



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Lance Meyer, P.E., City Engineer

DATE: February 15, 2021

SUBJECT: **GPS RECEIVER BUDGET AMENDMENT (4586 / 2019380002)**

I. RECOMMENDED ACTION

1. Recommend council approve the attached budget amendment and transfer of cash reserves.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	701-857-4100
Emily Huettl, Assistant City Engineer	701-857-4100

III. DESCRIPTION

A. Background

The department's current GPS survey equipment is 10 years old and was purchased just before the flood. The department is in need of new equipment and has been budgeting for this purchase over the last three years.

B. Proposed Project

A budget amendment is required to bring 2019 and 2020 budgeted funds into the 2021 budget for the purchase.

C. Consultant Selection

Frontier Precision from Bismarck is the only authorized Trimble reseller in our region.

IV. IMPACT:

A. Strategic Impact:

The department's GPS survey equipment is used almost daily for survey related tasks. Survey equipment is a critical piece of equipment for an engineering department.

B. Service/Delivery Impact:

The new GPS receivers are much more accurate under tree cover and other obstructions than the older equipment allowing staff to utilize this equipment more frequently.

C. Fiscal Impact:

Funding for this equipment has been spread over three years to reduce the financial burden on the past three budgets. \$10,000 was budgeted in 2019 and again 2020.

Project Costs

Equipment Purchase	\$35,813.25
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<u>Project Funding</u>	
Capital Equipment 42038000-57500	
2021 Budget	\$18,000.00
Transfer from Cash Reserves	<u>17,813.25</u>
Total	\$35,813.25

V. ALTERNATIVES

Council could choose not to approve the purchase. However, our equipment is aging and a purchase will be necessary at some point in the near future. The department cannot be without this equipment.

VI. TIME CONSTRAINTS

The quote is valid until March 4th at which time a requote may be necessary.

VII. LIST OF ATTACHMENTS

A. Budget Amendment