



## RESOLUTION NO. U-11392

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

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

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

16 WHEREAS the Board of Contracts and Awards or the requesting division  
17 have heretofore made their recommendations, which may include waiver of the  
18 formal competitive bid process because it was not practicable to follow said  
19 process, or because the purchase is from a single source, or there is an  
20 emergency that requires such waiver, or because a directly negotiated contract  
21 was determined to be in the best interest of the City, or waiver of minor  
22 deviations, and in the case of sale of surplus, a declaration of surplus has been  
23 made certifying that said items are no longer essential for continued effective  
24 utility service, as explained in Exhibit "A," Now, therefore,  
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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 or the requesting division, and approves, as appropriate: (1) the purchase 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 purchase from a cooperative or another governmental entity contract; and (4) the increase or extension of an existing agreement, and said matters may include waiver of the formal competitive bid process 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.

Approved as to form:

_____	_____
/s/	Chair
Chief Deputy City Attorney	Secretary
_____	Adopted _____
Clerk	



City of  
Tacoma

PUB Resolution No.: U-11392  
City Council Resolution No.: 1

**Contract and Award Letter  
Purchase Resolution —Exhibit "A"**

**TO:** Board of Contracts and Awards

**FROM:** Andy Cherullo, Finance Director, Finance Department  
Patsy Best, Procurement and Payables Division Manager, Finance Department

**COPY:** Public Utility Board, Director of Utilities, Board Clerk, City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and Senior Buyer, Finance Department.

**SUBJECT:** Citywide - Printing and Binding Services  
Request for Proposals Specification No. CT17-0359F, Contract No. CW2223524  
– July 12, 2023, Public Utility Board and July 18, 2023, City Council

**DATE:** June 14, 2023

**RECOMMENDATION SUMMARY:**

The Finance Department requests approval to increase Contract CW2223524, to Print NW, Lakewood, WA, by \$2,000,000, plus any applicable taxes, budgeted from the various funds, for as-needed, printing, and binding services. This increase will bring the contract to a cumulative total of \$6,500,000, plus any applicable taxes.

**STRATEGIC POLICY PRIORITY:**

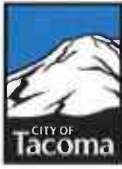
- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

**BACKGROUND:**

This citywide contract provides an as-needed contract for printing and binding services for use by various City departments. Primary usage of this contract is for printing and binding services for departments such as Community & Media Services, Media & Communications Office, and Tacoma Venues & Events. Other usage for this contract includes design services, printed materials, signage, and job archive management. By combining individual department needs, the City is able to leverage its purchasing power under one contract resulting in a more efficient method of procurement.

**ISSUE:** The City of Tacoma has the need for printing and binding and related services on an as-needed basis. The existing contract is expiring, and an extension and corresponding increase is needed to avoid disruptions to business operations and communications with community members throughout Tacoma.

**ALTERNATIVES:** The alternative course of action would be to not award the contract and approach each project as an individual project. This would result in a significant cost and decreased level of service for departments and the community due to the time involved in soliciting each project individually and familiarizing print vendors with the City's specific needs and policies.



**COMPETITIVE SOLICITATION:**

Request for Proposals Specification NO. CT17-0359F was opened November 14, 2017. Five companies were invited to bid in addition to normal advertising of the project. Three submittals were received. Evaluation was based on the below criteria and weights:

Criteria	Points
Pricing Proposal	35
Experience	40
Company Personnel and Resources	25
Sustainability	5
Small Business Enterprise	5

Print NW submitted a proposal that resulted in the highest score after consideration of SBE participation goals.

<u>Respondent</u>	<u>Location</u> <i>(city and state)</i>	<u>Rank</u>
<b>Print NW</b>	<b>Lakewood, WA</b>	<b>1</b>
DCG One	Seattle, WA	2
Image 360	Tacoma, WA	3

CONTRACT HISTORY: This contract was originally awarded to Print NW as a result of Request for Proposals Specification NO. CT17-0359F in March 2017.

