single source purchase from Seiler Instrument & Manufacturing Co. for a total of \$59,016.50.
2. Do not approve the single source procurement and direct staff to solicit competitive bids.

CITY MANAGER'S RECOMMENDED ACTION:

This equipment will expand the City's ability to complete complex survey work safely, efficiently, and using in-house resources. Given the authorized sole distributorship and standardization benefits, staff believes a waiver of competitive bidding is justified. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.