RESOLUTION NO. U-11053

A RESOLUTION related to the purchase of materials, supplies, equipment and the furnishing of services; authorizing the City officials to enter into contracts and, where specified, waive competitive bidding requirements, authorize sale of surplus property, or increase or extend existing agreements.

WHEREAS the City of Tacoma, Department of Public Utilities, requested bids/proposals for the purchase of certain materials, supplies, equipment and/or the furnishing of certain services, or proposes to purchase off an agreement previously competitively bid and entered into by another governmental entity, or for the sales of surplus, or desires to increase and/or extend an existing agreement, all as explained by the attached Exhibit "A," which by this reference is incorporated herein, and

WHEREAS in response thereto, bids/proposals (or prices from another governmental agreement) were received, all as evidenced by Exhibit "A," and

WHEREAS the Board of Contracts and Awards and/or the requesting division have heretofore made their recommendations, which may include waiver of the formal competitive bid process because it was not practicable to follow said process, or because the purchase is from a single source, or there is an emergency that requires such waiver, and/or waiver of minor deviations, and in the case of sale of surplus, a declaration of surplus has been made certifying that said items are no longer essential for continued effective utility service, as explained in Exhibit "A," and

WHEREAS the Director requests authorization, pursuant to TMC 1.06.269 A, to amend contract amounts up to $200,000 and to approve term extensions and renewals for all items contained in Exhibit "A;" Now, therefore,

BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

That the Public Utility Board of the City of Tacoma hereby concurs and approves the recommendations of the Board of Contracts and Awards and/or the requesting division, and approves, as appropriate: (1) the purchase and/or furnishing of those materials, supplies, equipment or services recommended for acceptance; (2) the sale of surplus materials, supplies or equipment recommended for acceptance; (3) the Interlocal agreement that authorizes purchase off another governmental entity's contract; (4) the increase and/or extension of an existing agreement, and said matters may include waiver of the formal competitive bid process and/or waiver of minor deviations, all as set forth on Exhibit "A," and authorizes the execution, delivery and implementation of appropriate notices, contracts and documents by the proper officers of the City for said transactions, and (5) the administrative authority of the Director, per TMC 1.06.269 A., to amend contract amounts up to $200,000 and to approve term extensions and contract renewals for all items in Exhibit "A."

Approved as to form and legality:

Chief Deputy City Attorney

Chair

Secretary

Clerk

Adopted

TACOMA POWER | TACOMA WATER | TACOMA RAIL
TACOMA PUBLIC UTILITIES

EXHIBIT "A"
RESOLUTION NO.: U-11053
ITEM NO.: #1
MEETING DATE: JANUARY 9, 2019

TO: Board of Contracts and Awards
FROM: Chris Robinson, Power Superintendent/COO, CR
Joseph A. Wilson, PE, Transmission and Distribution Manager,
Kimberlie Kerner, Transmission and Distribution Contract Program Manager
COPY: Public Utility Board, Director of Utilities, Board Clerk, SBE Coordinator, LEAP Coordinator, and Alex Clark, Finance/Purchasing
SUBJECT: Increase Contract for 15kV URD Cable Accessories
Request for Bids Specification No. PT16-0163F, Contract No. 4600011779
January 9, 2019
DATE: December 27, 2018

RECOMMENDATION SUMMARY:
Tacoma Power requests approval to increase Contract No. 4600011779 with Anixter Inc., Portland, Oregon, by $125,000, plus any applicable tax, to allow for the continued supply of 15kV URD cable terminations and accessories to be utilized within Tacoma Power's distribution system. This increase will bring the contract to accumulative total of $325,000.

BACKGROUND:
ISSUE: The original estimate was based on the historical usage of 15kV URD cable terminations and projections by T&D engineering groups at the beginning of 2016. Due to the aggressive cable replacement build out in 2016, through the first half of 2018, the actual need for 15kV URD cable terminations exceeded the original projections. The increase in the contract is necessary to provide for the continued supply of 15kV URD cable terminations through the initial term and the first of two potential one-year extensions.

ALTERNATIVES: Tacoma Power could issue a new Request for Bids for the cable terminations and accessories. This would not be advisable, however, as the bid submittal provided by the second low was 14.7% higher than the Anixter, Inc. submittal. Issuing a new RFB would likely result in higher cost and delayed delivery.

COMPETITIVE SOLICITATION:
Request for Bids Specification No. PT16-0163F was opened May 24, 2016. Two companies were invited to bid in addition to normal advertising of the project. Two submittals were received and a contract was awarded to the low bidder, Anixter Inc.

CONTRACT HISTORY: This contract was awarded as a result of Request for Bids Specification No. PT16-0163F to Anixter, Inc. in May 2016. The original contract award was in the amount of $200,000 for a three-year term through July 13, 2019, with two one-year renewal options.

SBE/LEAP COMPLIANCE: Not applicable

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FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
2019/2020 Capital Outlay Budget.	N/A	5230100	$125,000.00
TOTAL			

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
N/A			
TOTAL			

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: $83,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A

Chris Robinson, Power Superintendent/COO

APPROVED:

Jackie Flowers / Director of Utilities

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TACOMA PUBLIC UTILITIES

EXHIBIT "A"
RESOLUTION NO.: U-11053
ITEM NO.: #2
MEETING DATE: JANUARY 9, 2019

TO: Board of Contracts and Awards

FROM: Tony Lindgren, P.E., Tacoma Water Distribution Engineering Division Manager
Ryan M. Flynn, P.E., Tacoma Water Distribution Engineering Assistant Division Manager

COPY: Public Utility Board, Director of Utilities, Board Clerk, SBE Coordinator, LEAP Coordinator, and Doreen Klaaskate, Finance/Purchasing

SUBJECT: Water Main Replacement Project No. MRP 2017-27
Request for Bids Specification No. WD18-0296F – January 9, 2019

DATE: December 24, 2018

RECOMMENDATION SUMMARY:
Tacoma Water Distribution Engineering recommends a contract be awarded to Pape & Sons Construction Inc, Gig Harbor, WA, for the replacement of acquired asbestos cement and plastic water mains in the vicinity of 50th Avenue East and 128th Street East in Pierce County, in the amount of $395,044.50, plus any applicable taxes.

BACKGROUND:
This project consists of furnishing all labor, tools and materials for replacing asbestos cement and plastic water main acquired from the Curran Road Mutual Water Association (Curran Road) in the vicinity of 50th Avenue East and 128th Street East in Pierce County. The project will construct approximately 2,648 linear feet of 8-inch, 6-inch and 4-inch ductile iron water main.

In 2017, the Public Utility Board and City Council authorized the acquisition of the Curran Road water system. The proposed water main work was identified for replacement as part of the acquisition process. Water system improvements within the former Curran Road service area will ultimately be paid for through a surcharge on those customers receiving service within the former Curran Road service area. The customer surcharge is anticipated to have an approximate duration of 30-years.

COMPETITIVE SOLICITATION:
Request for Bids Specification No. WD18-0296F was opened December 18, 2018. Thirty-three companies were invited to bid in addition to normal advertising of the project. Four (4) submittals were received.

Pape & Sons Construction Inc submitted a bid that resulted in the lowest submittal after consideration of SBE participation goals. The table below reflects the amount of the base award.

Respondent	Location *(city and state)*	Submittal Amount	Evaluated Submittal
Pape & Sons Construction Inc	**Gig Harbor, WA**	**$ 395,044.50**	**$ 350,044.50**
Miles Resources LLC	Puyallup, WA	$ 463,691.48	$ 418,691.48
Northwest Cascade Inc	Puyallup, WA	$ 516,849.00	$ 471,849.00
Sound Pacific Construction	Gig Harbor, WA	$ 620,513.00	$ 575,513.00

Pre-bid Estimate: $546,523.00
The recommended award is 27.7 percent below the pre-bid estimate.

COMPETITIVE ANALYSIS:

CONTRACT HISTORY: New contract

SUSTAINABILITY: Not applicable.

SBE/LEAP COMPLIANCE: The recommended contractor is in compliance with the Small Business Enterprise (SBE) Regulation requirements per memorandum dated December 20, 2018. The SBE goal for this project is 5 percent. The SBE participation level of the recommended contractor is 5.06 percent. Pape & Sons Construction Inc submitted the lowest bid per the SBE Regulation requirements. The Local Employment and Apprenticeship Training Program (LEAP) goal is 15 percent.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Tacoma Water Bond Fund*	WTR-00560-04-04	5330100	$ 395,044.50
TOTAL			

* Excluding Applicable Sales Tax

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4600-10WC Water 2010 Construction Bond Fund*	586306	6311156	$ 395,044.50
TOTAL			

* Excluding Applicable Sales Tax

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FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: $ 395,044.50

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. Not applicable.

fw Scott Dewhirst, Water Superintendent

APPROVED:

Jackie Flowers, Director of Utilities/CEO

Community and Economic Development Department
Small Business Enterprise (SBE) Office
Evaluated Bid Status Report

To: Todd Honey

Date: December 20, 2018

Subject: **Water Main Replacement Project, MRP 2017-27**
Specification No. WD18-0269F

Contractor: **Pape & Sons Construction**
9401 Bujacich Road, Suite 1A
Gig Harbor, WA 98332

Subcontractor(s) to be used on the project: L&D Trucking, Janke Trucking and Advanced Government Services.

SBE Participation is 5.06%

SBE Evaluation

DESCRIPTION Water Main Replacement Project MRP 2017-27

Contract: WD18-0296F

SBE Goal: 5.00%

	Contractor Name	Base Bid	SBE Bid	SBE %	SBE Credit	Evaluated Bid
1	Pape & Sons Construction, Inc.	$ 350,044.50			$ -	$ 350,044.50
2	Miles Resources, LLC	$ 418,691.48			$ -	$ 418,691.48
3	Northwest Cascade, Inc.	$ 471,849.00			$ -	$ 471,849.00
4	Sound Pacific Construction	$ 575,513.00			$ -	$ 575,513.00

☒ APPROVED

The SBE Goal for this Specification was established at 5%; Pape & Sons Construction met the SBE Goal and was the lowest responsive bidder. No SBE evaluation is necessary and the SBE Office agrees with the recommended award to Pape & Sons Construction for this Specification.

☐ DISAPPROVED

Bidder is not considered responsive for the following reason(s):

☐ Bidder did not complete all necessary forms
☐ See attached memorandum dated _____.