SUSTAINABILITY: Include an explanation of how sustainability factors were considered, per the [Sustainability-Related Resolutions, Proclamations, and Ordinances](#). Sustainability comprised 5 of the 110 points available on the RFP.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Small Business Enterprise, the predecessor of the Equity in Contracting program, comprised 5 of the 110 points available on the RFP.

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable



**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various			Up to \$2,000,000
<b>TOTAL</b>			<b>Up to \$2,000,000</b>

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various			Up to \$2,000,000
<b>TOTAL</b>			<b>Up to \$2,000,000</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$ 2,000,000**

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes**

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



City of  
Tacoma

PUB Resolution No.: U-11392  
City Council Resolution No.: 2

**Contract and Award Letter  
Purchase Resolution —Exhibit "A"**

**TO:** Board of Contracts and Awards  
**FROM:** Andy Cherullo, Finance Director, Finance Department  
Patsy Best, Procurement and Payables Division Manager, Finance Department  
**COPY:** Public Utility Board, Director of Utilities, Board Clerk, City Council, City Manager,  
City Clerk, EIC Coordinator, LEAP Coordinator, and Tad Carlson, Finance  
Department.  
**SUBJECT:** Citywide - Pavement Restoration Services  
Request for Bids (RFB) Specification No. CT18-0277F, Contract No.  
CW2226824 – July 12, 2023, Public Utility Board and July 18, 2023, City Council  
**DATE:** May 31, 2023

**RECOMMENDATION SUMMARY:**

The Finance Department requests approval to increase CW2226824, to Asphalt Patch Systems, Inc., Puyallup, WA, by \$1,000,000, plus any applicable taxes, budgeted from various funds, for asphalt and concrete patching services. This increase will bring the contract to a cumulative total of \$5,702,989.32, plus any applicable taxes.

**STRATEGIC POLICY PRIORITY:**

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.

This project improves roadway infrastructure by providing a safer driving surface for vehicles, bicycles, and pedestrians.

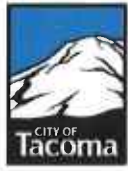
**BACKGROUND:**

This citywide contract provides for as-needed general street repair services and street and sidewalk repairs due to utility cuts and incidental pavement restoration for multiple city departments including, Tacoma Water, Tacoma Power, Environmental Services, Public Works and more. The individual repairs are generally small and range in cost from \$600 to \$25,000, depending on the size and location of the repair. By combining individual department needs, the city can leverage its purchasing power under a single contract.

A new specification for these services, CT23-0087F will be posted shortly. Updating the scope to include new services delayed advertisement of the new specification so award and contracting will not be completed before the contract expires. As an on-call contract, the increase is not a guarantee of spend but an estimate, and the contract will be terminated upon execution of a new agreement resulting from CT23-0087F.

**ISSUE:** City of Tacoma does not have the capability to provide the required services to varied locations throughout the City of Tacoma and Tacoma Public Utilities service areas. The existing contract is set to expire in mid-July and will allow for services to continue until the new agreement has been finalized.

**ALTERNATIVES:** The alternative to extending and increasing the contract would be for departments to solicit the services on a job-by-job basis. This would be extremely disruptive to



operations and would dramatically increase cost due to forfeiting the volume discount and costing labor hours soliciting the services.

**COMPETITIVE SOLICITATION:**

Request for Bids Specification No. CT18-0277F was opened September 11, 2018. Four companies were invited to bid in addition to normal advertising of the project. Two submittals were received.

Asphalt Patch Systems, Inc. submitted a bid that resulted in the lowest evaluated submittal after considerations of Small Business Enterprise (SBE) participation goals. The table below reflects the total value of the original contract.

