



## RESOLUTION NO. U-11530

1 A RESOLUTION relating to the Department of Public Utilities, Light Division  
2 ("Tacoma Power"); authorizing the establishment of the Tacoma Power  
3 Geospatial Information Systems (GIS) Modernization Project  
4 (Destination 1-3), as a special project of limited duration for Tacoma  
5 Power, and designating general salary classifications and benefits for  
6 person employed on this project, pursuant to Tacoma Municipal Code  
7 Sections 1.12.140, 1.12.155, 1.24.187, 1.24.980-986, 1.30.300, and  
8 Section 6.1(h) of the Tacoma City Charter.

9 WHEREAS the City of Tacoma, Department of Public Utilities, Light  
10 Division ( "Tacoma Power") requests the Public Utility Board approval to  
11 establish the Tacoma Power Geospatial Information Systems ("GIS")  
12 Modernization Project ("Project"), as a special project of limited duration through  
13 the 2025/2026 biennium for a total of 3 years -- ending in 2028 or at the GIS  
14 completion, and

15 WHEREAS the Business Integrations and Digital Solutions ("BIDS")  
16 team within Tacoma Power's Utility Technology Services ("UTS") provides  
17 critical resourcing and expertise to the GIS Modernization Project, the BIDS  
18 team must additionally provide ongoing operational and integration support to  
19 the complex, legacy GE Smallworld mapping system until it is fully  
20 decommissioned, and

21 WHEREAS the implementation and usage of ESRI GIS technology  
22 continues to grow rapidly throughout many parts of Tacoma Power  
23 organization, increasing resource demand, and

24 WHEREAS to avoid project delays and delivery of operational support  
25 and business value, it is necessary to further supplement the GIS  
26 Modernization Project and BIDS team with additional temporary resources, and



WHEREAS the UTS Project Management Office ("PMO") and BIDS  
1 teams recommend the addition of two (2) temporary project employee roles,  
2 specifically GIS IT Analysts, extending through 2025/2026 biennium for a total  
3 of 3 years, ending in December 2028 or at GIS Project completion, and  
4

5 WHEREAS, pursuant to the provisions of Sections 1.12.155 and  
6 1.24.187 of the Tacoma Municipal Code and Section 6.1(h) of the Tacoma City  
7 Charter, employees who are not regular employees and are hired as special  
8 project employees are paid as provided for by ordinance or resolution of the  
9 City Council, and  
10

11 WHEREAS it is in the best interests of the Department of Public Utilities  
12 to establish a Special Project of Limited Duration and to two (2) temporary  
13 positions to support the required activities for the duration of the special project;  
14

15 Now, Therefore:

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

17 Section 1. That the Tacoma Power Geospatial Information Systems  
18 ("GIS") Modernization Project designation as a special project of limited  
19 duration, is hereby approved and established as a special project of limited  
20 duration.

21 Section 2. That in accordance with the applicable provisions of  
22 TMC 1.12.140 and 1.12.155, the salaries and classes set forth in the  
23 Compensation Plan for regular City employees shall be applied, contingent  
24 upon funding, to similar project positions of the Project.  
25  
26



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 special 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.



1           Section 7. That the term of this special project shall not exceed the  
2 expiration of December 31, 2028, unless extended by appropriate action.

3           Section 8. That the Director of Utilities is hereby authorized to direct the  
4 appropriate City officers to proceed with the necessary actions for project  
5 completion including the hiring of two (2) special project positions to support the  
6 required activities for the duration of the project.

7 Approved as to form:

8 \_\_\_\_\_  
Chair

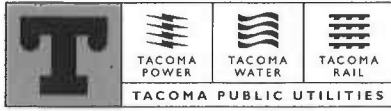
9           /s/

Chief Deputy City Attorney

\_\_\_\_\_  
Secretary

10 \_\_\_\_\_  
11 Clerk

Adopted \_\_\_\_\_



## Board Action Memorandum

**TO:** Jackie Flowers, Director of Utilities  
**COPY:** Charleen Jacobs, Director, and Board Offices  
**FROM:** Chris Robinson, Power Superintendent/COO  
**MEETING DATE:** May 14, 2025  
**DATE:** April 19th, 2025

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### SUMMARY:

The Utility Technology Services (UTS) of Tacoma Power recommends that the Public Utility Board approve the special project of limited duration request pursuant to Tacoma Municipal Code Sections 1.12.140, 1.12.155, 1.24.187, 1.24.980-986, 1.30.300, and Section 6.1 (h) of the Tacoma City Charter which allows for special project employees in Tacoma Power across all phases of the Tacoma Power Geospatial Information Systems (GIS) Modernization project (Destination 1-3). Briefly, the role and services provided are described as follows:

- Information Technology Analyst (GIS): performs skilled and technical duties of an expert technical GIS lead on complex projects with application of advanced principles and techniques, planning, developing, implementing, maintaining, and administering advanced GIS applications and systems.