C. Wickstrom

Carrie Wickstrom, SBE Coordinator

Item	Description	Unit	Quantity	ENGINEER'S ESTIMATE Bid Bond: 5% Unit Price	ENGINEER'S ESTIMATE Amount	Price & Rose Construction, Inc #1 BIDDER Bid Bond: 5% Unit Price	Price & Rose Construction, Inc #1 BIDDER Amount	Miles Resources, LLC #2 BIDDER Bid Bond: 5% Unit Price	Miles Resources, LLC #2 BIDDER Amount	Northwest Cascade, Inc #3 BIDDER Bid Bond: 5% Unit Price	Northwest Cascade, Inc #3 BIDDER Amount	Sound Pacific Construction #4 BIDDER Bid Bond: 5% Unit Price	Sound Pacific Construction #4 BIDDER Amount
WATER MAIN REPLACEMENT PROJECT MRP 2017-27													
1	Mobilization (1-09 7)	LS	1	$ 46 000 00	$ 46 000 00	$23 500 00	$23 500 00	$34 850 00	$34 850 00	$43 000 00	$43 000 00	$40 000 00	$40 000 00
2	Project Temporary Traffic Control (1-10)	LS	1	$ 23 000 00	$ 23 000 00	$14 500 00	$14 500 00	$42 650 00	$42 650 00	$52 000 00	$52 000 00	$40 000 00	$40 000 00
3	Removal and disposal of existing pavement, sidewalks, curbs, and gutters includes all thicknesses & combinations (2-02)	SY	1803	$ 20 00	$ 36 060 00	$8 00	$14 424 00	$16 00	$28 848 00	$5 00	$9 015 00	$12 00	$21 636 00
4	Trench Excavation & Disposal Incl. Haul (7-09 3(7) & 7-09 5)	CY	1448	$ 25 00	$ 36 200 00	$16 00	$23 168 00	$15 00	$21 720 00	$12 00	$17 376 00	$60 00	$86 880 00
5	Roadway Excavation Incl. Haul (2-03)	CY	120	$ 50 00	$ 6 000 00	$12 00	$1 440 00	$110 00	$13 200 00	$40 00	$4 800 00	$50 00	$6 000 00
6	Temporary HMA Class ½" PG64-22, 2-inch minimum depth, installed & removed (5-04 & 9-03 8)	SY	624	$ 30 00	$ 18 720 00	$18 00	$11 232 00	$18 00	$11 232 00	$28 00	$17 472 00	$42 00	$26 208 00
7	HMA Cl ½", PG64-22 (5-04 & 9-03 8)	TN	312	$ 130 00	$ 40 560 00	$108 00	$33 696 00	$110 00	$34 320 00	$188 00	$58 656 00	$122 00	$38 064 00
8	Mailbox Support Type 3 (8-14 1 to 8-14 5)	EA	5	$ 100 00	$ 500 00	$345 00	$1 725 00	$460 00	$2 300 00	$685 00	$3 425 00	$600 00	$3 000 00
9	Trench Shoring (7-09 3(7) & 7-09 5)	LF	2648	$ 1 00	$ 2 648 00	$1 00	$2 648 00	$0 01	$26 48	$0 50	$1 324 00	$1 00	$2 648 00
10	Crushed Surfacing Top Course for Trench Backfill (7-09 5 & 9-03 9(3))	TN	2247	$ 25 00	$ 56 175 00	$22 00	$49 434 00	$24 50	$55 051 50	$23 00	$51 681 00	$30 00	$67 410 00
11	Crushed Surfacing Top Course (4-04 5 & 9-03 9(3))	TN	2118	$ 30 00	$ 6 540 00	$39 00	$8 502 00	$36 50	$7 957 00	$36 00	$7 848 00	$56 00	$12 208 00
12	Trench Compaction Test (as directed by the Inspector) (7-09 3(11) & 7-09 5)	EA	56	$ 175 00	$ 9 800 00	$50 00	$2 800 00	$125 00	$7 000 00	$55 00	$3 080 00	$175 00	$9 800 00
13	8-inch Ductile Iron Pipe, Push-On Joint, ANSI/AWWA, C151, Special Thickness Class No. 52 (7-09.3(15)A, 7-09 5, 9-30 1(1), & 9-30 2(6))	LF	2609	$ 55 00	$ 143 495 00	$40 00	$104 360 00	$39 50	$103 055 50	$36 00	$93 924 00	$46 00	$120 014 00
14	6-inch Ductile Iron Pipe, Push-On Joint, ANSI/AWWA, C151, Special Thickness Class No. 52 (7-09.3(15)A, 7-09 5, 9-30 1(1), & 9-30 2(6))	LF	13	$ 45 00	$ 585 00	$45 00	$585 00	$66 00	$858 00	$35 00	$455 00	$70 00	$910 00
15	4-inch Ductile Iron Pipe, Push-On Joint, ANSI/AWWA, C151, Special Thickness Class No. 52 (7-09.3(15)A, 7-09 5, 9-30 1(1), & 9-30 2(6))	LF	26	$ 35 00	$ 910 00	$50 00	$1 300 00	$71 50	$1 859 00	$42 00	$1 092 00	$80 00	$2 080 00
16	8-inch Ductile Iron Tee, 3-B, M.J., in place (7-09.5 & 9-30.2(1))	EA	4	$ 400 00	$ 1 600 00	$265 00	$1 060 00	$210 00	$840 00	$395 00	$1 580 00	$700 00	$2 800 00
17	8-inch x 6-inch Ductile Iron Tee, 3-B, M.J., in place (7-09.5 & 9-30.2(1))	EA	2	$ 400 00	$ 800 00	$210 00	$420 00	$165 00	$330 00	$335 00	$670 00	$650 00	$1 300 00
18	8-inch x 4-inch Ductile Iron Tee, 3-B, M.J., in place (7-09 5 & 9-30 2(1))	EA	1	$ 205 00	$ 205 00	$200 00	$200 00	$160 00	$160 00	$335 00	$335 00	$650 00	$650 00
19	8-inch x 6-inch Ductile Iron Reducer, SEB-LES, M.J., in place (7-09 5 & 9-30 2(1))	EA	1	$ 300 00	$ 300 00	$125 00	$125 00	$100 00	$100 00	$256 00	$256 00	$600 00	$600 00
20	8-inch Ductile Iron Ell, 45°, M.J., in place (7 09 5 & 9-30.2(1))	EA	10	$ 400 00	$ 4 000 00	$186 00	$1 860 00	$120 00	$1 200 00	$256 00	$2 560 00	$600 00	$6 000 00
21	8-inch Ductile Iron Ell, 22.5°, M.J., in place (7-09.5 & 9-30.2(1))	EA	4	$ 400 00	$ 1 600 00	$184 00	$736 00	$120 00	$480 00	$256 00	$1 024 00	$600 00	$2 400 00
22	8-inch Transition Coupling, with 7-inch center ring, epoxy coating & stainless steel bolts, PVC to DI (7-09 5 & 9-30 2(1))	EA	2	$ 525 00	$ 1 050 00	$750 00	$1 500 00	$690 00	$1 380 00	$805 00	$1 610 00	$1 200 00	$2 400 00
23	6-inch Transition Coupling, with 7-inch center ring, epoxy coating & stainless steel bolts, AC to DI (7-09 5 & 9-30 2(1))	EA	1	$ 525 00	$ 525 00	$750 00	$750 00	$560 00	$560 00	$675 00	$675 00	$1 000 00	$1 000 00
24	8-inch Ductile Iron Cap, M.J., tapped 2-inch, in place (7-09 5 & 9-30 2(1))	EA	3	$ 100 00	$ 300 00	$100 00	$300 00	$82 50	$247 50	$205 00	$615 00	$500 00	$1 500 00
25	8-inch Ductile Iron Cap, M.J., tapped 2", installed and removed (7-09 5 & 9-30 2(1))	EA	1	$ 175 00	$ 175 00	$80 00	$80 00	$82 50	$82 50	$235 00	$235 00	$500 00	$500 00
26	4-inch Ductile Iron Cap, M.J., tapped 2-inch, in place (7-09 5 & 9-30 2(1))	EA	1	$ 100 00	$ 100 00	$60 00	$60 00	$46 00	$46 00	$165 00	$165 00	$500 00	$500 00
27	Temporary 2-inch Blow-Off Assembly, installed and removed (Dwg. 17-56-1) & (7-09.3(22) & 7-09 5)	EA	2	$ 200 00	$ 400 00	$1 000 00	$2 000 00	$1 300 00	$2 600 00	$675 00	$1 350 00	$1 300 00	$2 600 00
28	2-inch Blow-Off Assembly, in place (Dwg. 17-56-1) & (7-09 3(22) & 7-09 5)	EA	3	$ 800 00	$ 2 400 00	$1 900 00	$5 700 00	$2 000 00	$6 000 00	$2 005 00	$6 015 00	$1 700 00	$5 100 00
29	8-inch Mechanical Joint Restraining Glands, in place (7-09 5, 7-14 & 9-30 2(6))	EA	17	$ 75 00	$ 1 275 00	$62 50	$1 062 50	$56 00	$952 00	$110 00	$1 870 00	$75 00	$1 275 00
30	6-inch Mechanical Joint Restraining Glands, in place (7-09 5, 7-14 & 9-30 2(6))	EA	8	$ 75 00	$ 600 00	$45 00	$360 00	$41 50	$332 00	$95 00	$760 00	$60 00	$480 00
31	Test Holes (7-09 3(6) & 7-09 5)	LS	1	$ 5 000 00	$ 5 000 00	$2 500 00	$2 500 00	$3 850 00	$3 850 00	$37 150 00	$37 150 00	$6 000 00	$6 000 00
32	8-inch Gate Valve, M.J., ANSI/AWWA, C509/C515, with C.I. Valve Box (7-12 & 9 30 3)	EA	12	$ 2 500 00	$ 30 000 00	$1 800 00	$19 200 00	$1 350 00	$16 200 00	$2 000 00	$24 000 00	$1 800 00	$21 600 00
33	6-inch Gate Valve, M.J., ANSI/AWWA, C509/C515, with C.I. Valve Box (7-12 & 9 30 3)	EA	2	$ 1 600 00	$ 3 200 00	$1 150 00	$2 300 00	$970 00	$1 940 00	$1 500 00	$3 000 00	$1 300 00	$2 600 00
34	4-inch Gate Valve, M.J., ANSI/AWWA, C509/515, with C.I. Valve Box (7-12 & 9 30 3)	EA	1	$ 900 00	$ 900 00	$1 050 00	$1 050 00	$865 00	$865 00	$1 400 00	$1 400 00	$1 100 00	$1 100 00
35	6-inch Hydrant, M.J., 4 1/2-ft bury, with 4-inch Tacoma Standard Threads & 5-inch Quick Connect Coupling (7-14 & 9-30 5(2))	EA	1	$ 3 500 00	$ 3 500 00	$3 850 00	$3 850 00	$4 350 00	$4 350 00	$4 800 00	$4 800 00	$3 900 00	$3 900 00
36	6-inch Hydrant, M.J., 5-ft bury, with 4-inch Tacoma Standard Threads & 5-inch Quick Connect Coupling (7-14 & 9-30 5(2))	EA	1	$ 4 000 00	$ 4 000 00	$3 550 00	$3 550 00	$4 400 00	$4 400 00	$4 850 00	$4 850 00	$4 100 00	$4 100 00
37	Concrete Thrust Anchor, in place (7-09 3(21) & 7-09 5)	EA	21	$ 250 00	$ 5 250 00	$56 00	$1 176 00	$135 00	$2 835 00	$225 00	$4 725 00	$800 00	$16 800 00
38	Temporary Concrete Thrust Anchor, installed and removed (7-09 3(21) & 7-09 5)	EA	2	$ 300 00	$ 600 00	$140 00	$280 00	$945 00	$1 890 00	$356 00	$716 00	$450 00	$900 00
39	Storm, Sanitary, and Side Sewer Restoration (7-04, 7-17 & 7-18)	EA	1	$ 750 00	$ 750 00	$100 00	$100 00	$1 400 00	$1 400 00	$135 00	$135 00	$1 200 00	$1 200 00
40	Asbestos Cement Pipe Removal and Disposal Plan (7-09)	LS	1	$ 500 00	$ 500 00	$2 825 00	$2 825 00	$4 850 00	$4 850 00	$4 000 00	$4 000 00	$1 000 00	$1 000 00
41	Street cleaning with Self-propelled pickup and vacuum street sweeper equipment (8-01 4)	HR	22	$ 150 00	$ 3 300 00	$63 00	$1 386 00	$260 00	$5 720 00	$55 00	$1 210 00	$275 00	$6 050 00
42	Dewatering Plan (1-10.5(1) & 8-01)	LS	1	$ 500 00	$ 500 00	$1 000 00	$1 000 00	$430 00	$430 00	$165 00	$165 00	$1 000 00	$1 000 00
43	Stormwater Pollution Prevention Plan (SWPPP) (8-01 3(1)A)	LS	1	$ 500 00	$ 500 00	$500 00	$500 00	$430 00	$430 00	$165 00	$165 00	$1 000 00	$1 000 00
44	SPCC Plan (1-07 15(1))	LS	1	$ 500 00	$ 500 00	$500 00	$500 00	$215 00	$215 00	$165 00	$165 00	$1 000 00	$1 000 00
45	ESC Lead (1-10.5(1) & 8-01)	LS	1	$ 500 00	$ 500 00	$500 00	$500 00	$1 700 00	$1 700 00	$500 00	$500 00	$1 300 00	$1 300 00
46	Force Account - Erosion/Water Pollution Control (1-09 6 & 8-01)	EST	1	$ 5 000 00	$ 5 000 00	$5 000 00	$5 000 00	$5 000 00	$5 000 00	$5 000 00	$5 000 00	$5 000 00	$5 000 00
47	Force Account (1-09 6)	EST	1	$ 40 000 00	$ 40 000 00	$40 000 00	$40 000 00	$40 000 00	$40 000 00	$40 000 00	$40 000 00	$40 000 00	$40 000 00
WATER MAIN REPLACEMENT PROJECT MRP 2017-27													
	Base Bid				$ 548 523 00		$395 044 50		$ 463 891 46		$ 516 849 00		$ 620 513 00
	9 3% Sales Tax				$50 826 64		$36 739 14		$43 123 31		$48 066 96		$57 707 71
	Water Main Replacement Total				$597 349 64		$431 783 64		$506 814 79		$564 915 96		$678 220 71

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EXHIBIT "A"
RESOLUTION NO.: U-11053
ITEM NO.: #3
MEETING DATE: JANUARY 9, 2019

TO: Board of Contracts and Awards
FROM: Craig Downs, Interim Water Quality Manager, Tacoma Water
Kim DeFolo, Principal Engineer, Tacoma Water/Water Quality
COPY: Public Utility Board, Director of Utilities, Board Clerk, SBE Coordinator, LEAP Coordinator, and Doreen Klaaskate, Finance/Purchasing
SUBJECT: Increase and extend Memorandum of Agreement with Seattle Public Utilities for Laboratory Services
Contract No. 4600003786 – January 9, 2019
DATE: December 27, 2018

RECOMMENDATION SUMMARY:
Tacoma Water requests approval to increase Contract No. 4600003786, a Memorandum of Agreement with Seattle Public Utilities, by $110,916.00, plus any applicable taxes, for laboratory services. This increase will bring the contract to a cumulative total of $846,253.00, plus any applicable taxes, since 2007. Additionally, an extension of the contract expiration date to December 31, 2020 is requested.

