

HEBER PUBLIC UTILITY DISTRICT REPORT TO BOARD OF DIRECTORS

MEETING DATE: February 15, 2018

FROM: Laura Fischer, General Manager

SUBJECT: Authorize the preparation and submittal of a Request for Proposal for park signage at four District owned parks.

ISSUE:

Shall the Board of Directors authorize the preparation and submittal of a Request for Proposal for park signage at four District owned parks?

GENERAL MANAGER’S RECOMMENDATION:

It is recommended that the Board of Directors authorize the preparation and submittal of a Request for Proposal park signage at four District owned parks.

FISCAL IMPACT: Estimated at \$15,000 for all four park signs.

This amount is included in the operating budget for the parks department, but will need to be reprogrammed.

EQUIPMENT OUTLAY SUMMARY FY 2017-2018						
Description of Equipment:	Estimated cost	Units	Parks	Water	Wastewater	Total
Capital Outlay (Office):			10.0%	45.0%	45.0%	100.0%
	Estimated cost		Parks	Water	Wastewater	
Hardware Equipment - Replace (Repair)	15,000		1,500	6,750	6,750	15,000
Totals for Capital Outlay (Office) ->	15,000		1,500	6,750	6,750	15,000
Christmas lights	10,000		10,000			
Picnic tables, benches & Shade @ children's park	25,000		25,000			25,000
Picnic tables, benches & Shade @ Jig Johnson Park	25,000		25,000			25,000
Area lights INCLUDE IN CIP (\$30,000)	-		0			0
Trencher	3,500		3,500			3,500
Backhoe - (Case, Ford, etc) \$130K	-					0
2" Compound meters C4000 and or EVOQ4	8,000	3		8,000		8,000
250 -3/4 including AMR	40,000	250 sets		40,000		40,000
Spare Fire Hydrants	5,000			5,000		5,000
Totals for Capital Outlay (Equipment) ->	116,500		63,500	53,000	0	116,500
Totals for Capital Outlay (Special Projects) ->	131,500		65,000	59,750	6,750	131,500

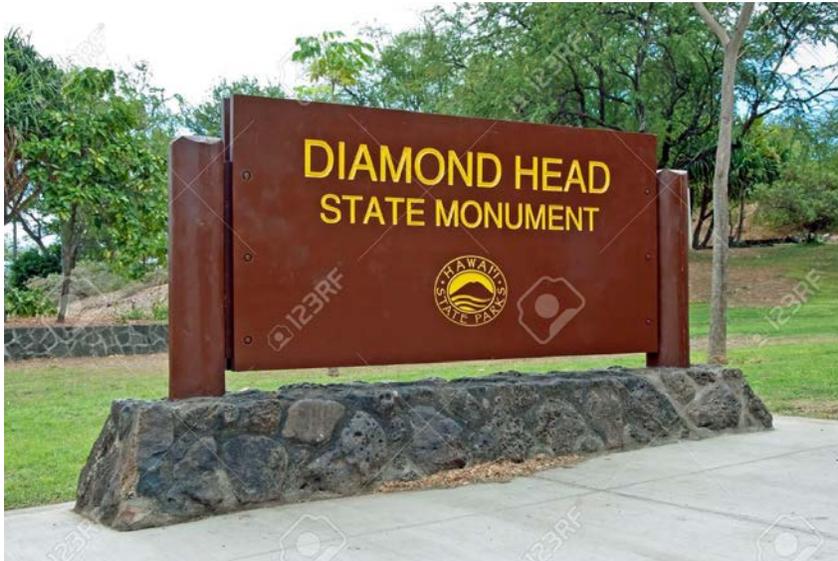
\$13,825 of the funding programmed for Children’s Park has been allocated for the fence replacement. There will be about \$11,000 of funds allocated for Children’s Park. Additionally there is \$25,000 allocated for Jiggs Johnson Park, which has not been expended. These funds could be used for the signage.

DISCUSSION:

Staff is proposing to prepare the RFP to purchase four park signs. HPUD staff will install them.

There are many options, but staff has presented some of our favorites.





CONCLUSION:

Staff recommends authorization to prepare and submit a Request for Proposal for four park signs. Staff recommends the Board select the type of signs that they would like to see at our parks, and select the color of the signs. We will prepare the bid, purchase and install the signs.

The material options are: acrylic, aluminum, and wood.

The signs can be on posts or a monument type that is on the ground.

The Board should select a base color.

ALTERNATIVE:

- 1) Do not authorize the preparation and submittal of a Request for Proposal for park signs.
- 2) Provide alternative direction to staff regarding the signage at our parks.

Respectfully Submitted,

Laura Fischer, General Manager