#### Work activities:

- Prepare, design, and produce a variety of GIS products and other graphic representations displaying layers and data from the GIS platform.
- Develop and maintain GIS data layers, using GIS tools and databases.
- Document GIS platform security, backup, disaster recovery and related processes.
- Perform QA/QC of GIS products built by 3<sup>rd</sup> party vendors.
- Design and build GIS performance monitoring dashboards, alerts, and messaging.
- Work with Engineering Technicians from Tacoma Power Transmission and Distribution (T&D) to perform software upgrades and perform functional tool testing.
- Support cutover activities for the deployment of the new GIS platform, Pro Project templates, Python automations and FME workbenches.
- Coordinating, facilitating, or performing the installations of ESRI related software, hardware, GIS tools/interfaces or related data and applications.
- Assist with decommissioning of Smallworld servers and related infrastructure.
- Other activities identified to support the scope from all destinations identified within by the GIS Modernization project.

### BACKGROUND:

The Business Integrations and Digital Solutions (BIDS) team within Tacoma UTS division provides critical resourcing and expertise to the GIS Modernization project, which is tasked to replace the GE Smallworld software with ESRI's ArcGIS Pro GIS platform. In addition to providing resourcing to support the GIS Modernization project, the BIDS team must additionally provide ongoing operational and integration support to the complex, legacy GE Smallworld mapping system until it is fully decommissioned.

The implementation and usage of ESRI GIS technology continues to grow rapidly throughout many parts of Tacoma Power organization, increasing resource demand. To avoid project



## Board Action Memorandum

delays and delivery of operational support and business value, it is necessary to further supplement the GIS Modernization project and BIDS team with additional temporary resources.

The UTS Project Management Office (PMO) and BIDS teams recommend the addition of two (2) temporary project employee roles, specifically GIS IT Analysts, extending through the 2025-26 biennium for a total of 3 years (ending in December 2028 or at GIS Project completion, whichever is sooner). Project FTE resources were identified in the "Cost Benefit Analysis" as part of the package presented to the Utility Technology Governance Board (UTGB). These resources are key to providing the required capacity and expertise necessary to ensure project delivery as approved by the UTGB on February 23<sup>rd</sup>, 2024.

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes. Funds for the resources are identified and included within the approved Capital GIS (Destination 2) Budgets for Tacoma Power. Estimated salaries including benefits equal \$475,000.

**IF THE EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.**  
Expense is budgeted under existing capital project 90020125.

**IF THE ACTION REQUESTED IS APPROVAL OF A CONTRACT, INCLUDE LANGUAGE IN RESOLUTION AUTHORIZING \$200,000 INCREASE IN ADMINISTRATIVE AUTHORITY TO DIRECTOR?** Not applicable.

### ATTACHMENTS:

- a. Request for Resolution dated March 8th, 2024
- b. Resolution No. U-11448 approved March 27th, 2024
- c. Utility Technology Governance Board Meeting Notes February 24<sup>th</sup>, 2024

### CONTACT:

Sally Mohr, Technology Division Manager, 253-370-0971  
Corey Bedient, PMO Technology Manager, 253-345-1251  
Anne Jackson, BIDs Sr. Technology Manager, 253-778-2770  
Andy Simpson, GeoSpatial Technology Manager, 253-441-4860  
Terry Gifford, Utilities Technology Director, 253-691-6047



## RESOLUTION NO. U-11448

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,  
25  
26



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

2 That the Public Utility Board of the City of Tacoma hereby concurs and  
3 approves the recommendations of the Board of Contracts and Awards or  
4 the requesting division, and approves, as appropriate: (1) the purchase or  
5 furnishing of those materials, supplies, equipment or services recommended for  
6 acceptance; (2) the sale of surplus materials, supplies or equipment  
7 recommended for acceptance; (3) the purchase from a cooperative or another  
8 governmental entity contract; and (4) the increase or extension of an existing  
9 agreement, and said matters may include waiver of the formal competitive bid  
10 process or waiver of minor deviations, all as set forth on Exhibit "A," and  
11 authorizes the execution, delivery and implementation of appropriate notices,  
12 contracts and documents by the proper officers of the City for said transactions.  
13  
14