BACKGROUND:
Seattle Public Utilities provides specialized laboratory services for Tacoma Water through a Memorandum of Agreement signed in 2007. This amendment will cover laboratory services during the 2019/2020 biennium. These laboratory services consist primarily of (1) bacteriological sample analyses and (2) specialty analyses related to algae and taste and odor issues. Laboratory services are provided for samples collected in the Green River Watershed or at the Green River Filtration Facility.

ISSUE: State regulations require Tacoma Water to collect routine bacteriological samples at the Green River Filtration Facility. In addition, bacteriological samples are collected throughout the Green River Watershed to provide a cross-section view of water quality within the watershed and investigate any potential issues. Bacteriological samples must be prepared for analysis within a few hours of being collected; therefore, shipping is not possible and a local laboratory is required. Through this agreement, Seattle Public Utilities allows Tacoma Water staff to drop off samples at Seattle's Landsburg Facility, which is located roughly ten miles from the Green River Filtration Facility. The closest commercial laboratories that can perform the required analyses are located in the Seattle area, roughly forty miles away. This agreement with Seattle Public Utilities allows Tacoma Water's samples to be analyzed by an accredited laboratory 365 days a year if necessary and significantly limits routine delivery time requirements for Tacoma Water staff.

Tacoma Water also collects algae and taste and odor samples on a regular basis from behind Howard Hanson Dam, Tacoma Water's intake, and the Green River Filtration Facility. These samples are collected to monitor the aesthetics of the water and track taste and odor problems before they reach customers. Algae monitoring is also used to identify potential risks related to filtration facility operations or presence of algal toxins. Seattle Public Utilities Water Quality Lab is uniquely qualified to conduct these analyses with a specially trained taste and odor panel that

meets regularly to conduct flavor profile/rating testing of drinking water. Seattle Public Utilities Water Quality Lab is the only laboratory within an acceptable sample holding time that performs algae and taste and odor testing, and they have unique local experience and expertise with pairing these tests.

Seattle Public Utilities regularly performs these same analyses on samples from their own water system. An inherent benefit to working with Seattle Public Utilities is that their sampling and analysis schedule is nearly identical to Tacoma Water's. Therefore, their Water Quality Lab is prepared to perform the required analyses on an acceptable schedule and can analyze Tacoma Water's samples as part of a bulk group without added inconvenience.

ALTERNATIVES: Seattle Public Utilities is specially positioned to perform these services for Tacoma Water. The analyses could be competitively bid, but because of sample hold time requirements for most of the analyses, it is likely no suitable bidders would be available. In addition, no other laboratory can provide the local expertise and guidance that Seattle Public Utilities can.

COMPETITIVE ANALYSIS: This Memorandum of Agreement was directly negotiated with Seattle Public Utilities.

CONTRACT HISTORY: This Memorandum of Agreement was originally signed with Seattle Public Utilities in January 2007. The agreement is renewed every two years as Seattle Public Utilities pricing changes and Tacoma Water sample requirements change. The following summarizes the contract history:

	Term	Date Effective	Total Amount	Resolution No.
Contract #4600003786	2007 – 2008	January 2007	$174,542.00	U-10101
Amendment No. 1	2009 – 2010	December 2008	$190,555.00	U-10266
Amendment No. 2	2011 – 2012	January 2011	$176,994.00	U-10442
Amendment No. 3	2013 – 2014	January 2013	$193,246.00	NA
Amendment No. 4	2015 – 2016	December 2014	No increase	NA
Amendment No. 5	2017 – 2018	December 2016	No increase	NA

SBE/LEAP COMPLIANCE: Not applicable.

TACOMA POWER | TACOMA WATER | TACOMA RAIL
TACOMA PUBLIC UTILITIES

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4600 – Water Fund 2019/2020	583100/588310	5310100	$110,916.00
TOTAL			

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
N/A			
TOTAL			

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: $ 0

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes.

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A.

for Scott Dewhirst, Water Superintendent

APPROVED:

Jackie Flowers / Director of Utilities

AMENDMENT NO. 6 TO NO. 4600003786

THIS AMENDMENT is made and entered into effective as of the 31st day of December, 2018 ("Effective Date"), by and between the **CITY OF TACOMA**, Department of Public Utilities, Water Division (hereinafter called the "TACOMA WATER") and the **CITY OF SEATTLE**, a municipal corporation, through its Seattle Public Utilities, (hereinafter called "SPU").

WHEREAS TACOMA WATER and SPU entered into a Memorandum of Agreement for laboratory services (herein "Agreement") on or about January 31, 2007, and

WHEREAS TACOMA WATER and SPU entered into Amendment No. 1 to the Agreement on or about December 29, 2008, for the purposes of increasing the compensation allowed under the Agreement, extending the time for performance, and supplementing the scope of work, and

WHEREAS TACOMA WATER and SPU entered into Amendment No. 2 to the Agreement on or about January 13, 2011, for the purposes of increasing the compensation allowed under the Agreement, extending the time for performance, and supplementing the scope of work, and

WHEREAS TACOMA WATER and SPU entered into Amendment No. 3 to the Agreement on or about January 24, 2013, for the purposes of increasing the compensation allowed under the Agreement, extending the time for performance, and supplementing the scope of work, and

WHEREAS TACOMA WATER and SPU entered into Amendment No. 4 to the Agreement on or about December 31, 2014, for the purposes of extending the time for performance and supplementing the scope of work, and

WHEREAS TACOMA WATER and SPU entered into Amendment No. 5 to the Agreement on or about December 16, 2016, for the purposes of extending the time for performance and supplementing the scope of work, and

WHEREAS TACOMA WATER and SPU desire to amend the Agreement in order to increase the compensation allowed under the Contract, extend the time for performance, and supplement the original scope of work, and

NOW, THEREFORE, in consideration of the mutual promises and obligations hereinafter set forth, the parties agree as follows:

1. The sum authorized for services under the Agreement is hereby increased by $110,916.00 from $735,337.00 to $846,253.00.

2. The termination date of the contract is hereby extended from December 31, 2018, to December 31, 2020.

3. The Scope of Work, authorized under Exhibit "A" of the Agreement, Exhibit A-1 of Amendment No. 1 to the Agreement, Exhibit A-2 of Amendment No. 2 to the Agreement, Exhibit A-3 of Amendment No. 3 to the Agreement, Exhibit A-4 of Amendment No. 4 to the Agreement, and Exhibit A-5 of Amendment No. 5 to the Agreement, is hereby amended to include the Scope of Work attached as Exhibit A-6 to this Amendment and incorporated herein.

4. All other terms of the Agreement, together with all exhibits, are hereby ratified and shall remain in full force and effect, unaltered by this Amendment.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment effective as of the Effective Date first written above.

CITY OF TACOMA
DEPARTMENT OF PUBLIC UTILITIES

_____
Jackie Flowers, Director of Utilities

Approved:

_____
Scott Dewhirst, Water Superintendent

Approved:

_____
Finance Director

Approved as to Form:

_____
Deputy City Attorney

SEATTLE PUBLIC UTILITIES

_____
Authorized Representative of Seattle Public Utilities

Print Name: _____

Title: _____

Tax ID.: _____

Exhibit A-6

Tacoma Public Utilities

And

Seattle Public Utilities

2019-2020 Laboratory Services

Seattle Public Utilities (SPU) Water Quality Lab will continue to provide laboratory services for Tacoma Public Utilities (Tacoma Water) in 2019-2020. This exhibit describes the services to be provided and identifies the cost and conditions of the services. The estimated cost for these services identified in Tables 1 and 2 for the period between January 1, 2019 and December 31, 2020 is **$110,916.00,** plus any applicable taxes, based on 2019 prices. This estimate includes $5,000 annually for other unidentified tests (bottom of Table 1). There may be a small price increase for inflation in 2020.

The laboratory services requested by Tacoma Water for 2019-2020 are as follows:

1. Green River Filtration Facility/Watershed Samples Testing

Analysis	Frequency
Total Coliform, MMO/MUG; P/A by IDEXX Colisure	1 finished well water sample per month 2 finished water samples 18 days per month, including holidays
Total coliform/*E. coli* Quanti-tray with IDEXX 18-hr Colilert	1 or 2 raw water samples 18 days per month, including holidays
Fecal Coliform by membrane filtration (MF)	1 or 2 raw water samples 18 days per month, including holidays 11 watershed samples per week (all on the same day)
Flavor Profile Analysis and Flavor Rating Assessment (Taste and Odor)	2 samples (raw river water and finished water) every 2 weeks in the winter (roughly November through May) and every week in the summer (roughly June through October)
Algal biovolume/count and identification to species	1 sample (raw river water) every 2 weeks in winter (roughly November through May) and every week in summer (roughly June through October)
Fluoride	2 finished water samples every month Additional 2 distribution samples (from CT compliance locations) twice a month
Other tests (to be determined)	On an as-needed basis up to $5,000 per year

All sample containers and coolers will be provided by SPU. Reporting and notification protocol is described in Attachment 1.

Samples to be analyzed for taste and odor and algae shall be collected on Tuesday and delivered to SPU staff by Wednesday morning. The algae samples will be preserved to enable batch analysis, but the taste and odor samples will be analyzed the next day and must be fresh. Tacoma Water's sampling frequency for taste and odor and algae will change from weekly to biweekly (and back again) at the same time SPU's sampling frequency for these analytes changes. If Tacoma Water's site-specific conditions warrant an earlier change to more frequent analysis, Tacoma Water will be responsible for

notifying SPU Senior Analyst Elizabeth Cruise. Elizabeth's direct phone number is 206-233-0048.

Samples to be analyzed for total coliform and fecal coliform shall be collected in the morning and delivered to SPU's Landsburg treatment plant by 9:00 a.m. the same day. As an alternative, Tacoma Water may contract a sample pick-up service with a courier. Tacoma Water will coordinate with SPU of all logistics (security and delivery location/time) before Tacoma Water signs a contract with an outside courier. This will ensure that the samples can be processed within 8 hours of collection, excluding watershed samples.

2. Howard Hanson Dam Special Monitoring.

Analysis	Frequency
Flavor Profile Analysis and Flavor Rating Assessment (Taste and Odor)	4 samples (raw reservoir water) every month in the summer (roughly May through October)
Algal biovolume/count and identification to species	8 samples (raw reservoir water) every month in summer (roughly May through October)

All sample containers and coolers will be provided by SPU. Reporting and notification protocol is described in Attachment 1.

Samples to be analyzed for taste and odor and algae shall be collected on Thursday and delivered to SPU staff by Thursday afternoon. The algae samples will be preserved to enable batch analysis, but the taste and odor samples will be analyzed the same day and must be fresh. If Tacoma Water's site-specific conditions warrant a change in schedule, Tacoma Water will be responsible for notifying SPU Senior Analyst Elizabeth Cruise. Elizabeth's direct phone number is 206-233-0048.

The unit costs for each of the analyses to be provided by SPU are as follows:

Analyte	Cost per sample
Total Coliform, MMO/MUG; P/A by IDEXX Colisure	$18
Fecal Coliform, MF	$25
Total Coliform/*E. coli*, MPN IDEXX Colilert 18 (Quanti-tray)	$24
Total Coliform/Fecal Coliform/*E.coli* verification (EC/MUG)*	$35
Heterotrophic Plate Count (HPC)	$29
Fluoride (potentiometric)	$19
Flavor Profile Analysis and Flavor Rating Assessment	$76
Algae Enumeration and Identification	$72

*This test is used to verify presumptive total coliform and/or *E. coli* presence in drinking water samples when using the membrane filtration method.

Tacoma Water will notify SPU of the 2019-2020 contract number when it is available, and SPU will invoice Tacoma Water monthly for all laboratory services provided. The invoices will include the contract number, a summary of the tests conducted in each category, the test results, and an itemization of the costs. Invoices will be sent to the attention of Scott Hallenberg in the Water Quality Section.

Attachment 1: Reporting/Notification Protocol

1. Green River Filtration Facility/Watershed samples

Results of taste and odor and algae counts will be reported to Tacoma Water by the end of that week via email to jeff.bolam@cityoftacoma.org, craig.downs@cityoftacoma.org, cmcmeen@cityoftacoma.org, kdefolo@cityoftacoma.org, rmapes@ci.tacoma.wa.us, kcooper@ci.tacoma.wa.us, cmina@cityoftacoma.org, jbanks2@cityoftacoma.org, gary.fox@cityoftacoma.org, jryan@cityoftacoma.org, mgorenson@cityoftacoma.org, dbroussard@cityoftacoma.org, shallenb@cityoftacoma.org, rmcmillen@cityoftacoma.org, dmccormi@cityoftacoma.org, atanczos@cityoftacoma.org, kpeters@cityoftacoma.org, lshenk@cityoftacoma.org, kshankland@cityoftacoma.org, tberger@cityoftacoma.org, and tmichael1@cityoftacoma.org.

