

September 6, 2016

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution authorizing execution of a System Purchase Agreement and 4 year maintenance agreement (with the option for annual renewals thereafter) with XC2 Software, LLC for the purchase of the XC2 Backflow (Cross Connection Control) software, in an amount not to exceed \$161,803 for the initial four years, exclusive of all applicable taxes.

FISCAL IMPACT

This resolution authorizes the City to enter into agreement with XC2 Software LLC, Inc. for an amount not to exceed of \$122,820. This includes the software and applicable licenses, the first year of maintenance and support, data conversion and cleanup, project services as needed and training. The total not-to-exceed contract amount is exclusive of all applicable taxes. Sufficient funds have been budgeted in the 2015-2016 operating budget.

STAFF CONTACTS

Nav Ota, Utilities Director 452-2041

Joe Harbour, Utilities O&M Assistant Director 452-2014

Utilities Department

POLICY CONSIDERATION

Utilities Department Policies

- UT-5. Encourage new and cost-effective emerging information and telecommunications technologies that would benefit city utility users and improve utility service and efficient water and energy use.

Utilities Department Practice

The Utilities IT Strategic Plan addresses how the policy above will be accomplished:

- Business Strategy 1 - Implement sound Assets Management practices to allow for sustainable assets data collection, monitoring, and reporting for storm, water, and wastewater assets
- Business Strategy 3– Adopt standard practices for data quality and integration
 - Goal 3: Improve Water Quality data management to ensure effective water quality programs.

City Contracting Policies

- Bellevue City Code 4.28.030: The City's procurement policy, updated January 1, 2015, supports open, fair, and transparent procurement of services in accordance with the City Code and state law. Because of the amount of this contract, Council approval is required.

DIRECTION NEEDED FROM COUNCIL

☒ Action
☐ Discussion
☐ Information

BACKGROUND

State drinking water rules require public water systems to develop and implement Cross-Connection Control (CCC) programs to protect public health. A cross connection is a permanent or temporary piping arrangement which can allow the drinking water to become contaminated if a backflow condition occurs. Under these CCC programs, some water system customers (property owners) may have to install backflow prevention assemblies to prevent the undesired reversal of normal flow in the drinking water system due to fluctuating water pressures. These backflow assemblies must be tested on an annual basis by certified backflow assembly testers to make sure they work properly.

Under the Washington Administrative Code (WAC), the City of Bellevue is required to implement a written CCC Program which includes developing and maintaining cross connection control records.

Following WAC requirements, the CCC program within the City of Bellevue's Utilities O&M Water Quality section manages a database with inspection records and history of over 12,000 privately owned backflow assemblies across the water service area. This number increased by 4,000 backflow assemblies over the last 10 years. In addition, site surveys or site inspections of internal plumbing use, as well as backflow assemblies are required as listed above. All records associated with the CCC program are required to be saved and reported out on an annual basis to the Department of Health (DOH).

This software will replace an out of date 2004 database with a new database that has enhanced functionality to address DOH reporting requirements and improved record keeping capabilities. We anticipate this software upgrade will improve staff productivity and program effectiveness, freeing up staff time to do more on-site high hazard inspections as required under the WAC.

EFFECTIVE DATE

If approved, this Resolution becomes effective immediately upon Council adoption.

OPTIONS

1. Adopt Resolution authorizing execution of a purchase agreement with XC2 Software LLC for the purchase of XC2 Backflow (Cross Connection Control) software.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1.

MOTION

Move to adopt Resolution No. 9134 authorizing execution of a System Purchase Agreement and 4 year maintenance agreement (with the option for annual renewals thereafter) with XC2 Software, LLC for the purchase of the XC2 Backflow (Cross Connection Control) software, in an amount not to exceed \$161,803 for the initial four years, exclusive of all applicable taxes.

ATTACHMENTS

Proposed Resolution No. 9134

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

System Purchase Agreement with XC2 Software LLC