15 Approved as to form:

16 _____	_____
/s/	Chair
17 Chief Deputy City Attorney	_____
	Secretary
18 _____	Adopted _____
19 Clerk	
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Resolution No.: U-11448

Item No.: /

Meeting Date: MARCH 27, 2024

**TO:** Board of Contracts and Awards  
**FROM:** Chris Robinson, Deputy Utility Director, Power Superintendent, Tacoma Power  
Joseph A. Wilson, Transmission and Distribution Section Manager, Tacoma Power  
Sharon Brophy, Business Services Senior Manager, Tacoma Power  
Erica Pierce, Senior Business Services Analyst, Tacoma Power  
**COPY:** Public Utility Board, Director of Utilities, Board Clerk, EIC Coordinator, LEAP Coordinator, and Sara Bird, Finance/Purchasing  
**SUBJECT:** Distribution Transformers  
Not Practicable to Bid Waiver – Sourcing Request No 4456617370 – March 27, 2024 Public Utility Board  
**DATE:** February 22, 2024

**RECOMMENDATION SUMMARY:** Tacoma Power Transmission and Distribution (T&D) requests a waiver of competitive procurement procedures and recommends that a one-time Purchase Order be awarded to EI Power Tech, South Korea, for three phase padmount Distribution Transformers, up to the amount of \$1,600,000, plus applicable taxes, budgeted from the Power Fund. The Not Practicable to Bid waiver is currently routing in Ariba under Sourcing Request No. 4456617370.

**BACKGROUND:**

Distribution transformer manufacturers were deeply impacted during COVID due to component supply chain constraints. This resulted in previously negotiated contracts being cancelled, lead times extending to a year or more, moving to an allocation system, or requesting terms that are outside of the normal acceptable terms for purchase by the City of Tacoma. Currently, T&D regularly reviews quotes from vendors to make one-time purchases as vendors are still hesitant to enter into contracts.

**ISSUE:** On February 21, 2024, the representative for the City's previously contracted supplier advised that no more slots for three phase padmount transformers would be available for the remainder of 2024 and had no forecast if slots would open up in 2025. Tacoma Power was only awarded five slots in the beginning of 2024 due to supply chain and production constraints with this manufacturer. The other domestic supplier that City of Tacoma has previously utilized informed T&D department personnel earlier in the month that they could no longer give accurate ship dates due to being behind in production. Their terms also dictate they can change the price of an item up until it ships, which does not allow for T&D to forecast an accurate budget for purchases.

**ALTERNATIVES:** If this purchase is not approved, T&D will need to purchase from vendors who have higher prices and longer lead times than EI Power Tech. This will continue to increase operation costs and potentially further delay new projects.



#### COMPETITIVE ANALYSIS:

Quotations from over 10 vendors were solicited with T&D specifications for three phase padmount transformers. Only two qualified responses were received. Of those two responses, lead time and pricing were the evaluation factors.

EI Power Tech has the shortest lead time and best pricing as the other submittal contained the condition of price changes up until the time of shipment. Tacoma Power has already placed an order for transformers with this vendor and has followed up with other local utilities who have received their orders to discuss satisfaction with the products.

CONTRACT HISTORY: One time purchase through Purchase Requisition/Purchase Order (PR/PO) process – no contract award

SUSTAINABILITY: Not applicable – no sustainability factors considered.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: **Not applicable - EIC Exception: Not Practicable to Bid Waiver**

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
4700 Power Fund	Various	Various	\$1,600,000
<b>TOTAL</b>			<b>Up to \$1,600,000</b>

##### REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Power Sales	Various	Various	(\$1,600,000)
<b>TOTAL</b>			<b>Up to (\$1,600,000)</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** Depends on confirmed date at time of order. If order is placed immediately, items should be received in November or December 2024. This would result in the full \$1.6 million impacting the 23/24 budget. Any delay in placement could result in receipt in January 2025, which would delay the impact to 25/26 biennium budget.

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

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

## Waiver of Competitive Solicitation

Sole Source/Not Practicable to Bid

☐ Sole Source Purchase – TMC 1.06.257.A      ☒ Not Practicable to Bid – TMC 1.06.257.B

SR4456617370

Tacoma Power Transmission & Distribution requests a waiver of the competitive solicitation process for distribution transformers. The supplier is EI Power Tech, South Korea.

Approval of this request constitutes a waiver of further competitive solicitation for amendments to the subject contract provided that any such amendment(s) shall be signed by personnel as authorized in the Delegation of Procurement Signature and Approval Authority memorandum. Contract totals shall not exceed \$500,000 without City Council or Public Utility Board approval as appropriate.