Results of raw water total/fecal coliform, finished water total coliform, distribution sample total coliform, and finished water fluoride will be reported to Tacoma Water both weekly and monthly via email to jeff.bolam@cityoftacoma.org, shallenb@cityoftacoma.org, craig.downs@cityoftacoma.org, cmcmeen@cityoftacoma.org, gary.fox@cityoftacoma.org, and kdefolo@cityoftacoma.org. Final monthly results shall be provided to Tacoma no later than the 7th of the month to enable timely compliance reporting to the Department of Health.

Results of watershed sample fecal coliform will be reported to Tacoma Water both weekly and monthly via email to jkaiser@cityoftacoma.org, jeff.bolam@cityoftacoma.org, shallenb@cityoftacoma.org, craig.downs@cityoftacoma.org, cmcmeen@cityoftacoma.org, and kdefolo@cityoftacoma.org.

Whenever a finished or distribution system sample tests unsatisfactory (positive for coliform) or a sample test result is unsuitable (too numerous to count, confluent growth, excessive debris, etc.), *SPU staff shall notify Tacoma Water on the same day the positive result is verified or the unsuitable sample test is noted.* The current contact will be the **On-duty operator at the Green River Filtration Facility**, and their direct phone number is 253-502-8346. In addition, SPU staff will notify Tacoma Water on the same day via email to jeff.bolam@cityoftacoma.org, gary.fox@cityoftacoma.org, shallenb@cityoftacoma.org, kdefolo@cityoftacoma.org, and craig.downs@cityoftacoma.org.

Whenever, the raw water and watershed samples fecal coliform are greater than 20 cfu/100 ml, *SPU staff will notify Tacoma Water immediately* via e-mail to jeff.bolam@cityoftacoma.org, jkaiser@cityoftacoma.org, kdefolo@cityoftacoma.org, and craig.downs@cityoftacoma.org.

2. Howard Hanson Dam Special Monitoring samples

Results of taste and odor and algae counts will be reported to Tacoma by the end of that week via email to jeff.bolam@cityoftacoma.org, craig.downs@cityoftacoma.org, cmcmeen@cityoftacoma.org, kdefolo@cityoftacoma.org, rmapes@ci.tacoma.wa.us, kcooper@ci.tacoma.wa.us, cmina@cityoftacoma.org, jbanks2@cityoftacoma.org, gary.fox@cityoftacoma.org, jryan@cityoftacoma.org, mgorenson@cityoftacoma.org, dbroussard@cityoftacoma.org, shallenb@cityoftacoma.org, rmcmillen@cityoftacoma.org, dmccormi@cityoftacoma.org, atanczos@cityoftacoma.org, kpeters@cityoftacoma.org, lshenk@cityoftacoma.org, kshankland@cityoftacoma.org, tberger@cityoftacoma.org, and tmichael1@cityoftacoma.org.

RESOLUTION NO. U-11054

A RESOLUTION concerning surplus utility equipment; declaring utility equipment surplus to the needs of Tacoma Power; conducting a public hearing on the proposed sale of the surplus utility equipment; and authorizing Tacoma Power to sell the surplus utility equipment to the highest responsive bidder(s) at bid sale(s).

WHEREAS the City of Tacoma, Department of Public Utilities, Light Division (d.b.a. "Tacoma Power"), originally acquired for public utility purposes, 261 overhead and pad-mount transformers listed on the Declaration of Surplus Property ("DSP") and Surplus Utility Equipment Inventory, which are in the background materials on file with the Clerk of the Board, and

WHEREAS Tacoma Power has determined that the equipment listed on the Declaration of Surplus Property and Surplus Utility Equipment Inventory is no longer necessary for providing continued public utility service due to age, reliability and damage, and is deemed surplus to Tacoma Power's needs pursuant to the applicable provisions in RCW 35.94.040 and TMC 1.06.272-278, and

WHEREAS the equipment has an estimated resale value of $35,000, and

WHEREAS a public hearing was conducted on January 9, 2019, as required by RCW 35.94.040, and

WHEREAS Tacoma Power requests that the Utility Board, pursuant to the applicable requirements of RCW 35.94.040 and TMC 1.06.272-278, declare the 261 overhead and pad-mount transformers surplus to Tacoma Power's needs, and authorize Tacoma Power to sell the overhead and pad-mount

transformers at a bid sale(s) to the highest responsive bidder(s); Now, Therefore,

BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

Sec. 1. The equipment identified in the Declaration of Surplus Property and Surplus Utility Equipment Inventory is no longer necessary for providing continued public utility service, and is hereby declared surplus to Tacoma Power's needs.

Sec. 2. Tacoma Power is hereby authorized to sell the overhead and pad-mount transformers at a bid sale(s) to the highest responsive bidder(s), and should the overhead and pad-mount transformers not be acquired at sale(s), Tacoma Power is authorized to otherwise dispose of the overhead and pad-mount transformers in Tacoma Power's best interests.

Sec. 3. If a bid is higher than $200,000, then the highest bid over $200,000 will be brought by Tacoma Power to the Board for formal approval of the sale.

Approved as to form and legality:

Chief Deputy City Attorney

Clerk

Chair

Secretary

Adopted

CITY OF TACOMA
DEPARTMENT OF PUBLIC UTILITIES

Request for Board Meeting
of January 9, 2018

REQUEST FOR RESOLUTION

Date December 5, 2018

INSTRUCTIONS: File request in the Office of the Director of Utilities as soon as possible but not later than nine working days prior to the Board meeting at which it is to be introduced. Completion instructions are contained in Administrative Policy POL-104.

1. Summary title for Utility Board agenda: (not to exceed twenty-five words)

   Surplus of Utility Specific Equipment

2. A resolution is requested to: (brief description of action to be taken, by whom, where, cost, etc.)

   The Public Utility Board is requested to:

   - Declare the attached list of overhead and pad-mount transformers surplus to the utility's needs.
   - Conduct a public hearing on the proposed sale of the equipment.
   - Authorize the utility to sell to the highest responsive bidders.

3. Summarized reason for resolution:

   The utility has determined the equipment on the attached lists is surplus to its needs and no longer necessary for continued normal operations due to age, reliability, or damage. Washington State law requires the Public Utility Board to declare the equipment as surplus, conduct a public hearing to collect testimony on the sale of the equipment, and authorize the sale of the equipment.

4. Attachments:
   a. List of specific surplus equipment.

5. ■ Funds available ☐ Proposed action has no budgetary impact

   N/A This action will result in a net income to the Utility

6. Deviations requiring special waivers: None

Originated by:	Requested by:	Approved:
Joseph A. Wilson, PE *Transmission & Distribution Manager*	*Chris Robinson* *Power Superintendent/COO*	*Jackie Flowers* *Interim Director of Utilities/CEO*

MEMORANDUM

TACOMA POWER
TACOMA PUBLIC UTILITIES

DATE: December 05, 2018

TO: Jackie Flowers, Director of Utilities/CEO

FROM: Chris Robinson, Power Superintendent/COO CR

SUBJECT: Request for Authorization to Sell 261 Surplus Overhead and Pad Mount Transformers

RECOMMENDATION: Tacoma Power recommends the equipment listed on the attached inventory be declared surplus to Tacoma Power needs. We further recommend a public hearing be held in front of the Public Utility Board to take testimony from any interested individuals on the sale of said surplus equipment in accordance with RCW 35.94.040. In addition, we recommend the Department of Public Utilities be authorized to solicit bids for the equipment and award the sale of the equipment based on the highest responsive bid received, so long as the total bid amount is less than $200,000. Sale amounts higher than $200,000 will be presented to the Public Utility Board for approval.

EXPLANATION: The equipment listed on the attached surplus declaration and inventory sheets are considered surplus to Tacoma Power's needs due to their age or condition, and are no longer required for providing continued public utility service. These surplus items should be advertised and sold to the highest responsive bidder in accordance with applicable state and City of Tacoma laws and Finance Department surplus policies. The surplus equipment was originally acquired for public utility purposes and, per RCW 35.94.040, its disposal requires approval of a surplus declaration and a public hearing by the Public Utility Board prior to sale. Proceeds from the sale will be added to the Tacoma Power general fund.

COMPETITIVE SOLICITATION: The attached inventory documents and any necessary requirements will be sent to selected bidders and/or advertised according to Purchasing Division policies. Sale of the equipment will be awarded to the highest responsive bidder. Approval of the sale may be subject to Public Utility Board action if bids exceed $200,000.

PROJECT ENGINEER/COORDINATOR: Sean Veley, Transmission and Distribution, 253-502-8713.

We request your approval to submit this matter to the Public Utility Board for their approval.

APPROVED:

Jackie Flowers
Director of Utilities

Attachments

cc: Chuck Blankenship
Jessica Tonka

City of Tacoma
Declaration of Surplus Property (DSP)

To: Purchasing Division **Date:** December 5.
From: T&D, C&M, Wire Shop
Contact Name: Sean Veley **Phone:** 253-502-8713

- [x] Declaration of Surplus Personal Property
- [ ] Declaration of Surplus Real Property
- [ ] Declaration of Unusable Personal Property[1]

[1] Items that are broken, unusable, have no commercial, salvage, or donation value, and have no special disposal requirements (e.g., hazardous metals), may be disposed by the owning department. Do not submit DSP Form to Purchasing for these items.

Description of Surplus Property

Describe Item or Attach List: 261 Surplus Overhead/Padmount Transformers
Address/Location of Items: 3628 S 35th St Tacoma, WA 98409
Estimated Commercial or Resale Value: $35,000
Minimum Acceptable Bid: $ N/A

Fixed Asset # _____
Accounting (for costs/proceeds):
Cost Center: 561100
General Ledger Acct: 6421400

I hereby certify the asset(s) listed have no further public use or the sale thereof is in the best interests of the City and declare these items as surplus according to sections 1.06.272 through 1.06.278 of the Tacoma Municipal Code. Items may be sold, transferred, donated or otherwise disposed of in accordance with the City's surplus property policies and the Tacoma Municipal Code.

_____
Department/Division Head Signature Date

_____
City Manager or Director of Utilities (if over $200,000) Date

DISPOSAL REQUEST
(to be completed by department)

Requested Disposal Method(s):

- [ ] Intra City Transfer
  Name of Department _____
- [x] Bid Solicitation (Formal / Informal)
- [ ] Vehicle Auction (attach vehicle surplus form)
  Specify Contract _____
- [ ] Online Auction Service
  (attach online auction surplus form)
- [ ] Special Advertisement (attach advertisement)
  Specify Newspaper _____
- [ ] Supplemental Mailing List (attach)
- [ ] Website Posting
- [ ] Special Disposal Requirements (e.g., environmental, regulatory)
- [ ] Salvage Services
  Specify Contract _____
- [ ] Donation
- [ ] 2-Good-2 Toss
- [ ] Other: _____
- [ ] Okay for Disposal: _____

DISPOSAL ACTION
Internal Use Only – Purchasing Division

- [ ] Formal Bid No. _____
  Resolution/Ordinance No. _____
- [ ] Informal Bid No. _____
- [ ] Online Auction
- [ ] Special Advertisement
- [ ] Contract Services
- [ ] Salvage Services
- [ ] Okay for Disposal
- [ ] Website Posting
- [ ] Supplemental Mailings
- [ ] Intra-City Transfer
- [ ] Donation
- [ ] 2-Good-2 Toss

Date Advertised/Posted: _____
Sale Amount: $ _____
Sold To: Name _____
Address _____
Donated To: Name _____
Address _____
- [ ] Hold Harmless Release Received

Recipient is: [ ] Public Agency [ ] Non-Profit serving [ ] General Public [ ] Employee

Accounting, if different from above:
_____

APPROVED:

_____
Procurement and Payables Manager Date

Tacoma Public Utilities

Surplus Utility Equipment Inventory

Division: Power

Type of Equipment: Distribution Transformers. Overhead and pad mounted

Oil Drained and prepared for shipment.

