

**SUBMITTAL TO THE FLOOD CONTROL AND  
WATER CONSERVATION DISTRICT BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

804B



**FROM:** General Manager-Chief Engineer

**SUBMITTAL DATE:**  
September 24, 2013

**SUBJECT:** Renew the Annual Maintenance and Support for Trimble Software, Extend the Product Warranty on Existing Trimble Equipment and Obtain Approval for Procurement of Additional Trimble Related Products and Services from Allen Instruments & Supplies (Total Cost \$165,000, 3-years at \$55,000 per fiscal year)

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the sole source procurement to renew the annual maintenance and support for Trimble software and extend the product warranty for Trimble Equipment from Allen Instruments & Supplies, coverage dates July 1, 2013 to June 30, 2014, with a 2-year optional renewal plan;
2. Approve the sole source procurement of additional Trimble related products and services from Allen Instruments & Supplies not to exceed \$44,000 per fiscal year, for three (3) one year periods effective fiscal year 2013-14;
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to issue the purchase orders for fiscal year 2013-14 and exercise the renewal options for two (2) additional one year periods, based on the availability of fiscal funding, provided cost increases do not exceed the annual CPI rate.

**BACKGROUND:**

Summary  
Continued...

**WARREN D. WILLIAMS**  
General Manager-Chief Engineer

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
<b>COST</b>	\$ 55,000	\$ 55,000	\$ 165,000	\$ 0	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
<b>NET DISTRICT COST</b>	\$ 55,000	\$ 55,000	\$ 165,000	\$ 0	
<b>SOURCE OF FUNDS:</b> 15100-947200-546240 General Fund Equipment Survey and Mapping; 15100-947200-526960 General Fund Small Tools and Instruments; 15100-947200-523840 General Fund Computer Equipment/Software				<b>Budget Adjustment:</b> NO	
				<b>For Fiscal Year:</b> 13/14, 14/15, 15/16	

**C.E.O. RECOMMENDATION:**

APPROVE

BY:

County Executive Office Signature

Steven C. Horn, MPA

**MINUTES OF THE BOARD OF SUPERVISORS**

- Positions Added
- Change Order
- A-30
- 4/5 Vote

**Prev. Agn. Ref.:**

**District:**

**Agenda Number:**

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

11-2

**SUBMITTAL TO THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FORM 11:** Renew the Annual Maintenance and Support for Trimble Software, Extend the Product Warranty on Existing Trimble Equipment and Obtain Approval for Procurement of Additional Trimble Related Products and Services from Allen Instruments & Supplies (Total Cost \$165,0000, 3-years at \$55,000 per fiscal year)

**DATE:** September 24, 2013

**PAGE:** Page 2 of 2

**BACKGROUND:**

**Summary (continued)**

The District's Surveying and Mapping Division utilizes the Trimble R8 Global Navigation Satellite System (GNSS) with 5700 series receivers to download and record data from GPS satellites which supports the design and construction of District facilities. The Trimble R8 GNSS is the industry leader in satellite tracking supporting signals from all existing and planned GNSS constellations and augmentation systems. The Trimble R8 GNSS technology makes it possible for surveyors to expand the reach of their GNSS rovers into areas that may have been potentially too obscure to access such as dense urban areas or over rough terrain.

Technical support is needed to resolve software problems and system malfunctions as well as to provide support during major software upgrades. Software maintenance services provided by Allen Instruments & Supplies will make periodic software patches and updates available to the District for the Trimble Business Center software, Trimble Real Works software and Trimble Access Software.

**Impact on Citizens and Businesses**

This is a sole source purchase from Allen Instruments & Supplies since Trimble Software is proprietary to Trimble and Allen Instruments & Supplies is the only Trimble distributor and service repair facility in Southern California authorized to sell and repair the full line of Trimble Survey products including extended product warranties, maintenance services and support services.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Funds for the requested procurement of maintenance and support services, extended product warranty and additional Trimble products and services are included in the District's budget for FY2013-14 and will be included in future year budgets for FY2014-15 and FY2015-16.

**Contract History and Price Reasonableness**


The District has received sole source approval #14-133 from the County Purchasing Department for the annual maintenance, support and extended product warranty for Trimble software and equipment for fiscal year 2013-14 with a 2-year optional renewal plan and is seeking additional sole source approval in an amount not to exceed \$44, 000 per fiscal year, for three (3) one year periods effective fiscal year 2013-14 for procurement of future Trimble related products and services that may be required. The District receives a ten percent (10%) discount off the retail price list from Allen Instruments & Supplies and the vendor certifies that the prices are the lowest offered to any comparable government agency.

SJ:mc  
P8/155720



**M E M O R A N D U M**  
RIVERSIDE COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT

**DATE:** September 11, 2013

**TO:** County Purchasing Department  
**ATTN:** Purchasing Agent  
**FROM:** Warren D. Williams, General Manager-Chief Engineer   
**RE:** Sole Source Procurement – Allen Instruments & Supplies  
Request for (1) Software Maintenance and (2) Extended Warranty for 13 Pieces of Trimble Equipment

The information provided below is in support of the District requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

1. **Supply/Service being requested:** (1) Software Maintenance Renewal and (2) Extended Warranty for 13 pieces of Trimble Equipment
2. **Supplier being requested:** Allen Instruments & Supplies
3. **Alternative suppliers that can or might be able to provide supply/service:** None; warranty and software is proprietary to Allen Instruments & Supplies. No other supplier provides software upgrades, license renewals, and technical support due to its proprietary nature.
4. **Extent of market search conducted:** None.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:** The District is renewing the software maintenance with Allen Instruments for the (1A) Trimble Business Center software, (1B) Trimble Real Works, and (1C) Trimble Access Software, as well as (2) extending the product warranty for 13 pieces of Trimble Equipment (S/N SS29C01105, SS13A07513, SS57C16665, SS60C18205, SS1C19199, SS60C18287, 4838158645, 4849161121, 492117353, 4918170211, 5026435094, 5238496738, 5244499684).
6. **Reasons why my department requires these unique features and what benefit will accrue to the county:** Continued maintenance is needed for software that works with our Trimble Surveying equipment and will provide technical support and software updates for the (1A) Trimble Business Center software, (1B) Trimble Real Works, and (1C) Trimble Access Software. The software and warranty extensions for the 13 pieces of equipment listed above are needed by our surveyors as they perform their land surveying duties to support the construction of District facilities.

**TO:** County Purchasing Department

**RE:** Sole Source Procurement – Allen Instruments & Supplies  
Request for (1) Software Maintenance and (2) Extended Warranty for 13 Pieces of Trimble Equipment


7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:** Fiscal Year 13/14 (1A-C) \$8,746.42, (2) \$1,429.07 = Grand total of \$10,175.49, compared to FY 12/13 grand total of \$10,347.24. The District is receiving a ten percent (10%) discount off the retail price list. The vendor certifies that the prices are the lowest offered to any comparable government agency.

8. **Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).** No

9. **Period of Performance:** FY13/14

	
_____	_____
<b>Department Head Signature</b>	<b>Date</b>

Purchasing Department Comments:

<input checked="" type="radio"/> Approve	<input type="radio"/> Approve with Condition(s)	<input type="radio"/> Disapprove
Not to exceed: \$ <u>55,000</u>	One time	Annual Amount through <u>6-30-2016</u>
	<u>9-12-13</u>	<u>14-133</u>
_____	_____	_____
<b>Purchasing Agent</b>	<b>Date</b>	<b>Approval Number</b>
		<i>(Reference on Purchasing Documents)</i>

AO:mc  
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