### “Follow-on” Contracts:

Provide any historical contract information, specification number, etc., and explain the relationship of this request to any previous contracts:

There are no previous contracts, however this will be the second PO to this vendor for these supplies.

### Waiver Criteria:

1. Per Purchasing Policy Manual Section XXI., this purchase is justified as a Sole Source or Not Practicable to Bid for the following reason(s):

#### **Sole Source:**

- ☐ Supplies or services that only one supplier is capable of providing or authorized to provide.
- ☐ Items required in order to function with existing equipment, systems, programs, or services.
- ☐ Products, systems, information, or services that are subject to patent or other proprietary use rights.
- ☐ Security requirements or information mandates that limit procurement from only a single supplier.

#### **Not Practicable to Bid:**

- ☐ An immediate and important need for proposed construction, installation, repair, materials, supplies, equipment, or services where the delay that would result from following the requirements of the competitive solicitation process would cause financial loss to the City or an interruption of vital services to the public.
- ☒ Special facilities or market conditions (see RCW 39.26.125).
- ☐ Specially tailored or performance criteria-based products such as computer systems or equipment.
- ☐ Supplier selection is not controlled by the City.

2. Support your contention that it would be futile to advertise and competitively solicit the product/service. Include any technical or unique product/service attributes that

## Waiver of Competitive Solicitation

### Sole Source/Not Practicable to Bid

prevent drafting specifications for a competitive solicitation to which more than one supplier could successfully respond.

Due to the time sensitive nature of orders, a solicitation process would add additional lead time that would lead to delays in service and repairs. Once T&D identifies that an order needs to be placed, orders need to be placed quickly due to lead time of a year or longer. T&D was made aware on February 21<sup>st</sup> that ERMCO would not be opening up additional 3 phase transformer slots for the last half of 2024. ERMCO is still the lowest cost vendor with the best lead times due to the allocation system they adopted in response to the supply chain constraints that occurred after the COVID pandemic. Since ERMCO would not be able to fill this need, additional vendors were considered from the quote request.

3. Describe the screening efforts made to identify potential suppliers.

Tacoma Power Transmission and Distribution has conducted a one-time bid for distribution transformers by directly requesting quotes from multiple suppliers. Quotations were solicited from over 10 vendors that have been past suppliers and have also supplied neighboring utilities. Documents for the quotation included Tacoma specifications for these supplies as well as the City of Tacoma Ts and Cs. Only 2 vendors who responded were able to supply 3 phase padmount transformers that meet City of Tacoma specifications. Requests were sent to any supplier that Tacoma Power has been made aware of that has not been disqualified for making transformers out of requested specifications.

4. Describe the efforts made to assure that the City is receiving the lowest or best price possible.

El Power Tech offers fixed quotation pricing. The other vendor has lower pricing on one item, but they will not utilize COT Ts and Cs and only utilize theirs; which includes a provision for updating pricing up to the time of shipment and no liquidated damages provision. This vendor is already a month late in shipping a current COT order and advised staff on February 5<sup>th</sup> that they are no longer able to accurately quote shipping dates due to a backlog of orders.

5. Is this a one-time or on-going purchase?

- ☒ One-time. Estimated one-time cost, including shipping: \$1,600,000, plus applicable sales tax.
- ☐ Ongoing. Estimated total cost, including shipping, for projected contract term of [insert number of years] years: \$[Enter Estimated Amount Over Term], plus applicable sales tax.

**Note: Sole Source requests are limited to three years unless an exception is approved.**

**Funding:** Funds for this purchase are available in the Distribution Transformer A&R Budget.

**EIC Consideration:** Describe below the efforts to ensure, where appropriate, that you have checked the OMWBE website of EIC firms for contracting opportunities.

## **Waiver of Competitive Solicitation**

Sole Source/Not Practicable to Bid

There are currently no EIC firms providing these materials.

**Project Coordinator:** Erica Pierce, Transmission and Distribution, 253-779-7385



Resolution No.: U-11448

Item No.: 2

Meeting Date: MARCH 27, 2024

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**TO:** Board of Contracts and Awards  
**FROM:** Chris Robinson, Deputy Utility Director, Power Superintendent, Tacoma Power  
Joseph A. Wilson, Transmission and Distribution Section Manager, Tacoma Power  
Sharon Brophy, Business Services Senior Manager, Tacoma Power  
Erica Pierce, Senior Business Services Analyst, Tacoma Power  
**COPY:** Public Utility Board, Director of Utilities, Board Clerk, EIC Coordinator, LEAP Coordinator, and Sara Bird, Senior Buyer, Finance/Purchasing  
**SUBJECT:** 1 Phase Distribution Transformers  
Not Practicable to Bid Waiver – Sourcing Request No 4458503148 – March 27, 2024, Public Utility Board  
**DATE:** March 8, 2024

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**RECOMMENDATION SUMMARY:** Tacoma Power Transmission and Distribution (T&D) requests a waiver of competitive procurement procedures and recommends a one-time Purchase Order be awarded to General Pacific, Inc. (General Pacific), Fairview, OR, in the amount of up to \$750,000, plus applicable taxes, budgeted from the Power Fund, for one (1) phase distribution transformers. The Not Practicable to Bid waiver is currently routing in Ariba under Sourcing Request No. 4458503148.

