

**CITY COUNCIL REGULAR SESSION**

Resolution authorizing execution of a five-year agreement with Sigma Six Solutions, Inc. for emergency power and uninterruptible power supply (UPS) maintenance at City Hall and Bellevue Service Center, in a total contract amount not to exceed \$250,270, plus all applicable taxes.

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**EXECUTIVE SUMMARY**

This Resolution provides required testing and maintenance service to the emergency power system and uninterruptible power supply (UPS) that are critical to the operations of NORCOM, Police, Fire, telemetry, life safety systems, and IT servers at City Hall and Bellevue Service Center.

**RECOMMENDATION**

Move to adopt Resolution No. 9503.

If approved, effective date: 12/10/2018

**BACKGROUND/ANALYSIS**

This proposed agreement includes scheduled testing and preventive maintenance of the uninterruptible power supply (UPS), electrical switchgear, and emergency power generators supplying City Hall and Bellevue Service Center with emergency power.

A UPS at City Hall is critical to supporting continuous operation of NORCOM, Police, Fire, and other City operations. The three emergency power generators at City Hall provide emergency backup power when utility power is interrupted. Should the utility power fail, the existing closed transition electrical switchgear provides a smooth and seamless transition from utility power to generator power. The switchgear is also used for monthly testing of the battery backup power systems (UPS) in City Hall that is a secondary backup for operation of NORCOM'S 911 center, IT servers, and telemetry servers.

In 2002, the City purchased the Qwest building for new City Hall. At that time, Sigma Six was instrumental in evaluating, engineering, and documenting the City's emergency power systems. Sigma Six has continued to provide the monthly testing, maintenance, and support services for emergency power at City Hall and Bellevue Service Center. In 2014, they were part of the engineering team for the installation of new emergency power switchgear at City Hall. Sigma Six is a local National Electrical Testing Association level III and level IV certified independent company for electrical power testing, thus meeting emergency response and preventive maintenance requirements. They also have a unique working knowledge and documentation of the City's emergency power systems. These factors have supported contracting with Sigma Six through a competitive exception. Per contracting policy, a Notice of Intent to contract with Sigma Six without a competitive process was published on November 2 in the Seattle Times and Daily Journal of Commerce. No other companies offered objection by the November 16 deadline.

## **POLICY & FISCAL IMPACTS**

### **Policy Impact**

#### Bellevue City Code

BCC 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required to award the bid where the cost exceeds \$90,000.

BCC 4.28.130 allows for the procurement of services without obtaining competitive bids when specific conditions are met and approved by the Finance Director.

#### Electrical and Life Safety Code

Monthly emergency power system testing, and documentation is required per electrical and life safety codes.

#### Comprehensive Plan, Neighborhoods Element

N-2. Ensure police, fire and emergency services provide high levels of public safety that respond to growth and changing community needs.

### **Fiscal Impact**

Approval of this action obligates the City to pay up to \$250,270 to Sigma Six Solutions, Inc. for emergency power and UPS maintenance service at City Hall and Bellevue Service Center through December 31, 2023. This expenditure was anticipated within the 2019-2020 proposed Facility Services Fund budget for the first two-year term of the contract. Future funding for the remaining years of the contract will be requested in subsequent budget processes.

## **OPTIONS**

1. Adopt the Resolution authorizing execution of a five-year agreement with Sigma Six Solutions, Inc. for emergency power and uninterruptible power supply (UPS) maintenance at City Hall and Bellevue Service Center, in a total contract amount not to exceed \$250,270, plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

## **ATTACHMENTS & AVAILABLE DOCUMENTS**

Proposed Resolution No. 9503

## **AVAILABLE IN COUNCIL LIBRARY**

Proposed Contract