Number or Amount of Equipment: 261 3 Phase Pad mounted and Single Phase Overhead and Pad Mounted Transformers

Legend: TYPE – IN - Indoor, NW - Network, OH - Overhead, PD – Pad mount, RO - Regulated Output, UG-Underground, ST - Station Type, VT - Vault Type, SEC- Sectionalizer

Manufacturer:

ABB	ABB Corp,	FTW	FT Way	NI	Nissho Iwai	WEA	Weaver
ABC	A.B. Chance	GAR	Gardner	NW	Northwest	WES	Westinghouse
BS	Balteau-Standard	GE	General Electric	PEN	Pennsylvania	WOL	Wolf
CEN	Central	HDE	Hevi-Duty Electric	PIO	Pioneer		
CM	Central –Maloney	HIL	Hill	PIT	Pittsburg		
COR	Cortr	HKP	H.K. Porter	RAP	Rapid		
CTC	CTC Corp	HOW	Howard Ind	RTE	RTE Corp		
DOW	Dowzer Electric	KUH	Kuhlman	SOR	Sorgel		
DS	Delta Star	LAR	Larkin	SPO	Spokane		
EC	EC Corp	LM	Line Material	SQU	Square D		
ESC	Esco	MAG	Magnatek	STA	Standard		
FED	Federal-Pacific	ME	McGraw-Edison	TCL	Tacoma City Light		
FP	Ferranti-Packard	MIL	Mille	TIE	Tierney		
		MOL	Moloney	WAG	Wagner		

SHIPMENT DATE _____ **3-Phase PM** 2018 LOAD # 1

DISPOSAL COMPANY _____ ROW # 1

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1043733	35762	STA	PLG-1176	$9,610	8/1/1980	6,650	750	X	85-50	<1	PD
2	1025427	35762	CEN	21864-2	$5,822	1/1/1969	7,078	750	X	85-31	7.0	PD
3	1055233	35733	PAUWELS	90441375	$10,058	11/26/1990	4,935	750		MAN	<1	PD
4	1051062	35690	SQUARE D	860134B-2	$4,302	5/12/1986	2,388	150		MAN	<1	PD
5	1045894	35707	WES	85JD683173	$14,894	5/1/1982	6,590	1500		94-219	<1	PD
6	1025338	35736	CEN	21418	$11,489	1/1/1969	12,278	20-00		95-046	<1	PD
7	1055229	35692	PAW	90H41365	$5,620	11/26/1990	2,920	300		MAN	<1	PD
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												

TOTAL ACQUISITION VALUE **$61,795**

TOTAL LOAD WEIGHT 42,839 **lbs.**

SHIPMENT DATE _____ **OH** **2018** **LOAD #** **2**

DISPOSAL COMPANY _____ **ROW # 1**

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1024016	35632	AC	7011328	$331	00/1968	372	25	X	93-658	16.2	OH
2	1037707	35784	RTE	772006711	$411	00/1970	262	25		94-141	< 1	OH
3	1046909	35625	RTE	821054720	$1,157	8/1/1982	556	50	X	91-188	< 1	OH
4	1029497	35632	WAG	72021828	$286	00/1972	336	25	X	94-638	< 1	OH
5	1029378	35634	FP	2-135261	$431	00/1972	518	50	X	93-483	2.5	OH
6	1047857	35623	GE	N627586-YJM	$786	00/1983	290	25	X	93-507	< 1	OH
7	1026639	35631	AC	5235163	$193	00/1970	218	10	X	92-158	11.0	OH
8	1102549	35783	CPR	0655096642	$398	7/1/2006	186	15		MAN	< 1	OH
9	1053887	35632	WES	89A170334	$678	00/1989	356	25	X	MAN	< 1	OH
10	1055182	35784	CM	290325624	$603	00/1990	324	25		MAN	< 1	OH
11	1070132	35624	NW	29238	No record	1/1/2001	340	25	X	FC Pge 4	< 2	OH
12	1057906	35784	CM	194142806	$750	1/19/1994	302	25		MAN	< 1	OH
13	1057973	35813	CM	194143511	$1,212	1/27/1994	622	50		MAN	< 1	OH
14	1031344	35634	WAG	72433180	$419	00/1972	500	50	X	93-515	< 1	OH
15	1057946	35784	CM	194142801	$750	1/26/1994	300	25		MAN	< 1	OH
16	1057947	35784	CM	194142803	$750	1/26/1994	300	25		MAN	< 1	OH
17	1020056	34774	AC	3486950	$216	00/1963	222	15		94-492	25.0	OH
18	1031697	35632	WAG	72472858	$279	00/1972	336	25	X	93-273	33.0	OH
19	1024984	35784	AC	4787196	$331	00/1968	342	25	X	94-495	9.0	OH
20	1033113	35634	FP	2-146625	$395	1/1/1973	526	50	X	94-058	32.0	OH
21	1021930	35810	DS	W-216297	$244	00/1966	252	15		94-185	< 1	OH
22	1021021	35632	AC	3754266	$371	00/1965	416	25		94-480	3.0	OH
23	1042458	35622	RTE	792017125	$355	8/2/1979	200	15	X	94-002	< 1	OH
24	1031280	35632	WAG	72443309	$279	12/1/1972	334	25	X	87-059	< 1	OH
25	1027683	35782	RTE	702018813	$176	00/1970	144	10		94-533	< 1	OH

SHIPMENT DATE _____ 2018 **LOAD #** 2

DISPOSAL COMPANY _____

ROW # 1

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
26	1038118	35784	RTE	772007169	$411	00/00/1977	260	25		93-223	<1	OH
27	1062484	35775	CPR	97NL563085	$705	12/1/1997	272	25		MAN	<1	OH
28	1041307	35775	CM	1793409-28	$415	6/1/1979	312	25		94-640	<1	OH
29	1024789	35632	SPO	C6825668	$428	0/0/1968	336	25	X	93-613	14.2	OH
30	1102727	35774	CPR	0655141356	$354	9/26/2006	180	15		MAN	<1	OH
31	1108192	35775	GE/Prolec	M15H20723	$690	9/25/2015	238	25		MAN	<1	OH
32	1048325	35623	GE	N699902-YBX	$800	3/1/1984	290	25	X	92-156	<1	OH
33	1046152	35623	RTE	821041407	$720	7/1/1982	316	25	X	93-326	<1	OH
34	1036838	35658	RTE	762013455	$329	0/0/1976	198	15	X	88-17	<1	OH
35	1049607	35775	KUH	3602547184	$677	112/1/1984	358	25		94-494	<1	OH
36	1036837	35658	RTE	762013454	$329	0/0/1976	194	15	X	88-18	<1	OH
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ACQUISITION VALUE ROW # 1 $17,659

WEIGHT ROW # 1 11,508 **lbs.**

SHIPMENT DATE _____ 2018 **LOAD #** 2

DISPOSAL COMPANY _____ **ROW #** 2

	CITY #	MID #	Manufacturer	Manufacturer Seria #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1058850	35622	CM	194594925	$716	11/1/1994	302	15	X	MAN	< 1	OH
2	1043086	35777	KUH	3695851279	$565	10/1/1979	450	50		94-160	< 1	OH
3	1061696	35774	HOW	1239730597	$686	2/19/1997	266	15		MAN	< 1	OH
4	1051329	35775	WES	86A263361	$701	7/14/1986	360	25		MAN	< 1	OH
5	1057035	35624	ABB	93A082248	$593	3/5/1993	294	15	X	MAN	< 1	OH
6	1070346	35623	NW	29376	No record	1/1/2001	392	37	X	FC Pg 18	< 2	OH
7	1049907	35776	RTE	851012767	$743	6/28/1985	308	25	X	18-060	< 1	OH
8	1062386	35632	CPR	97NL564095	$792	11/24/1997	334	37		MAN	< 1	OH
9	1025429	35623	SPO	C6825790	$428	00/1968	334	25	X	94-311	22.0	OH
10	1052689	35623	RTE	871116833	$585	10/8/1987	308	25	X	93-461	< 1	OH
11	1032048	35632	STD	PEH5274	$320	00/1973	326	25	X	94-120	< 1	OH
12	1021362	35775	WES	65AL569	$217	00/1965	256	25		94-138	< 1	OH
13	1039640	35774	STD	PJF-2777	$359	5/1/1978	216	15		94-550	< 1	OH
14	1109246	None	MVA PT	20170201	$5,786	00/2016	1,134	7500		MAN	< 1	PT
15	1070051	35632	NW	781019	No record	1/1/2001	248	25	X	FC Pg 4	< 2	OH
16	1037732	35651	RTE	772003813	$885	00/1977	630	75	X	93-106	< 1	OH
17	1026713	35632	RTE	702001988	$290	00/1970	312	25	X	93-626	< 1	OH
18	1022086	35775	AC	4012265	$267	12/5/1996	338	25		90-96	1.0	OH
19	1057350	35775	ABB	93A113803	$604	3/25/1993	384	25		MAN	< 1	OH
20	1020341	35774	AC	3615305	$216	00/1964	254	15		94-496	11.0	OH
21	1064240	35826	CPR	0102036794	$704	4/9/2001	206	15	X	MAN	< 1	OH
22	1057968	35813	CM	194143502	$1,212	1/27/1994	626	50		MAN	< 1	OH
23	1045075	35623	DOW	81D2147047	$684	9/4/1984	364	25	X	93-525	< 1	OH
24	1070202	35785	ABB	97A480798	No record	1/1/2001	400	37		MAN	< 1	OH
25	1026563	35632	RTE	702001568	$290	00/1970	314	25	X	93-567	< 1	OH

SHIPMENT DATE _____ 2018 **LOAD #** 2

DISPOSAL COMPANY _____ **ROW # 2**

	CITY #	MID #	Manufacturer	Manufacturer Seria #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
26	1060136	35775	HOW	1803391495	$812	4/27/1995	360	25		MAN	< 1	OH
27	1042890	35632	RTYE	792020331	$437	8/24/1979	284	25	X	94-366	< 1	OH
28	1070334	35783	ABB	962421365	No record	1/1/2001	214	15		MAN	< 1	OH
29	1004779	35783	MAL	2216586	$166	00/1965	248	15		93-341	12.0	OH
30	1024895	35632	SPO	C6825758	$428	00/1968	332	25	X	94-572	12.0	OH
31	1020746	35774	SWES	65AE6707	$217	00/1965	262	15		94-494	< 1	OH
32	1556587	None	SB Oil Switch	56012	No record	No record	90	N/A		97-070	< 1	OH
33	1027672	35811	RTE	702017090	$299	1/1/1970	304	25	X	87-156	< 1	OH
34	1100490	35646	GE	9611979	$521	No record	490	10		95-170	< 1	OH
35	1023226	35641	AC	4460171	$622	1/1/1967	564	50	X	90-014	4.7	SUB
36	1036472	35641	RTE	761003605	$721	00/1976	454	50	X	90-077	1.0	SUB
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ACQUISITION VALUE ROW # 2 **$21,866**

WEIGHT ROW # 2 12,958 **lbs.**

SHIPMENT DATE _____ 2018 **LOAD #** 2

DISPOSAL COMPANY _____ **ROW # 3**

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1049913	35623	RTE	851012773	$743	6/28/1985	300	25	X	18-075		OH
2	1026497	35632	DS	W-245205	$282	1/1/1970	334	25	X	94-275	<1	OH
3	1039900	35774	STA	PJG-3038	$359	7/1/1978	210	15		94-508	<1	OH
4	1038785	35632	RTE	772021325	$434	00/1977	270	25	X	92-128	<1	OH
5	1028661	35632	WAG	71240081	$268	00/1971	340	25		94-045	<1	OH
6	1040649	35775	ME	78VJ083059	$396	00/1978	272	25		93-691	<1	OH
7	1024320	35630	PS	T2104-10	$195	00/1968	246	10	X	94-064	1.0	OH
8	1046177	35623	RTE	821041916	$720	7/1/1982	318	25	X	93-396	<1	OH
9	1044138	35775	CM	7803246-40	$505	11/3/1980	312	25		94-1111	<1	OH
10	1035322	35632	RTE	742029108	$326	00/1974	262	25	X	93-096	<1	OH
11	1043161	35777	KUL	3695863879	$565	10/1/1979	472	50		93-096	<1	OH
12	1053385	35624	RTE	881121061	$812	9/22/1988	444	37	X	MAN	<1	OH
13	1027252	35632	RTE	702012746	$290	1/1/1970	310	25	X	94-166	<1	OH
14	1029077	35811	RTE	711023129	$303	1/1/1971	312	25		94-197	<1	OH
15	1060506	35775	HOW	1855351595	$812	5/2/1995	358	25		MAN	<1	OH
16	1040261	35777	KUH	3673192478	$617	00/1978	454	50		93-472	<1	OH
17	1035183	35632	RTE	742027925	$326	00/1974	280	25	X	93-096	<1	OH
18	1048933	35625	RTE	841108039	$1,149	8/28/1984	584	50	X	18-065		OH
19	1029082	35813	RTE	711020780	$464	1/1/1971	568	50	X	94-182	<1	OH
20	1056131	35624	GE	P981002-YWF	$1,100	10/3/1991	570	37	X	MAN	<1	OH
21	1039123	35631	RTE	772023654	$362	00/1977	206	15	X	93-497	<1	OH
22	1039124	35631	RTRE	772023655	$362	00/1977	210	15	X	93-497	<1	OH
23	1035211	35809	CM	1743967-9	$362	00/1974	194	10	X	94-163	<1	OH
24	1035207	35809	CM	1743967-4	$352	00/1974	196	10	X	94-163	<1	OH
25	1035204	35809	CM	1743967-1	$352	00/1974	198	10	X	94-163	<1	OH