<u>Respondent</u>	<u>Location</u> <i>(city and state)</i>	<u>Submittal</u> <u>Amount</u>	<u>Evaluated</u> <u>Submittal</u>
<b>Asphalt Patch Systems, Inc.</b>	<b>Puyallup, WA</b>	<b>\$2,136,340</b>	<b>\$2,136,340</b>
Puget Paving & Construction, Inc.	Lakewood, WA	\$3,510,324	\$3,510,324

Pre-bid Estimate: \$3,900,000

CONTRACT HISTORY: This contract was originally awarded to Asphalt Patch Systems, Inc. as a result of CT18-0277F in December of 2018.

Amendment No. 1, effective June 1, 2021, increased the contract value by \$854,535.99 to a new total of \$3,702,989.32 as allowed by U-11040 and Res40162.

Amendment No. 2, effective December 16, 2021, extended termination date to December 16, 2022, exercised administrative increase authority to increase contract value by \$200,000 to new contract total of \$3,902,989.32 and adopted new pricing effective June 1, 2022.

Amendment No 3 effective June 1, 2022, increased authorized compensation by \$800,000 from \$3,902,989.32 to new not to exceed value of \$4,702,989.32 as approved by City Manager Action Memo dated July 12, 2022.

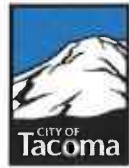
Amendment No. 4, effective December 1, 2022, extended termination date to June 16, 2023, and increased contract value by \$200,000 from \$4,702,989.32 to new not to exceed value of \$4,902,989.32.

Amendment No. 5, effective June 15, 2023, extended termination date to the sooner of December 31, 2023, or until the execution of a new agreement resulting from RFB CT23-0087F and adopted new pricing.

SUSTAINABILITY: Include an explanation of how sustainability factors were considered, per the Sustainability-Related Resolutions, Proclamations, and Ordinances. The contract will improve the City's infrastructure and safety of residents by repairing streets for motorized travel.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not Applicable. This contract predates the Equity in Contracting program





LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: The LEAP requirements for this project are 15 percent of the project labor hours must be worked by Apprentices, per TMC 1.90.040.

**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various	Various		Up to \$1,000,000
<b>TOTAL</b>			<b>Up to \$1,000,000</b>

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various	Various		Up to \$1,000,000
<b>TOTAL</b>			<b>Up to \$1,000,000</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** Up to \$ 1,000,000

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes

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





Resolution No.: U-11392  
Item No.: 3  
Meeting Date: JULY 12, 2023

**TO:** Board of Contracts and Awards  
**FROM:** Scott Dewhirst, Superintendent, Tacoma Water  
Jessica Knickerbocker, Division Manager, Tacoma Water  
Gary Fox, Professional Engineer, Tacoma Water  
**COPY:** Public Utility Board, Director of Utilities, Board Clerk, EIC Coordinator, LEAP  
Coordinator, and Brandon Snow, Finance/Purchasing  
**SUBJECT:** Water Treatment Residual Cake Hauling  
Request for Proposals Specification No. TW23-0053F – July 12, 2023  
**DATE:** June 27, 2023

**RECOMMENDATION SUMMARY:** Tacoma Water recommends contracts be awarded to Brother's Trucking LLC, Ravensdale, WA, in the amount of \$220,000, plus applicable taxes, and Waste Management Disposal Services of Oregon Inc, Houston, TX, in the amount of \$36,000, plus applicable taxes, budgeted from Tacoma Water Fund 4600, for an initial contract term ending December 31, 2024, with the option to renew for three one-year terms, for a projected combined cumulative total of \$895,000, for water treatment residual cake hauling.

**STRATEGIC POLICY PRIORITY:**

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Assure outstanding stewardship of the natural and built environment.

The services provided by these contracts are necessary to maintain operations of the Green River Filtration Facility (GRFF), which provides clean, reliable drinking water to all Tacoma residents and Tacoma Water customers.

