

CITY COUNCIL REGULAR SESSION

Resolution authorizing execution of a five-year agreement with S&B, Inc., in an amount not to exceed \$8,000,000, plus all applicable taxes, for Utilities On-Call Professional Services for Systems Integration..

Nav Ota, Director, 452-2041

Joe Harbour, Assistant Director of Operations & Maintenance, 452-2014

Utilities Department

EXECUTIVE SUMMARY

This Resolution authorizes the execution of a five-year agreement with S&B, Inc. for Utilities On-Call Professional Services for Systems Integration. This on-call contract will provide professional engineering and related services needed for development and delivery of Bellevue Utilities SCADA Master Plan and system integration projects, including both CIP projects and operational needs.

RECOMMENDATION

Move to adopt Resolution No. 9837

BACKGROUND/ANALYSIS**Utilities Telemetry and SCADA Systems**

The Utilities' Telemetry (automated communications process by which measurements and data collected at remote points are transmitted to receiving equipment) and Supervisory Control And Data Acquisition (SCADA) systems provide a communications network that monitors, controls and operates the City's water, wastewater, and storm and surface water systems. The telemetry/SCADA systems provide 24-hour continuous monitoring of all three (drinking water, wastewater, and surface water) piped utility facilities at pumping stations, reservoirs, pressure control vaults, water inlet stations, surface water detention facilities, and stream monitoring. The systems also provide intrusion detection alarms for all three utilities. In addition, the telemetry/SCADA systems are used to control and operate the utility system by turning pumps on and off, opening and closing valves and gates, and sounding alarms when the utility system is operating outside of set parameters. Furthermore, the telemetry/SCADA systems perform after-hours paging of alarms to standby personnel. Telemetry and SCADA historical data also informs engineering and operations on how to best operate and design facilities. Utilities maintains a complex system that includes 24 drinking-water reservoirs, 69 water and wastewater-pumping stations, and 11 surface-water regional detention systems. Given the importance of the utility systems, it is critical to have reliable and fully functioning telemetry and SCADA systems.

Utilities SCADA Master Plan

In 2018, Utilities embarked on a SCADA Master Planning effort to modernize and improve our Telemetry and SCADA Systems. The result of this effort is a comprehensive plan to modernize and upgrade our system in many areas including, but not limited to: communications, system data and resiliency, field sensors, process controls, security, and visualization. In addition to ongoing operational

and capital improvement project (CIP) integrator support needs, this contract will support the implementation of the SCADA Master Plan roadmap.

Use of On-Call Professional Services Contracting

On-call contracting for professional engineering services has been widely used by state, county and municipal agencies in Washington for many years. On-call contracts do not guarantee that the consultants will receive a specific volume of work or a specific total contract amount, but are instead structured agreements for pricing of hourly rates to perform specified work tasks and include descriptions of project delivery requirements and contractual terms and conditions.

To procure this contract we used a competitive selection process to obtain the most qualified consulting firm to perform our SCADA system integration work. The procurement process is described further below.

Competitive Selection Process

A request for qualifications (RFQ) for On-Call Professional Services was released on July 30 and was open until August 20. All engineering consultants on the City's roster were notified and advertisements were published in The Seattle Times and The Daily Journal of Commerce on July 30 and August 6.

The following two consultant firms submitted Statements of Qualifications (SOQs):

- S&B, Inc
- Casne Engineering

A selection team from the Utilities Operations & Maintenance (O&M) Division reviewed the SOQs during the week of August 24, 2020. The selection team met on September 2 and selected the most qualified consulting team, which was S&B, Inc.

Primary areas of evaluation were:

- Consultant's demonstrated understanding of the scope and purpose of the on-call services contract.
- CIP Services: Ability to provide bid documents or sections of bid documents for public works construction projects (plans, specifications and cost estimates) during the design phase of a project. Ability to participate, coordinate and communicate with design teams and operations and maintenance personnel during the design and construction phase of a project. Ability to provide the equipment, materials, labor, testing, start-up and quality control services during the design phase of a CIP project.
- O&M Services: Maintenance and Operational Services, including the below requirements:
 - Emergency troubleshooting and repair of SCADA hardware and software systems;
 - Regular updates to control logic and visualization software;
 - Design and installation support for in-house upgrade projects; and
 - Prepare new and update as requested: electrical drawings, schematics, and process control documents.
- Emergency Response Capability; proximity, equipment, availability and physical response time, troubleshooting ability and diagnostics of hydraulic system challenges, see section above for requirements.

- Quality Assurance / Quality Control – The consultant’s approach to a Quality Plan for design, fabrication, installation, programming and commissioning. The plan includes standards, processes, documentation and audits according to QA/QC industry standards.
- The consulting team’s pertinent project experience and background highlighting its qualifications. This included relevant information about the listed projects, such as scale/scope of highlighted projects, challenges, and notable successes.
- Qualifications and experience of key personnel expected to lead and participate in the on-call work and description of roles/responsibilities of team members on past projects related to the potential on-call project assignments.

As required by state law relating to contracts for architectural and engineering services, the City selects the most qualified consultants for the type of project work envisioned. The price or cost of the service may not be considered when determining which consultant is the most highly qualified.

Professional Services Agreement with S&B, Inc.

Based on the information presented in the SOQs, staff determined that S&B, Inc. was the most qualified based on its teams’ demonstrated great depth of expertise and that it had a history of exceptional performance on projects similar to the work expected to take place under the on-call contract.

POLICY & FISCAL IMPACTS

Policy Impact

The Utility shall invest resources as necessary to construct, maintain and renew water system infrastructure and equipment such that Utility customers are provided consistent, reliable service, except during maintenance activities. (Water System Plan)

The Utility shall invest resources as necessary to construct, maintain and renew sewer system infrastructure and equipment such that Utility customers are provided consistent, reliable service. (Wastewater System Plan)

The Utility Department shall identify drainage capital projects that prevent or reduce flooding or property damage, protect or improve water quality, and maintain or improve the reliability and integrity of the drainage system. (Storm Water System Plan)

Utilities Department practice: It is the Utilities Department’s long-standing practice to use outside consulting services when existing Utility resources are not available or sufficient to complete a project. This contract is consistent with this practice.

Bellevue City Code Chapter 4.28: The City’s procurement policies support 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.

Fiscal Impact

This contract authorizes the City to spend up to \$8,000,000 over a 5-year period in accordance with authorized budgetary authority. This expenditure will be fully funded through various Utility CIP projects and Water, Sewer, and Stormwater Operating Funds in the bi-annual Council approved budgets. S&B,

Inc. will be involved in CIP projects to upgrade and or/replace aging Water and Wastewater Pump Stations and Reservoirs. Total expenditures under the contract will be monitored by the project manager and services will not be requested from any vendor unless sufficient funds are available to cover the services.

OPTIONS

1. Adopt the Resolution authorizing execution of a five-year agreement with S&B, Inc., in an amount not to exceed \$8,000,000, plus all applicable taxes, for Utilities On-Call Professional Services for Systems Integration.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS & AVAILABLE DOCUMENTS

Proposed Resolution No. 9837

AVAILABLE IN COUNCIL LIBRARY

Professional Services Agreement with S&B, Inc.