SHIPMENT DATE _____ 2018 **LOAD #** 2

DISPOSAL COMPANY _____ **ROW # 3**

	CITY #	MID #	Manufacturer	Manufacturer Seria #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
26	1030318	35630	WAG	77283327	$181	00/1972	218	10	X	94-116	<1	OH
27	1061699	35774	HOW	1240100597	$686	2/19/1977	264	15		MAN	<1	OH
28	1040954	35775	ME	78VK034353	$396	4/00/1978	282	25		94-465	<1	OH
29	1101798	35775	CPR	0502047120	$396	5/12/2005	242	25		MAN	<1	OH
30	1040964	35775	ME	78VK034367	$396	00/1978	276	15		94-371	<1	OH
31	1034062	35630	WES	74AA5392	$212	00/1974	198	10	X	92-198	<1	OH
32	1033189	35630	WES	73AK21279	$212	00/1973	194	10	X	92-198	<1	OH
33	1060041	35774	HOW	1757861495	$686	4/25/1995	262	15	X	MAN	<1	OH
34	1028728	35632	WAG	71251089	$268	00/1971	342	25		94-478	<1	OH
35	1023826	35632	SPO	C682587	$494	00/1968	342	25	X	94-120	14.2	OH
36	1040284	35777	KUL	3673194778	$617	00/1978	456	50		94-014	<1	OH
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ACQUISITION VALUE ROW # 3 **$17,000**

WEIGHT ROW # 3 11296 **lbs.**

TOTAL ACQUISITION VALUE **$56,525**

TOTAL LOAD WEIGHT 35,762 **lbs.**

SHIPMENT DATE _____ **3-Phase** 2018 LOAD # 4

DISPOSAL COMPANY _____ ROW # 1

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1045705	35718	WES	81JK562025	$4,259	10/1/1981	2,514	150		94-672	<1	PD
2	1039323	35749	WES	78D705362	$3,393	1/1/1978	2,280	300	X	93-026	<1	PD
3	1053796	35689	WES	89J382300	$4,143	4/25/1989	1,674	112		MAN	<1	PD
4	1045793	35731	WES	81JK568041	$5,475	11/2/1981	3,122	300		88-006	<1	PD
5	1056889	35688	ABB	92J200050	$3,454	9/2/1992	1,602	75		MAN	<1	PD
6	1052534	35688	GE	P177947	$3,728	7/9*/1987	1,616	75		MAN	<1	PD
7	1052815	35732	GE	P180703TWB		10/30/1987	4,724	500		MAN	<1	PD
8	1045704	35718	WES	81JK561054	$4,259	10/1/1981	2,538	150		87-032	<1	PD
9	1052043	35692	GE	P175700	$5,657	4/28/1987	3,048	300		MAN	<1	PD
10	1055418	35690	PAUWELS	90L42450	$3,999	2/25/1991	1,990	150		MAN	<1	PD
11	1025127	354748	RTE	681059601	$2,638	1/1/1968	2,762	225		90-193	<1	PD
12	1049875	35688	WES	85JB371225	$3,634	2/25/1985	1,562	75		90-120	<1	PD
13	1034434	35747	GE	L449049T74AA	$1,980	1/1/1976	1,950	150		92-294	<1	PD
14	1028983	35720	DS	W250883	$2,039	1/1/1971	3,406	300		96-021	<1	PD
15	1050038	35688	HOW	17572-0985	$3,146	4/12/1985	1,528	75		90-120	<1	PD
16	1060595	35704	ABB	95J935034	$7,097	9/28/1995	3,408	500		MAN	<1	PD
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TOTAL ACQUISITION VALUE **$58,901**

TOTAL LOAD WEIGHT 39,724 **lbs.**

SHIPMENT DATE _____ **OH** **2018** **LOAD #** **5**

DISPOSAL COMPANY _____ **ROW # 1**

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1055068	35775	HOW	1407113990	$626	10/10/1990	334	25		MAN	<1	OH
2	1036624	35632	RTE	762014092	$386	1/1/1976	268	25	X	94-133	<1	OH
3	1045648	35801	CM	1814133-6	$837	10/1/1981	438	50		MAN	<1	OH
4	1056041	35775	GE	P979250-YWF	$909	9/25/1991	494	25		MAN	<1	OH
5	1049005	35777	KUH	3095820984	$973	9/14/1984	532	50		86-192	<1	OH
6	1025393	35651	ME	69Z14H3207	$737	1/1/1969	766	75	X	94-144	<1	OH
7	1025774	35632	DS	W-242458	$282	1/1/1969	330	25	X	94-366	<1	OH
8	1054689	35776	HOW	27048-1090		4/6/1990	466	37		MAN	<1	OH
9	1022617	35811	LM	GV181911	$336	1/1/1967	340	25		94-181	<1	OH
10	1028573	35634	FP	2-129579	$409		518	50	X	94-361	<1	OH
11	1045646	35801	CM	1814133-4	$837	10/1/1981	436	50		MAN	<1	OH
12	1043269	35777	KUH	3695844679	$565	11/6/1979	448	50		94-027	<1	OH
13	1036061	35634	RTE	752008088	$495	1/1/1975	450	50	X	94-465	<1	OH
14	1049004	35777	KUH	3095820884	$973	9/14/1984	538	50		86-192	<1	OH
15	1054688	35776	HOW	27052-1090	$579	4/6/1990	464	37		MAN	<1	OH
16	1038017	35632	RTE	772005877	$434	1/1/1977	266	25	X	94-464	<1	OH
17	1045218	35775	GE	N360406	$558	9/10/1981	254	25		94-324	<1	OH
18	1050850	35775	GE	P040755-YMY	$710	12/16/1985	300	25		94-569	<1	OH
19	1055935	35774	GE	P978616-YWF	$617	9/16/1991	282	15		MAN	<1	OH
20	1021610	35812	DS	W-215796	$406	6/23/1966	450	37		93-519	9.6	OH
21	1027627	35642	RTE	702020926	$720	1/1/1970	666	75	X	90-158	<1	SUB
22	1029668	35774	NW	13640	$166	1/1/1970	244	15		89-001	14.0	OH
23	1054687	35776	HOW	27035-1090		4/6/1990	462	37		MAN	<1	OH
24	1045647	35801	CM	1814133-5	$837	10/1/1981	438	50		MAN	<1	OH
25	1106517	35775	GE	M11J16346	$723	12/7/2011	242	25		MAN	<1	OH

SHIPMENT DATE _____ **OH** 2018 LOAD # 5

DISPOSAL COMPANY _____ ROW # 1

	CITY #	MID #	Manufacturer	Manufacturer Seria #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
26	1053048	35774	CM	288112329	$521	2/10/1988	268	15		MAN	<1	OH
27	1043858	35775	CM	1795050-38	$505	8/27/1980	312	25		MAN	<1	OH
28	1001508	35782	AC	2870688	$182		208	10		94-042	<1	OH
29	1040622	35775	ME	78VK034035	$396	3/1/1978	276	25		94-407	<1	OH
30	1062216	35774	CPR	97NL562049	$599	11/24/1997	204	15		MAN	<1	OH
31	1044338	35663	RTE	801123141	$462	11/21/1980	200	15	X	93-425	<1	OH
32	1021669	35634	DS	W216574	$415	7/13/1966	518	50	X	88-079	1.8	OH
33	1052638	35624	RTE	871115401	$812	10/8/1987	456	37	X	MAN	<1	OH
34	1052662	35623	RTE	871116806	$585	10/8/1987	306	25	X	MAN	<1	OH
35	1050826	35775	GE	P040641-YMY	$710	12/16/1985	300	25		94-493	22.0	OH
36	1032400	35632	STA	PEJ-6263	$320	10/1/1973	338	338	X	87-128	<1	OH
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ACQUISITION VALUE ROW # 1 $19,622

WEIGHT ROW # 1 13,812 **lbs.**

SHIPMENT DATE _____ **OH** **2018** **LOAD #** **5**

DISPOSAL COMPANY _____ **ROW # 2**

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1019816	35784	AC	3548302	$298	1/1/1963	296	25		94-067	21.1	OH
2	1021214	35619	DS	W-210503	$247	1/1/1965	306	25		94-302	8.0	OH
3	1041212	35775	CM	1792658-9	$415	5/8/1979	312	25		94-067	<1	OH
4	1045934	35775	WES	82A192914	$657	5/27/1982	380	25		94-507	<1	OH
5	1038008	35632	RTE	772005868	$434	1/1/1977	272	25	X	94-467	<1	OH
6	1028822	35632	WAG	71251101	$268	1/1/1971	338	25	X	93-365	<1	OH
7	1030384	35782	NW	13636	$100		190	10		94-056	1.4	OH
8	1047957	35777	GE	N631738-YKW	$730	9/30/1983	292	25		94-519	<1	OH
9	1031407	35632	WAG	72472845	$279	1/1/1972	338	25	X	94-133	<1	OH
10	1070099	35625	NW	29520		1/1/2001	452	50	X	FC Pg 16	<2	OH
11	1021279	35618	DS	W210471	$196	1/1/1965	212	15		94-257	9.0	OH
12	1021824	35620	DS	W216554	$176	8/2/1966	196	10	X	93-285	1.7	OH
13	1048259	35623	GE	N699918-YBX	$800	2/21/1984	296	25	X	93-498	<1	OH
14	1030966	35623	WAG	72431915	$279	1/1/1972	334	25	X	93-288	<1	OH
15	1027508	35623	RTE	702017217	$290	1/1/1970	312	25	X	93-484	<1	OH
16	1062394	35775	CPR	97NL563015	$705	12/1/1997	276	25		MAN	<1	OH
17	1032044	35632	STA	PEH5226	$320	1/1/1973	332	25	X	94-118	<1	OH
18	1019820	35784	AC	3587193	$298	1/1/1964	338	25		92-031	10.0	OH
19	1032780	35783	WES	68AB11034	$150	1/1/1968	242	15		94-550	<1	OH
20	1026439	35632	DS	W-245181	$282	00/00/1970	338	25	X	93-596	<1	OH
21	1053136	35776	CM	288112407	$709	2/25/1988	494	37		MAN	<1	OH
22	1048346	35803	GE	N704091-YBX	$1,759	4/12/1984	760	100		MAN	<1	OH
23	1106782	35775	GE	M12I25157	$738	11/13/2012	238	25		MAN	<1	OH
24	1048985	35625	RTE	841112274	$1,149	9/1/1984	580	50	X	85-047	<1	OH
25	1040035	35816	STA	PJI-3933	$1,619	1/1/1978	996	167	X	87-060	<1	OH

SHIPMENT DATE _____ OH 2018 LOAD # 5

DISPOSAL COMPANY _____ ROW # 2

	CITY #	MID #	Manufacturer	Manufacturer Seria #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
26	1045636	35777	KUH	3036957481	$824	1/1/1981	466	50		93-303	<1	OH
27	1034615	35652	FP	2-152111	$696		804	100	X	93-533	2.3	OH
28	1563838		WES	C0133782			1,004	115kv		94-586	<1	PT
29	1039913	35651	STA	PJG-3269	$991	4/1/1978	650	75	X	90-043	<1	OH
30	1039924	35651	STA	PJG-3280	$991	4/1/1978	656	75	X	90-110	<1	OH
31	1039923	35651	STA	PJG-3279	$991	4/1/1978	658	75	X	86-119	<1	OH
32	1038218	35634	RTE	772007722	$630	1/1/1977	456	50	X	94-524	<1	OH
33	1101132	35811	CPR	0402133993	$541	9/21/2004	275	25		MAN	<1	OH
34	1045094	35634	DOW	81D2146810	$949	9/4/1981	506	50	X	93-360	<1	OH
35	1102529	35777	CPR	CP0655094915	$601	7/17/2006	385	50		MAN	<1	OH
36	1022488	35998	DS	W220199	$629	4/3/1967	718	75	X	88-083	2.9	OH
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ACQUISITION VALUE ROW # 2 **$20,741**

