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CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

Agenda Item No. _____

File Code No. _____

AGENDA DATE: May 2, 2017

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 City Professional Services contract with Carollo Engineers in the amount of \$119,596 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 \$11,959 for extra services of Carollo Engineers that may result from necessary changes in the scope of work.

DISCUSSION:

The City owns and operates a wastewater treatment plant (El Estero), which 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 25, 2011, the City awarded to Carollo Engineers, Inc. (Carollo) a contract for asset management system services through a competitive Request for Proposals process, which included solicitation of proposals from 21 firms. The scope of work for this effort was anticipated to take several years to complete. To provide sufficient flexibility to the City for funding and quality control, it was broken up over several contract amendments. To date, this contract has been renewed three times to provide for continuation of professional support services for ongoing development and implementation of the El Estero Asset Management System. The most recent contract, awarded on October 28, 2014, was focused on technical support to evaluate, select, and implement a new Computerized Maintenance Management System (CMMS) for El Estero. This work is now complete, and El Estero has a new CMMS.

At this time, City staff is requesting that Council authorize a contract with Carollo to provide additional services related to optimizing the new CMMS and asset management program, generally consisting of the following tasks:

- Develop user guides for the new CMMS to augment the out of the box help guides;
- Provide support and documentation for updating standardized business processes as part of the maintenance and asset management programs;
- Provide additional training on the new CMMS;
- Develop new custom reports using the new CMMS;
- Optimize the preventative maintenance program by tracking asset criticality, condition assessment, performing a remaining useful life determination, and rehabilitation or replacement cost estimating;
- Develop maintenance tasks for the secondary treatment process and add desalination related assets and maintenance tasks into the CMMS; and,
- Update the electronic operation and maintenance manual with new assets.

Carollo's asset management support since 2011 has been essential in assisting staff to optimize performance at El Estero. While many asset management and CMMS 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.

There are sufficient funds appropriated in the Wastewater operating fund to cover this contract. A copy of the contract is available for public review in the City Clerk's Office.

At its meeting on April 20, 2017, the Water Commission voted x-x-x in support of the staff's recommendations.

PREPARED BY: Lisa Arroyo, Wastewater System Manager/cmw

SUBMITTED BY: Rebecca J. Bjork, Public Works Director

APPROVED BY: City Administrator's Office