**BACKGROUND:**

Distribution transformer manufacturers were deeply impacted during COVID due to supply chain constraints. This resulted in previously negotiated contracts being cancelled, lead times extending to a year or more, moving to an allocation system, or requesting terms that are outside of the normal acceptable terms for purchase by the City of Tacoma. Currently, T&D regularly reviews quotes from vendors to make one-time purchases as vendors are still hesitant to enter into contracts.

**ISSUE:** Tacoma Power conducted a one-time informal bid to gauge the market for current lead times and pricing for one (1) phase distribution transformers. General Pacific advised that additional slots from ERMCO had become available for delivery in third and fourth quarter, which was unanticipated due to their allocation program. ERMCO is a trusted domestic manufacturer of these items and had lower cost and better lead times than many of the competitors. The average lead time for these items is between 40 – 52 weeks.

**ALTERNATIVES:** If this purchase is not approved, T&D will need to purchase from vendors who have higher prices and longer lead times than General Pacific. This will continue to increase operation costs and potentially further delay new projects.



#### COMPETITIVE ANALYSIS:

Quotations from over 10 vendors were solicited with T&D specifications for one (1) phase padmount transformers. Of the responses received, lead time and pricing were the evaluation factors.

General Pacific has better pricing, lead times, and customer service of the submissions received. ERMCO (manufacturer represented by General Pacific) is a long-trusted manufacturing partner of Tacoma Power. ERMCO units are ones that TPU staff are most familiar with for maintenance and potential in-house refurbishment.

CONTRACT HISTORY: One time purchase through Purchase Requisition/Purchase Order (PR/PO) process – no contract award.

SUSTAINABILITY: Not applicable – no sustainability factors considered.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: **Not applicable - EIC Exception: Not Practicable to Bid Waiver**

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
4700 Power Fund	Various	Various	Up to \$750,000
<b>TOTAL</b>			<b>Up to \$750,000</b>

##### REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Power Sales	Various	Various	(\$750,000)
<b>TOTAL</b>			<b>Up to (\$750,000)</b>

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: UP TO \$750,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

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

## Waiver of Competitive Solicitation

Sole Source/Not Practicable to Bid

☐ Sole Source Purchase – TMC 1.06.257.A    ☒ Not Practicable to Bid – TMC 1.06.257.B

SR4458503148

Tacoma Power Transmission and Distribution requests a waiver of the competitive solicitation process for a one-time purchase of one hundred seventy (170) single phase distribution transformers. The supplier is General Pacific, Inc., Fairview, OR.

Approval of this request constitutes a waiver of further competitive solicitation for amendments to the subject contract provided that any such amendment(s) shall be signed by personnel as authorized in the Delegation of Procurement Signature and Approval Authority memorandum. Contract totals shall not exceed \$500,000 without City Council or Public Utility Board approval as appropriate.

### "Follow-on" Contracts:

Provide any historical contract information, specification number, etc., and explain the relationship of this request to any previous contracts:

N/A

### Waiver Criteria:

1. Per Purchasing Policy Manual Section XXI., this purchase is justified as a Sole Source or Not Practicable to Bid for the following reason(s):

#### **Sole Source:**

- ☐ Supplies or services that only one supplier is capable of providing or authorized to provide.
- ☐ Items required in order to function with existing equipment, systems, programs, or services.
- ☐ Products, systems, information, or services that are subject to patent or other proprietary use rights.
- ☐ Security requirements or information mandates that limit procurement from only a single supplier.

#### **Not Practicable to Bid:**

- ☐ An immediate and important need for proposed construction, installation, repair, materials, supplies, equipment, or services where the delay that would result from following the requirements of the competitive solicitation process would cause financial loss to the City or an interruption of vital services to the public.
- ☒ Special facilities or market conditions (see RCW 39.26.125).
- ☐ Specially tailored or performance criteria-based products such as computer systems or equipment.
- ☐ Supplier selection is not controlled by the City.