WEIGHT ROW # 2 15,698 **lbs.**

SHIPMENT DATE _____ **OH** **2018** **LOAD #** **5**

DISPOSAL COMPANY _____ **ROW # 3**

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1052449	35775	CM	2872964-06	$521	6/19/1987	330	25		MAN	<1	OH
2	1026657	35630	AC	5235156	$193	00/00/1970	212	10	X	94-151	9.0	OH
3	1026662	35630	AC	5235146	$193	00/00/1970	210	10	X	94-151	8.6	OH
4	1026684	35630	AC	5239577	$193	00/00/1970	212	10	X	94-151	9.8	OH
5	1108239	35775	GE	M15H20770	$690	9/25/2015	246	25		MAN	<1	OH
6	1017470	35671	GE	E254771-60K	$225		190	10		93-318	<1	OH
7	1055460	35787	CM	191206504	$1,517	3/27/1991	788	75		MAN	<1	OH
8	1055461	35787	CM	191206505	$1,517	3/27/1991	784	75		MAN	<1	OH
9	1055462	35787	CM	191206502	$1,517	3/27/1991	790	75		MAN	<1	OH
10	1036733	35784	RTE	762016224	$376	1/1/1976	262	25		94-146	<1	OH
11	1035328	35632	RTE	742029132	$326	0/0/1974	254	25	X	93-631	<1	OH
12	1021363	35774	WES	65AL570	$217	0/0/1965	256	15		94-134	<1	OH
13	1043272	35777	KUL	3695844979	$565	11/6/1979	450	25		94-387	<1	OH
14	1036667	35632	RTE	762014135	$376	0/0/1976	266	25	X	93-065	<1	OH
15	1037675	35784	RTE	772005155	$411	0/0/1977	258	25		93-589	<1	OH
16	1036532	35786	RTE	762014328	$547	0/0/1976	450	50		94-133	<1	OH
17	1045115	35775	GE	N360391YJTA	$558	9/1/1981	252	25		87-032	<1	OH
18	1036589	35784	RTE	762013616	$376	0/0/1976	260	25		94-391	<1	OH
19	1064831	35775	CPR	0202168898	$822	1/13/2003	316	25		MAN	<1	OH
20	1033315	35632	STA	PEK-6822	$320	0/0/1973	322	25	X	94-134	<1	OH
21	1060234	35775	HOW	1816381595	$812	4/27/1995	354	25		MAN	<1	OH
22	1035766	35634	RTE	752001948	$495	0/0/1975	460	50	X	94-395	<1	OH
23	1062286	35776	CPR	97NL564021	$792	11/24/1997	324	37		MAN	<1	OH
24	1061604	35774	HOW	1239550597	$688	2/11/1991	262	15		MAN	<1	OH
25	1036123	35632	RTE	752008589	$495	0/0/1975	264	25	X	94-358	<1	OH

SHIPMENT DATE _____ **OH** **2018** **LOAD # 5**

DISPOSAL COMPANY _____ **ROW # 3**

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
26	1028396	35630	WAG	71220067	$174	0/0/1971	220	10	X	94-381	<1	OH
27	1070282	35623	NW	29379		1/1/2001	318	25	X	FC Pge 19	<2	OH
28	1024747	35666	ME	638256-1-4	$492	1/1/1968	720	75	X	88-079	<1	OH
29	1024746	36666	ME	638256-1-3	$492	1/1/1968	716	75	X	88-078	<1	OH
30	1024745	35666	ME	638256-1-2	$492	1/1/1968	714	75	X	88-078	<1	OH
31	1042719	35651	RTE	792021221	$878	8/20/1979	638	75	X	86-199	<1	OH
32	1030110	35632	WAG	72243085	$279	0/0/1972	338	25	X	94-120	<1	OH
33	1031161	35632	WAG	72443374	$279	0/0/1972	328	25	X	93-299	<1	OH
34	1046616	35634	GE	N500325YGUB	$1,126	8/4/1982	512	50		93-506	<1	OH
35	1001734	35784	LM	1550235	$323	0/0/1955	326	25		93-506	<1	OH
36	1043099	35777	KUH	3695852579	$565	10/1/1979	452	50		94-554	<1	OH
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ACQUISITION VALUE ROW # 3 **$19,842**

WEIGHT ROW # 3 14054 **lbs.**

TOTAL ACQUISITION VALUE **$60,205**

TOTAL LOAD WEIGHT 43,564 **lbs.**

SHIPMENT DATE _____ **2018** **3 PHASE** _____ LOAD # 6

DISPOSAL COMPANY _____ ROW # 1

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1039263	35690	WES	78D704277	$2,554	0/0/1978	1,656	150		92-297	<1	PM
2	1049892	35688	HOW	17563-0985	$3,146	3/21/1985	1,534	75		92-294	<1	PM
3	1055986	35688	ABB	91J967149	$3,455	9/17/1991	1,604	75		MAN	<1	PM
4	1039316	35747	WES	78D701068	$2,554	1/1/1978	1,654	150	X	92-297	<1	PM
5	1045787	35748	AB CHANCE	81H83776	$4,685	10/28/2018	2,362	225	X	94-565	<1	PM
6	1039256	35690	WES	703359	$2,554	19810/0/1970	1,646	150		92-297	<1	PM
7	1049891	35688	HOW	17563-0985	$3,146	3/21/1985	1,540	75		92-297	<1	PM
8	1055262	35688	POUWELS	90J42174	$3,201	1/23/1991	1,482	75		MAN	<1	PM
9	1039466	35747	WES	78D705326	$2,554	0/0/1978	1,644	150	X	92-297	<1	PM
10	1004535	none	GE	4541552	$1,290	1/1/1950	3,450	333		85-064	<1	PM
11	1004537	none	GE	4541560	$1,290	Unknown	3,450	333		85-064	<1	PM
12	1004550	none	GE	4541556	$1,369	Unknown	3,450	333		85-064	<1	PM
13	1023526	35747	SPO	C67150461	$1,952	11/17/1967	2,010	150	X	90-120	5.0	PM
14	1043338	35690	WES	79JL094155	$2,666	11/1/1979	1,682	150		93-044	<1	PM
15	1053927	35687	WES	89J411314	$3,230	6/5/1989	1,188	45		MAN	<1	PM
16	1055414	35689	PAUWELS	90L42442	$3,593	2/25/1991	1,780	112		MAN	<1	PM
17	1055156	35699	ABB	90J751071	$3,828	10/22/1990	1,578	75		MAN	<1	PM
18	1055157	35701	ABB	90J751019	$4,270	10/22/1990	1,768	150		MAN	<1	PM
19	1054102	35688	WES	89J460283	$3,693	8/29/1989	1,512	75		MAN	<1	PM
20	1049903	35688	HOW	18296-0985	$3,146	3/22/1985	1,518	75		95-264	<1	PM
21	1049895	35688	HOW	17570-0985	$3,146	3/21/1985	1,532	75		94-262	<1	PM
22	1052400	35686	GE	P176706	$3,559	5/26/1987	1,414	30		MAN	<1	PM
23												
24												
25												

TOTAL ACQUISITION VALUE **$64,881**

TOTAL LOAD WEIGHT 41,454 **lbs.**

SHIPMENT DATE _____ 2018 **3 Phase** LOAD # 7

DISPOSAL COMPANY _____ ROW # 1

	CITY #	MID #	Manufacturer	Manufacturer Serial #	Acquisition Value	Acquisition Date	Weight	KVA	Dual Voltage	AUTH #	PPM/PCB	Type
1	1053117	35690	WES	88JB088217	$4,271	2/19/1988	1,904	150		MAN	<1	PM
2	1033844	35758	GE	L445333T73AA	$1,980	0/0/1973	2,046	150	X	91-195	<1	PM
3	1051729	35688	SQUARE D	860467-A7	$3,647	1/1/1986	1,956	75		MAN	<1	PM
4	1052532	35688	GE	P177945	$3,728	7/9/1987	1,580	75		MAN	<1	PM
5	1052799	35697	GE	P180159TVB	$3,820	10/13/1987	1,364	30		MAN	<1	PM
6	1035985	35750	RTE	756001619	$3,550	1/1/1975	3,566	500	X	88-129	<1	PM
7	1055225	35690	PAUWELS	90H41361	$3,999	11/26/1990	1,994	150		MAN	<1	PM
8	1045774	35690	WES	81JK566125	$3,781	10/23/1981	2,264	150		94-441	<1	PM
9	1027746	35732	AC	5374243	$2,996	2/1/1971	3,578	500	X	86-025	<1	PM
10	1056894	35690	ABB	92J195151	$4,351	9/3/1992	2,002	150		MAN	<1	PM
11	1056875	35690	ABB	92J195169	$4,351	9/2/1992	1,998	150		MAN	<1	PM
12	1052298	35697	GE	P176156	$3,508	5/14/1987	1,386	30		MAN	<1	PM
13	1051999	35689	GE	P175652	$4,012	4/20/1987	1,750	112		MAN	<1	PM
14	1049897	35688	HOW	17573-0985	$3,146	3/21/1985	1,540	75		94-265	<1	PM
15	1049896	35688	HOW	17571-0985	$3,146	3/21/1985	1,528	75		94-265	<1	PM
16	1056379	35732	ABB	92J084130	$8,191	3/16/1992	3,900	500		MAN	<1	PM
17	1052276	35686	GE	P176152	$3,559	5/13/1987	1,424	30		MAN	<1	PM
18	1049890	35688	HOW	17561-0985	$3,146	3/21/1985	1,546	75		94-218	<1	PM
19	1036055	35761	RTE	756001746	$3,550	1/1/1975	3,572	500	X	86-199	<1	PM
20												
21												
22												
23												
24												
25												

TOTAL ACQUISITION VALUE **$72,732**

TOTAL LOAD WEIGHT 40,898 **lbs.**

RESOLUTION NO. U-11055

A RESOLUTION authorizing the establishment of the Advanced Metering Infrastructure Project, as a special project of limited duration for Tacoma Power, and designating general salary classifications and benefits for persons employed on the project, pursuant to Tacoma Municipal Code Sections 1.12.155, 1.24.187, 1.30.300, and Section 6.1 (h) of the Tacoma City Charter.

WHEREAS the City of Tacoma, Department of Public Utilities, Light Division, Utility Technology Services Section (d.b.a. "Tacoma Power") requests Public Utility Board approval to establish the Advanced Metering Infrastructure Project ("Project"), as a special project of limited duration from January 2019 through December 31, 2022, and

WHEREAS Tacoma Public Utilities ("TPU") plans to deploy Advanced Metering Infrastructure ("AMI") across its entire water and electric service territories that will modernize utility operations and improve services to customers, and

WHEREAS the AMI program will involve replacing all non-communicating power and water meters with advanced two-way communicating electric (with disconnect) and water meters, and installing new AMI two-way communication modules on water meters that are not replaced, and

WHEREAS AMI will capture interval data, enable two-way communications, include remote capabilities, and provide advanced outage/issue detection and verification, and

WHEREAS the Project will provide for the transfer of 10 temporary positions for the Project, and the hiring of 16 employees within UTS, Tacoma Water, Tacoma Power, and the Customer Services departments, to work on the

integration and implementation phases of the Project, to upgrade power and water meters across Tacoma Public Utilities' Service Territory at all homes and businesses. This is required to address an aging meter population, meet customer needs with time access to consumption data, and align TPU with the metering technology common to other utilities in the region, and

WHEREAS this resolution will enable Tacoma Power's Utility Technology Services Section ("UTS") to staff the planning and design phases of the Project with technology and business process subject matter experts, and

WHEREAS, pursuant to the provisions of Sections 1.12.155 and 1.24.187 of the Tacoma Municipal Code and Section 6.1(h) of the Tacoma City Charter, employees who are not regular employees and are hired as special project employees are paid as provided for by ordinance or resolution of the City Council, and

WHEREAS it is in the best interests of the Department of Public Utilities to establish a Special Project of Limited Duration and establish temporary positions to support the required activities for the duration of the special project; Now, Therefore:

BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

Section 1. That the Advanced Metering Infrastructure Project, designation as a special project of limited duration, is hereby approved and established as a special project of limited duration.

Section 2. That, in accordance with the applicable provisions of TMC 1.12.140 and 1.12.155, the salaries and classes set forth in the

Compensation Plan for regular City employees shall be applied, contingent upon funding, to similar project positions of the Project.

Section 3. That, in accordance with TMC 1.24.187 and 1.30.300, employees who have been hired or may be hired for positions expected to be of limited duration shall be designated unclassified special project employees as of the date of hire.

Section 4. That those special project employees who have been hired or may be hired to work on the Project as identified in this resolution, shall receive benefits, all in accordance with and pursuant to the provisions of the compensation plan of the City of Tacoma. They shall be given a one-time binding and irrevocable election to participate in the City's Retirement System, pursuant to the retirement provisions of TMC 1.30.300.

Section 5. That because the positions to be filled pursuant to this resolution are of a temporary nature and are unique in that they pertain only to the aforementioned special project, they are deemed temporary positions, and persons so employed in such positions shall have no claim to further or continued employment with the City after cessation of such special project or after cessation of activities funded by said programs, except pursuant to their obtaining status as regular City employees under the provisions of the Tacoma Municipal Code or pursuant to further action of the City Council relating to this special project.

