



Legislation Text

File #: 18-0255, **Version:** 2

Resolution to Approve Amendment No. 1 to the Services Agreement with Utilities Instrumentation Service for Electrical and Instrumentation Services (\$75,000.00)

This memorandum and resolution requests approval of Amendment No. 1 to the services agreement for electrical and instrumentation services with Utilities Instrumentation Service (UIS) for an additional \$75,000.00 through June 2019.

In June 2016, the City issued a request for proposals to award one contract for electrical and instrumentation services for a total of up to \$120,000.00 through June 2019. The scope of work involves transformer testing, infrared testing of switchgear, testing of medium voltage breakers at City substations and generators, programming and calibration of instrumentation, Supervisory Control And Data Acquisition (SCADA) support and troubleshooting, Programmable Logic Controller (PLC) programming, and tuning and testing of dam and hydroelectric generator controls.

The Water Treatment Services Unit (WTSU) has the need for supplementary onsite support due to the retirement of a key employee, in addition to the annual instrumentation support services in UIS' scope of work, which is estimated to be \$75,000.00. An amendment to UIS' service agreement is required to cover the additional \$75,000.00 in work anticipated through the duration of the Contract, bringing the total contract value not-to-exceed \$195,000.00. Although the finding is for services through the end of FY19, renewal of the contract for a continuation of the services in FY19 is subject to approval by the City Administrator and is not changed by this amendment.

Utilities Instrumentation Service complies with the City's Living Wage and Non-discrimination Ordinances.

These services are to be funded from the approved FY18 Water Supply System, Parks, and Hydro Fund operating budgets, for which services are rendered, and funding for FY19 is subject to availability.

Prepared by: Brian Steglitz, P.E., Manager, Water Treatment Services Unit

Reviewed by: Craig Hupy, Public Services Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City issued a Request for Proposal 975 for Electrical and Instrumentation Support Services for the Water Treatment Services Unit for calibration, testing, inspection, programming, troubleshooting, and preventive maintenance on Water Treatment, Dam, and Hydroelectric Generator electrical equipment and instrumentation;

Whereas, Utilities Instrumentation Service is qualified to perform the specified work and provided competitive pricing;

Whereas, Utilities Instrumentation Service was awarded a contract to perform Electrical and Instrumentation Services for the WTSU in July 2016 for an amount up to \$120,000.00 through FY19 (R-16-305);

Whereas, The WTSU has a need for additional onsite support due to retirement of key personnel;

Whereas, Funds are available in the Water Supply System, Parks, and General Fund operating budgets and approval for subsequent years is subject to the availability of funding; and

Whereas, Utilities Instrumentation Service complies with the City's Living Wage and Non-Discrimination Ordinances;

RESOLVED, That Amendment No. 1 in the amount of \$75,000.00 to the Services Agreement with Utilities Instrumentation Service be approved;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the contract for services after approval as to substance by the City Administrator and approval as to form by the City Attorney;

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution; and

RESOLVED, That the funds be available for the life of the project(s) until the Service Agreement ends on June 30, 2019.