2. Support your contention that it would be futile to advertise and competitively solicit the product/service. Include any technical or unique product/service attributes that



## Waiver of Competitive Solicitation

Sole Source/Not Practicable to Bid

prevent drafting specifications for a competitive solicitation to which more than one supplier could successfully respond.

General Pacific has offered Tacoma Power one hundred seventy (170) production slots for single phase distribution transformers with an estimated ship date of 3<sup>rd</sup> and 4<sup>th</sup> quarter of 2024. These transformers are secured on a first come, first serve basis. Lead times from other suppliers exceed 52 weeks.

3. Describe the screening efforts made to identify potential suppliers.

Tacoma Power Transmission and Distribution has conducted a one-time bid for distribution transformers and directly requested quotes from multiple suppliers for new transformers. This is the vendor with the best pricing and lead time.

4. Describe the efforts made to assure that the City is receiving the lowest or best price possible.

General Pacific has confirmed that they will provide the best pricing available from the transformer manufacturer, ERMCO. Due to significant material cost fluctuations and extreme market volatility, pricing will be provided approximately two weeks prior to shipment and the one-time purchase order updated accordingly. Estimated cost is based on recent procurements for similar materials.

5. Is this a one-time or on-going purchase?

☒ One-time. Estimated one-time cost, including shipping: \$750,000, plus applicable sales tax.

☐ Ongoing. Estimated total cost, including shipping, for projected contract term of [insert number of years] years: \$[Enter Estimated Amount Over Term], plus applicable sales tax.

**Note: Sole Source requests are limited to three years unless an exception is approved.**

**Funding:** Funds for this purchase are available in the Distribution Transformer A&R budget.

**EIC Consideration:** Describe below the efforts to ensure, where appropriate, that you have checked the [OMWBE website](#) of EIC firms for contracting opportunities.

There are currently no EIC firms providing these materials.

**Project Coordinator:** Erica Pierce, Transmission and Distribution, 253-779-7385

# Housing Types Summary Sheet



## Overview

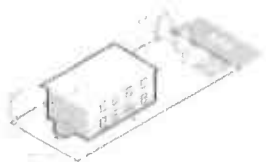
Building Design Standards include housing types that promote compatible growth, fit in with residential patterns, and enhance the quality, character, and function of neighborhoods.

- The housing types focus primarily on residential patterns rather than on architectural style. Standards include building placement, orientation, and a requirement for habitable space along sidewalks; building size; building articulation, transparency, and covered entries; and pedestrian and auto access.
- Additional standards include physical guidelines for non-residential uses, corner lots, large sites, prohibited materials, fencing and walls, utilities, and mechanical screening.
- Accessory Dwelling Units (ADU's) are no longer a housing type but could occur within any of the five new housing types.

## Housing Type

## Description

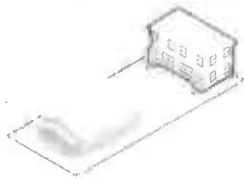
Houseplex-  
House, Duplex,  
Triplex, 4-plex,  
5-plex, 6-plex



A single building with up to 6 units which is generally the size of a single-unit house, includes an entry from the street and a backyard. Allowed in UR-1/2/3. Single-unit houses are considered Houseplexes.

Single Phase transformers (Multiple if needed)

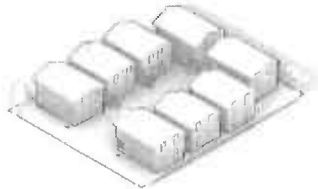
Backyard  
Building



A building located behind another structure at the rear of a lot, which may contain a garage. Allowed in UR-1/2/3.

Single Phase transformers (Multiple if needed)

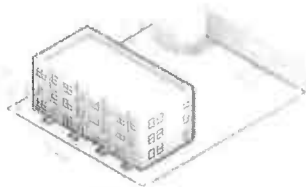
Courtyard  
Housing



A group of detached or attached units arranged around a shared courtyard which is a shared social space taking the place of private back yards. Detached Courtyard Housing is allowed in UR-1/2/3. Attached is allowed in UR-2/3.

3 Phase transformers

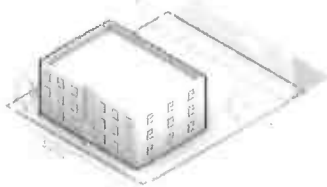
Rowhouses



A multi-story building with access to the street from a front door; it is always attached to 2 to 5 other Rowhouses, which together create a "Rowhouse Cluster". Allowed in UR-1/2/3.