Section 6. That all acts by agents or employees of the City consistent with the intent of this resolution taken prior to the effective date of this resolution are hereby ratified.

Section 7. That the term of this Project shall not exceed the expiration of December 31, 2022, unless extended by appropriate action.

Section 8. That the Director of Utilities is hereby authorized to direct the appropriate City officers to proceed with the necessary actions for Project completion, including the transfer of 10 temporary positions for the Project, and the hiring of 16 employees within UTS, Tacoma Water, Tacoma Power, and the Customer Services departments to support the required activities for the duration of the Project.

Approved as to form and legality:

Chief Deputy City Attorney

Chair

Secretary

Clerk

Adopted

Request for Board meeting	CITY OF TACOMA DEPARTMENT OF PUBLIC UTILITIES
of January 9, 2019 Date: January 3, 2019	**REQUEST FOR RESOLUTION**

INSTRUCTIONS: File request in the Office of the Director of Utilities as soon as possible but not later than nine working days prior to the Board meeting at which it is to be introduced. Completion instructions are contained in Administrative Policy POL-104.

1. Summary title for Utility Board agenda: (not to exceed twenty-five words)
   Requesting to expand the Advanced Metering Infrastructure (AMI) "Special Project" in the Utility Technology Services Section of Tacoma Power for additional resources. The project of limited duration for the Implementation and Deployment phase of the AMI Program is anticipated to begin January 2019 and will be completed by the end of 2021.

2. A resolution is requested to: (brief description of action to be taken, by whom, where, cost, et)
Utility Technology Services recommends that the Public Utility Board approve the request to expand the special project under TMC Section 1.24.187 of the Administrative Code which will provide for the transfer of 10 Temporary Positions to Project of Limited Duration, hiring of two Project of Limited Duration positions for Customer Service, hiring of two Project of Limited Duration position for Utility Technology Services, hiring of two Project of Limited Duration positions and five Field Service Workers for Tacoma Water, and hiring of two Project of Limited Duration position for Tacoma Power to work on the integration and implementation phases of the AMI Program.
    - Two Management Analyst I for Customer Service; These positions would report to the CS project team and are necessary to document and process map internal CS processes and hand offs within Customer Services and all TPU divisions. This work is an important and essential step to capture necessary changes for the successful implementation of AMI. Failure to approve these temporary positions adds significant risk to CS' ability to properly serve the customer base with solid, reliable processes and systems.
    - Engineering Sr. Principal for Utility Technology Services; This position is responsible for leading the planning and supervision of the meter and network deployment.
    - RF/Communications Engineer for Utility Technology Services; This position is responsible for the analysis, design review, implementation, optimization, monitoring and enhancement of the wireless AMI network.
    - MDMS/IT Lead for Utility Technology Services; This position is responsible for implementing the new AMI Meter Data Ops. Organization and associated processes to ensure the integrity, reliability, accuracy and availability of the meter data.
    - Management Analyst I for Utility Technology Services; This position is responsible for the resource coordination and capacity planning, planning and facilitation of project meetings, developing stakeholder communication materials.
    - Management Analyst I for Utility Technology Services; This position is responsible for AMI Program budget and analytics, development and coordination of reporting for AMI Operations – including managing the benefits realization and performance scorecards for the AMI program and organization, and developing reporting materials for the Executive Steering Committee and Business Advisory Council.
    - Management Analyst III for Tacoma Water; This position is responsible for supporting the AMI program, the Tacoma Water AMI team, coordinating program activities, resources, and communication. Acting as a SME for the AMI Program and technical implementation, providing analysis, information, and technical assistance in the development of program work-streams.
    - Management Analyst III for Tacoma Water; This position is responsible for field and office work related to the Water AMI meter implementation. Acting as a SME for the AMI Program, providing analysis, information, and technical assistance in the development and implementation of program work-streams.
    - Two Water Service Workers for Tacoma Water; These positions are field staff members responsible for performing planned and emergency response at individual water services before and during the field deployment of water meters. A majority of this position's work will occur in preparation for and throughout the meter deployment project phase.
    - Two Utility Service Workers for Tacoma Water; These positions are field staff members responsible for performing planned and emergency support at individual water services and meters before and during the field deployment of water meters. A majority of this position's work will occur in preparation for and throughout the meter deployment project phase.
    - Water Meter Repair Worker for Tacoma Water; This position is a field staff member responsible for performing planned and emergency response at individual water meters before and during the field deployment of water meters. A majority of this position's work will occur in preparation for and throughout the meter deployment project phase.
    - Lead Meter Technician for Tacoma Power; This position is responsible for acting as lead for Tacoma Power Meter Team, coordinating program activities, resources, and communication. Acting as a SME for the AMI Program, providing analysis, information, and technical assistance in the development of AMI programs.
    - Management Analyst I for Tacoma Power; This position is responsible for office work related to Power. Acting as a SME for the AMI Program, providing analysis, information, and technical assistance in the development of programs and operational support. This role will provide support by managing and tracking problems from the field.

3. Summarized reason for resolution:

The Advanced Metering Infrastructure (AMI) Project will upgrade power and water meters across Tacoma Public Utilities' Service Territory at all homes and business. This is required to address an aging meter population, meet customer needs with time access to consumption data, and align TPU with the metering technology common to other utilities in the region. This request to expand the resolution will support Customer Service to convert 10 permanent positions into Projects of Limited Duration as positions are vacated by incumbents. It will also support the AMI Program Management Team to hire a Management Analyst I to assist the coordinating and managing of meetings, resources, and administrative tasks, a Management Analyst I to manage Budget and Analytics, and the Deployment Manager, RF/Communications Engineer, and the MDMS/IT Lead for the integration and implementation phases of the project. It will enable Tacoma Water to hire two Management Analyst III's to support both AMI and Water as a SME and an Engineer for field and office work to support both Water and the AMI Program, along with Two Water Service Workers, Two Utility Service Workers, and a Water Meter Repair Worker. It will also enable Tacoma Power to hire an AMI Electric Lead to act as a lead and SME for the Meter Team and a Management Analyst I to responsible for the field support of managing and tracking problems. Funding has been included in Tacoma Power's and Tacoma Water's 2019/2020 O&M and Capital budgets for these new positions except for the two UTS MA I and Power Lead Meter Technician. The AMI Project budgeted four positions for 19/20 that included an Engineering Sr. Principal, Power Engineer III, IT Analyst SR, and Power Eng IV, these new positions will supplement areas of need that have been identified after the original request was made.

4. Attachments:

a. Memo to Jackie Flowers, Director of Utilities/CEO from Chris Robinson, Power Superintendent/COO, Scott Dewhirst, Water Superintendent, Steve Hatcher, Manager or Customer Service dated November 30th, 2018

5. ☒ Funds available ☐ Proposed action has no budgetary impact

Funds for the integration and implementation phases of the Special Project are included in the approved 2019-20 Capital Budgets for Tacoma Power and Tacoma Water. Additional funds will need to be made available for the new positions

6. Deviations requiring special waivers:

Originated by:	Requested by:	Requested by:
John Lawrence *Section Head*	Scott Dewhirst *Division Head*	Chris Robinson *Division Head*
Requested by:		Approved:
Steve Hatcher *Division Head*		Jackie Flowers *Director of Utilities*

MEMORANDUM

TACOMA POWER | TACOMA WATER | TACOMA RAIL
TACOMA PUBLIC UTILITIES

TO: Jackie Flowers, Director of Utilities

FROM: Chris Robinson, Power Superintendent
Scott Dewhirst, Water Superintendent
Steve Hatcher, Customer Services Manager

DATE: January 3, 2019

RE: Request for Resolution to establish a new "Special Project of Limited Duration" in support for TPU's Advanced Metering Infrastructure Program.

RECOMMENDATION: Tacoma Public Utility is requesting to establish a new "Special Project of Limited Duration" to hire 26 positions in support of the Advanced Metering Program. These positions will support the systems integration and deployment phases of the program beginning January 2019 through 2022.

EXPLANATION:
Tacoma Public Utilities plans to deploy Advanced Metering Infrastructure (AMI) across its entire water and electric service territories. The AMI Program will involve replacing all non-communicating power and water meters with advanced two-way communicating electric (with disconnect) and water meters, and installing new AMI two-way communication modules on water meters that are not replaced. AMI technology will capture interval data, enable two-way communications, include remote capabilities, and provide advanced outage/issue detection and verification. Advanced metering will modernize utility operations and improve services to customers.

This is required to address an aging meter population, meet customer needs with time access to consumption data, and align TPU with the metering technology common to other utilities in the region.

The Advanced Metering Infrastructure Program's objective is to plan, design, build, implement, and stabilize a comprehensive advanced metering solution for TPU that will be critical for delivering a range of benefits to the utilities and their customers.

As a transformative initiative, the AMI Program will require a significant effort across Tacoma Public Utilities to implement the new processes, applications, technologies, and integrations needed to fully enable the functions and features of the AMI solution. In addition, customer and stakeholder engagement and organizational change management will be essential to project success.

After extensive resource planning and mitigation efforts, Tacoma Public Utilities recommends approval of the designation, which includes the transfer of 10 temporary positions to Project of Limited Duration and providing the hiring of 16 employees within UTS, Tacoma Water, Tacoma Power and the Customer Service department. Briefly, the 26 roles and services provided are described;

- Convert 10 permanent Customer Service Meter Reader Positions to Project Status of Limited Duration as positions are vacated by incumbent. These positions would continue to report to Customer Service and are necessary for supporting the daily meter read collection services.
- Two Management Analyst I for Customer Service (CS); These positions would report to the CS project team and are necessary to document and process map internal CS processes and hand offs within Customer Services and all TPU divisions. This work is an important and essential step to capture necessary changes for the successful implementation of AMI. Failure to approve these temporary positions adds significant risk to CS' ability to properly serve the customer base with solid, reliable processes and systems.
- Engineering Sr. Principal for Utility Technology Services; This position is responsible for leading the planning and supervision of the meter and network deployment.
- RF/Communications Engineer for Utility Technology Services; This position is responsible for the analysis, design review, implementation, optimization, monitoring and enhancement of the wireless AMI network.
- MDMS/IT Lead for Utility Technology Services; This position is responsible for implementing the new AMI Meter Data Ops. Organization and associated processes to ensure the integrity, reliability, accuracy and availability of the meter data.
- Lead Meter Technician for Tacoma Power; This position is responsible for acting as lead for Tacoma Power Meter Team, coordinating program activities, resources, and communication. Acting as a SME for the AMI Program, providing analysis, information, and technical assistance in the development of AMI programs.
- Management Analyst I for Tacoma Power; This position is responsible for office work related to Power. Acting as a SME for the AMI Program, providing analysis, information, and technical assistance in the development of programs and operational support. This role will provide support by managing and tracking problems from the field.
- Management Analyst I for Utility Technology Services; This position is responsible for the resource coordination and capacity planning, planning and facilitation of project meetings, developing stakeholder communication materials.
- Management Analyst I for Utility Technology Services; This position is responsible for AMI Program budget and analytics, development and coordination of reporting for AMI Operations – including managing the benefits realization and performance scorecards for the AMI program and organization, and developing reporting materials for the Executive Steering Committee and Business Advisory Council.
- Management Analyst III for Tacoma Water; This position is responsible for supporting the AMI program, the Tacoma Water AMI team, coordinating program activities, resources, and communication. Acting as a SME for the AMI Program and technical implementation, providing analysis, information, and technical assistance in the development of program work-streams.
- Management Analyst III for Tacoma Water; This position is responsible for field and office work related to the Water AMI meter implementation. Acting as a SME for the AMI Program, providing analysis, information, and technical assistance in the development and implementation of program work-streams.
- Two Water Service Workers for Tacoma Water; These positions are field staff members responsible for performing planned and emergency response at individual water services before and during the field deployment of water meters. A majority of this position's work will occur in preparation for and throughout the meter deployment project phase.
- Two Utility Service Workers for Tacoma Water; These positions are field staff members responsible for performing planned and emergency support at individual water services and meters before and during the field deployment of water meters. A majority

of this position's work will occur in preparation for and throughout the meter deployment project phase.

- Water Meter Repair Worker for Tacoma Water; This position is a field staff member responsible for performing planned and emergency response at individual water meters before and during the field deployment of water meters. A majority of this position's work will occur in preparation for and throughout the meter deployment project phase.

HISTORY: In 2014, UTS conducted an assessment and prepared a strategy towards implementing Advanced Metering Infrastructure across Tacoma Power and Tacoma Water. In 2015, an initial business case was developed and refined further in 2016. The business case was supported with customer research on level of interest of products and services enabled by AMI and aligns with new technology initiatives in Tacoma Power's and Tacoma Water's Strategic Plans.

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