



RESOLUTION NO. U-11409

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/
Chief Deputy City Attorney

Chair

Secretary

Clerk

Adopted



Resolution No.: U-11409
Item No.: /
Meeting Date: OCTOBER 11, 2023

TO: Board of Contracts and Awards
FROM: Terry Coggins, Division Manager, Fleet & Facilities, PSS Facilities
Carol Powers, Civil Engineer PE, Principal, Water Project Engineering
COPY: Public Utility Board, Director of Utilities, Board Clerk, EIC Coordinator, LEAP
Coordinator, and Brandon Snow, Finance/Purchasing
SUBJECT: Increase Funding for Architectural Planning Projects
Contract No. CW2256728 – October 11, 2023 Public Utility Board
DATE: September 18, 2023

RECOMMENDATION SUMMARY:

Tacoma Power and Tacoma Water request approval to increase contract CW2256728, to TCF Architecture (TCF), Tacoma, WA, in the amount of \$306,000, plus applicable taxes, budgeted from the 4600 and 4700 Capital Reserve Funds, for a contract amendment to provide architecture and engineering (A&E) services that are needed for approved capital projects. This increase will bring the contract to a cumulative total of \$806,000, plus applicable taxes.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

BACKGROUND:

Tacoma Power and Tacoma Water contracted with TCF to provide predesign A&E services needed in connection with TPU Campus Master plan capital projects. The contract with TCF is intended to provide critical planning services for multiple approved capital projects, including operational spaces for Tacoma Power that meet current and anticipated storage needs at Tacoma Power's Administration Complex and South Service Center (which will also allow Tacoma Power to vacate the Cushman Substation), a campus plan for Tacoma Water that includes resilient warehouse and shop spaces, and new access to the TPU Admin Complex from an anticipated new road on the south side of the campus.

ISSUE: Once the contract was established, proposals from TCF were received for the various project tasks which verified the scope of deliverables and the cost for each. These costs were higher than anticipated due to general increases in A&E service costs and agreed-upon deliverables that have increased the overall scope. The proposals have been reviewed for completeness, compliance with contract pricing, and agreement with proposed tasks and labor hours.

ALTERNATIVES: An alternative to consider is reducing the number of task orders intended to be completed with the existing contract, and engaging in a new solicitation process for two (2) of five (5) identified tasks (capital projects). This alternative would delay project timelines and result in additional administrative costs to the City to re-engage potential firms on the A&E Roster that have already been vetted for the scope of work that led us to choose TCF.



COMPETITIVE ANALYSIS: In accordance with RCW 39.80, TMC 1.06.256 (C), and City of Tacoma Purchasing Policy, Tacoma Power and Tacoma Water conducted a review of qualified Architectural and Engineering firms from the city-wide roster of annually certified A&E firms. The six most qualified firms were invited to submit updated qualifications statements and answer provided questions. From these submittals, the selection committee determined TCF of Tacoma, WA to be the most qualified firm based on a comprehensive review of their ability to execute and deliver the required services and extensive history of highly-similar projects.

CONTRACT HISTORY: Contract CW2256728 was awarded to TCF on April 15, 2023 for the not to exceed amount of \$500,000, plus applicable taxes, with an expiration date of April 10, 2026.

Amendment No. 1 seeks to increase the contract value by \$306,000, plus applicable taxes, to a cumulative total of \$806,000, plus applicable taxes. No extension of validity dates or changes to the scope of work are being made at this time.

SUSTAINABILITY: While sustainability was not a factor in the selection of the services to be provided by TCF, their work will support City and Utility sustainability goals in many ways. Improved TPU campus infrastructure, buildings, and facilities will reduce heating and cooling cost, reduce water and electricity usage, better manage storm water run-off, and better preserve and protect equipment from the elements and natural disasters; reducing the chance of premature replacement and avoidable waste.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable

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 Capital Reserve	WTR-00674	Various	\$336,000
4700-Tacoma Power Capital Reserve	PWR-01165	Various	\$156,000
4700-Tacoma Power Capital Reserve	PWR-01166	Various	\$264,000
4700-Tacoma Power Capital Reserve	PWR-01167	Various	\$50,000
TOTAL			Up to \$806,000



REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4600-CAPTL Tacoma Water Capital Reserve	587501	6311170	\$336,000
4700-Tacoma Power Capital Reserve	PWR-01165	Various	\$156,000
4700-Tacoma Power Capital Reserve	PWR-01166	Various	\$264,000
4700-Tacoma Power Capital Reserve	PWR-01167	Various	\$50,000
TOTAL			Up to \$806,000

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$806,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

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