3 Phase transformers

Multiplex



A medium building consisting of 7 or more stacked units with the appearance of a large house or a small apartment building. Allowed only in UR-3.

3 Phase transformers



Resolution No.: U-11448

Item No.: 3

Meeting Date: MARCH 27, 2024

**TO:** Board of Contracts and Awards  
**FROM:** Chris Robinson, Deputy Utility Director, Power Superintendent, Power  
Joseph A. Wilson, Transmission and Distribution Section Manager, Power  
John Nierenberg, Transmission and Distribution Section Assistant Manager,  
Power  
**COPY:** Public Utility Board, Director of Utilities, Board Clerk, EIC Coordinator, LEAP  
Coordinator, and Tina Eide, Finance/Purchasing  
**SUBJECT:** Geographic Information Systems (GIS) Migration and System Integration  
Services  
Request for Proposals Specification No. PT20-0373F, Contract No. CW2244473  
– March 27, 2024 Public Utility Board  
**DATE:** March 8, 2024

**RECOMMENDATION SUMMARY:** Tacoma Power, Transmission and Distribution, recommends a contract be awarded to Locana (formally Critigen LLC), Seattle, WA, by \$3,000,000, plus applicable taxes, budgeted from the Power Fund 4700, for an initial contract term of two years, for continued implementation of system integration services for Geographic Information System (GIS) System.

**STRATEGIC POLICY PRIORITY:**

- 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:**

Tacoma Power is implementing a modern, accurate, timely and comprehensive GIS to serve as a foundation for managing its network infrastructure and to enable Tacoma Public Utilities (TPU) to improve its internal operations and ability to provide customer services. A modern GIS comprised of electric network infrastructure and landbase is needed to support current needs and to position the Utility for integrating with other IT/OT technologies to meet future needs. Implementation will also re-establish parity in geospatial utilization and efficiency across Tacoma Power, Transmission and Distribution, as part of the migration from existing solutions to Esri.

**ISSUE:** The current data architecture and GIS system used by the City of Tacoma, GE Smallworld (GESW), is characterized by limited integrations, manual hand-offs using database extracts, and static report outputs that propagate copies of data without clear procedures to later reintegrate these copies back into the centralized GIS. This leads to a number of challenges, including islands of data that become orphaned from the source leading to uncertainty later as to the best and most accurate source. It can also create a backlog for edits to the geospatial data needing to be reintegrated back into GESW that can become further complicated by other copies or edits made to the same data in the interim. Esri is the current standard for geospatial systems in the utility industry, and they have created a utility-based network model that Tacoma Power will utilize in this upgrade.



Currently, core Tacoma Power business systems, including EMS, OMS and Synergi, must be manually synched (rather than automatically integrated) with GIS data – a competitive disadvantage and the integration with SAP needs additional support. Another competitive disadvantage is the fact that, if Tacoma Power continues to use the Smallworld GIS platform, the version that is being used will not be supported in the next year and will require a major update to bring the City's platform to the current GESW version.

With this migration, Tacoma Power will now have access to the large ecosystem of third-party applications currently being developed based on the Esri system.

Finally, the existence of inaccurate GIS data is potentially high in the current system because of the many accuracy/versioning issues present in Tacoma Power's current Smallworld database.

The future state data architecture and GIS platform provides opportunities to solve many outstanding challenges along with providing new features and capabilities, including adds additional integrations. Where possible, the integration flows of data are bi-directional to indicate collaboration for sharing and consuming information from other sources. This will be further enabled by the migration to an Esri-based platform that will make integration and sharing easier which shall continue within the established GIS program for future GIS phases known as 'Destinations'.

**ALTERNATIVES:** Tacoma Power could have chosen to upgrade its existing application to the most recent software release which includes improvements to asset lifecycle management capabilities, interoperability with other enterprise systems, compliance reporting and network asset inventory functionality. The benefits of this approach include the fact that it would not require Tacoma Power to migrate its current GIS database to a new format, nor would it require a broad-scale training or change management program. However, internal staffing lack the expertise and Tacoma Power would have to hire several positions with the necessary programming experience to support the newer version of GESW, pay additional one-time expenses to convert from a highly customized solution to a standard data model as well as maintain several disparate solutions.

Tacoma Power has already entered into an agreement with Esri to implement a standard data model, and this approval of this contract will provide for the migration of data and integration of the system to other core systems, e.g.: SAP, EMS, OMS and Synergi.

**COMPETITIVE SOLICITATION:** Request for Proposals (RFP) Specification No. PT20-0373F was opened March 9, 2021. Seventeen companies were invited to bid in addition to normal advertising of the project. Seven (7) responsive submittals were received. Three (3) companies were shortlisted on March 29, 2021 and provided demonstrations to Tacoma Power.

