



Agenda Item No. _____
File Code No.

CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

ITEM 6

AGENDA DATE: October 28, 2014

TO: Mayor and Councilmembers

FROM: Water Resources Division, Public Works Department

SUBJECT: Contract For Asset Management Support Services For The El Estero Wastewater Treatment Plant

RECOMMENDATION:

That Council authorize the Public Works Director to execute a contract with Carollo Engineers, Inc., in the amount of \$238,986 to provide asset management support services for the El Estero Wastewater Treatment Plant, and authorize the Public Works Director to approve expenditures of up to \$23,899 for extra services of Carollo Engineers, Inc., that may result from necessary changes in the scope of work, for a total not-to-exceed amount of \$262,885.

DISCUSSION:

The City owns and operates an activated sludge wastewater treatment plant (El Estero). El Estero requires continual maintenance and refurbishment due to the nature of its operations. El Estero staff have developed an asset management system to ensure that these important maintenance and refurbishment activities are performed in an effective manner.

On October 18, 2011, the City awarded to Carollo Engineers, Inc. (Carollo), a contract for asset management system services through a competitive Request for Proposals process. Since that time, this contract has been renewed twice to provide for continuation of professional support services for further development and implementation of the El Estero Asset Management System.

At this time, City staff is requesting that Council authorize the Public Works Director to execute a new professional services contract with Carollo to conduct the following El Estero asset management related work tasks:

- Analyze all maintenance tasks in the current El Estero Computer Maintenance Management System (CMMS) software and streamline the tasks so as to prepare updated versions of the resulting top 200 maintenance tasks, with

appropriate information related to task description, staff number/staff time, and tools/equipment/parts/materials required for these tasks.

- Provide technical support to City staff for the evaluation and selection of a new CMMS software product to replace the outdated CMMS software currently utilized at El Estero. The City plans to conduct a Request for Proposals process to review a wide range of available CMMS software products and make a software product selection in Fiscal Year 2015. The current software vendor has notified the City that it will no longer support the existing software product in use.
- Provide technical support to City staff for the implementation of the newly selected CMMS software product. This technical support consists of data extraction, business process configuration, integration, report development, and user training efforts needed to support the successful implementation of the new software product.

Carollo has provided similar services for other public wastewater agencies with similar asset management support needs. While many El Estero Asset Management Program responsibilities are undertaken by City staff, some critical information technology-related database management and business process implementation activities are highly specialized and are more cost-effectively performed by outside consultants.

At its meeting on October 13, 2014, the Board of Water Commissioners voted **x-x-x** to approve staff's recommendation.

BUDGET/FINANCIAL INFORMATION:

This project was anticipated, and there are adequate appropriated funds in the Wastewater Fund for this work.

PREPARED BY: Chris Toth, Wastewater System Manager/CJT/mh

SUBMITTED BY: Rebecca J. Bjork, Public Works Director

APPROVED BY: City Administrator's Office