**BACKGROUND:**

The GRFF water treatment operations require the removal and disposal of materials generated as a byproduct of filtration of the drinking water supply (water treatment residual cake). The filtered materials consist of silts, clays and organics that are filtered out of the river water as well as coagulants and polymers added during the treatment process. The material produced has been tested and identified as non-hazardous, but there are limited locations where it may be disposed of within close proximity to the GRFF.

Materials are transported from the GRFF to Tacoma Water's contracted disposal site. Alternatively, the contractor may dispose the materials at another certified disposal site owned or contracted by the contractor and approved by Tacoma Water, on an as-needed basis.

**ISSUE:** The purpose of this project was to initiate new hauling contracts, specifically selecting both primary and backup hauling vendors capable of transporting the water treatment residual cake (solids) from the GRFF. Since the startup of the GRFF in 2015, Tacoma Water has only had one contracted vendor available to haul solids from the GRFF and has relied solely on their availability.



Tacoma Water requests that contracts be awarded to two different vendors to increase reliability and reduce risk of not being able to haul solids from the GRFF. If solids cannot be hauled from the GRFF in a timely manner, water treatment operations may be affected.

ALTERNATIVES: Tacoma Water does not have the equipment or personnel available to haul solids internally; therefore, if a contract is not awarded to an external vendor, there are few other options for managing the solids.

GRFF emergency basins can be used for a short time to store accumulated solids (1-2 weeks) until the emergency capacity is reached. Once the emergency storage capacity is reached, the GRFF operations would have to reduce the amount of water taken from the Green River and eventually shut down the GRFF. Approximately ninety-five percent of all the water that is served to Tacoma Water customers comes from the GRFF. Jeopardizing public water supply by not providing services to haul away solids would not support Tacoma Water's mission of providing clean, reliable water.

Tacoma Water had explored the possibility of utilizing hauling services provided by Environmental Services to determine if it would be a viable option. After discussion, it was determined that different equipment, more loads and more frequent hauling would be required.

**COMPETITIVE SOLICITATION:** Request for Proposals (RFP) Specification No. TW23-0053F was opened June 6, 2023. Six companies were invited to submit proposals in addition to normal advertising of the project. Three submittals were received.

<u>Respondent</u>	<u>Location</u> <i>(city and state)</i>	<u>Score</u>
<b>Brother's Trucking LLC</b>	<b>Ravensdale, WA</b>	<b>90</b>
<b>Waste Management Disposal Services of Oregon Inc</b>	<b>Houston, TX</b>	<b>87</b>
Nordvind Sewer Service LLC	Auburn, WA	56

Pre-proposal estimate: \$855,000

The recommended award is five percent above the pre-proposal estimate.

CONTRACT HISTORY: New contract

SUSTAINABILITY: The RFP process was utilized to encourage interested vendors to propose alternative sites for disposal of Tacoma Water solids. Tacoma Water is now considering and may seek approval to use alternative disposal sites proposed by the vendors. The benefit of these alternate disposal sites is that they are within 10 miles of the GRFF, as opposed to the current contracted disposal site in Seattle, which is 40 miles from the GRFF. This difference in distance would significantly reduce emissions for hauling services, not only in terms of mileage, but also from idling in heavy traffic to the disposal site in Seattle.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Five points were included in the evaluation criteria for EIC.



LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP)  
 COMPLIANCE: Not applicable.

**FISCAL IMPACT:**

**EXPENDITURES:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4600 Tacoma Water System Operating Fund	583612	5330120	\$581,655
4600 RWSS Regional System Operating Fund	588363	5330120	\$313,345
<b>TOTAL</b>			<b>Up to \$895,000</b>

**REVENUES:**

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Water rate revenues	581100	Various	\$474,558
		4343524	\$273,243
Regional system participants (Kent, Covington, Lakehaven)	588000	4343521	\$147,199
		4343522	
		4343523	
<b>TOTAL</b>			<b>Up to \$895,000</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** \$256,000, plus applicable taxes

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes

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