Locana (formally Critigen, LLC) was recommended for award after all three (3) shortlisted companies provided demonstrations.

Locana (formally Critigen LLC) professional services are integral as part of a large, multiple-phase (known as destinations) GIS program. This award is for the second destination (Destination 2). The Locana/Critigen Master Services Agreement (MSA) No. 1847 serves as



the conduit for the continued integration and enhancement of the overall GIS solution at Tacoma Power.

<u>Respondent (RFP)</u>	<u>Location</u> <i>(city and state)</i>	<u>Score</u>
<b>Locana (formally Critigen, LLC)</b>	<b>Seattle, WA</b>	<b>63.13</b>
Deloitte Consulting, LLP	Seattle, WA	60.77
UDC	Englewood, CO	60.08
Cyient	East Hartford, CT	58.82
Avineon	McLean, VA	58.19
Geonexus	Ann Arbor, MI	47.03
RMSI	Hyderabad, India	32.53

Pre-bid Estimate: \$1,900,000 - \$2,300,000

The recommended award is 23 percent above the upper range pre-bid estimate. The recommended award includes negotiated estimates for additional augmented staffing resources to fulfil gaps within Power for the implementation. A contingency is being included due to the size and complexity of the implementation of this critical business system with the understanding that it is likely there will be additional scope discovery during the project that has not been included in the Performance Work Statement (PWS).

**CONTRACT HISTORY:** This contract was originally awarded to Locana (formally Critigen LLC) as a result of RFP specification No. PT20-0373F in March 2021 for Destination one (1). The RFP includes the option of additional professional services for Destinations two (2), three (3), and four (4) be awarded to the same supplier via new contracts under the same Master Service Agreement.

**SUSTAINABILITY:** The investments in the GIS Modernization Program drive the Tacoma Power operations and asset management which help support the City's commitment to sustainability.

**EQUITY IN CONTRACTING (EIC) COMPLIANCE:** Not applicable - Service contract - EIC Regulations are not yet established

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



**FISCAL IMPACT:**

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Power Fund 4700	PWR-01038	5310100	\$2,953,500
Power Fund 4700	PWR-01038	5412170	\$46,500
<b>TOTAL</b>			<b>Up to \$3,000,000</b>

**REVENUES:**

GIS project is not be a revenue-generated initiative. Amount would \$0.

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
<b>TOTAL</b>			<b>(\$0)</b>

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** \$1,165,000, 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

Date: **February 23,**  
**2024**

Time: **1:00-2:20 PM**

Location: **Microsoft Teams**

## ATTENDEES

Voting Members	Guests
Kalyan Kakani (Chair), Jackie Flowers, Chris Robinson, Scott Dewhirst, Dale King, Jim Sant, Francine Artis	Megan Davis, Curtis Sneddon
Regular Participants	
Terry Gifford, Tony Landrith, Ashley Jacobsen, Dan Drennan, Mike Hill, Sean Senescall, John Nierenberg, Dan McCabe, Joe Wilson, Sally Mohr, Tyler Swartz, Haley Saul, Mike Petrie, Richard Walloch, Corey Bedient	

## Standing Topics

Topic	Presenter	Time
SEIESMAC Moment	Tony	5 minutes
Capital Portfolio Review	Tony/Ashley	5 minutes

## PMO Updates

Topic	Presenter	Time
<a href="#">IAM Change Request</a> (Decision)	Megan Davis	10 minutes
<a href="#">PACS Change Request</a> (Decision)	Megan Davis	10 minutes
<a href="#">GIS Destination 2 Business Case</a> (Decision)	John Nierenberg	30 minutes

## Program Updates

Topic	Presenter	Time
Advanced Meters	Sally	10 minutes
Cybersecurity	Tyler	5 minutes
UTS Operations	Terry	5 minutes

Decisions
IAM Change Request; approved to extend project schedule
PACS Change Request; approved to extend project schedule and increase budget
GIS Destination 2 Business Case; approved <b>pending</b> timeline adjustment and updated presentation

Action Items	Owner
Follow up on Paymentus (Payments outside of CEP) engagement with Ryan Cox	Tony Landrith
Follow with amount left in Capital contingency 'bucket' after a Change Request is approved <ul style="list-style-type: none"> <li>Look at including that information in Change Request template</li> </ul>	Tony Landrith / Richard Walloch
Provide an update summary to Jackie on Tone Masking <ul style="list-style-type: none"> <li>Consider how to loop her in on future updates</li> </ul>	Tony Landrith