



RESOLUTION NO. U-11553

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 Approved as to form:

15
16 _____
17 /s/
18 Chief Deputy City Attorney

19 _____
20 Clerk

Adopted _____



CITY OF
Tacoma

PUB Resolution No.: U-11553 #/
City Council Resolution No.: _____

**Contract and Award Letter
Purchase Resolution – Exhibit “A”**

TO: Board of Contracts and Awards
FROM: Andy Cherullo, Director, Finance
Patsy Best, Procurement and Payables Division Manager, Finance
COPY: Public Utility Board, Director of Utilities, Board Clerk, City Council, City Manager,
City Clerk, EIC Coordinator, LEAP Coordinator, and Hailey Erichsen, Senior
Buyer, Finance/Procurement
SUBJECT: Citywide – On-Call Abatement Services
Request for Bids Specification No. CT24-0267F, Contract No. – CW2276167
September 24, 2025 Public Utility Board and September 30, 2025 City Council
DATE: August 14, 2025

RECOMMENDATION SUMMARY:

The Finance Department recommends a contract be awarded to Construction Group International LLC, Snohomish, Washington, in the amount of \$745,220.00, plus applicable taxes, budgeted from the various funds, for an initial contract term of three years, with the option to renew for one, one-year period, for a projected contract amount of \$745,220.00, plus applicable taxes, for on-call abatement services.

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.
- Foster a vibrant and diverse economy with good jobs for all Tacoma residents.
- Assure outstanding stewardship of the natural and built environment.

BACKGROUND:

Procurement and Payables maintains a portfolio of on-call contracts for services that are frequently needed by departments across the city. These contracts prevent the need for specification development and bidding at the time needs are discovered which offers the city agility in responding to urgent and/or unexpected needs. Contracts are also leveraged for larger, anticipated projects as the pricing is typically quite competitive given bids were presented against total city anticipated usage versus smaller individual projects.

This abatement contract belongs to the above-mentioned portfolio. This contract can be leveraged by departments when asbestos or lead paint is discovered and provides for the furnishing of all labor, tools, transportation, equipment, and materials for routine and emergency abatements. The City of Tacoma has old buildings and infrastructure and discovery of asbestos and lead based paint during construction is not uncommon. As with all on-call contracts, the proposed contract value is not a guarantee of spend but an estimate based on historical usage and the contractor's bid rates.

ISSUE: The current contract for on-call abatement expires at the end of 2025 and is based on an aging solicitation.



ALTERNATIVES: In the absence of an on-call abatement contract departments would need to individually bid projects as they are identified. This would cause delays in project execution and would fail to capitalize on volume discounts offered under a citywide agreement.

COMPETITIVE SOLICITATION:

Request for Bid Specification No. CT24-0267F was opened July 1, 2025. Ten companies were invited to bid in addition to normal advertising of the project. Three submittals were received. The two low bidders were passed over as they were deemed non-responsive; see asterisked notes.

<u>Respondent</u>	<u>Location</u>	<u>Submittal Amount</u>
Construction Group International LLC	Snohomish, WA	\$745,220.00
Tacoma Abatement Company LLC*	Tacoma, WA	\$580,308.00
Rivers Edge Environmental**	Covington, WA	\$721,282.73

Pre-bid Estimate: \$500,000

The recommended award is 39% percent above the pre-bid estimate.

*Tacoma Abatement did not correctly complete the EIC Utilization form.

**Rivers Edge Environmental did not submit a completed Prior Record of Contracts form

CONTRACT HISTORY: New contract

SUSTAINABILITY: Standard sustainability language was included in the RFB.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: The recommended contractor is in compliance with the EIC requirements per memorandum dated July 2, 2025. The EIC requirements for this project are MBE 9%, WBE 9%, S/DBE 9%. The EIC utilization levels of the recommended contractor, Construction Group International LLC, are 100% WBE.

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

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various	Various	Various	\$745,220.00
TOTAL			Up to \$745,220.00



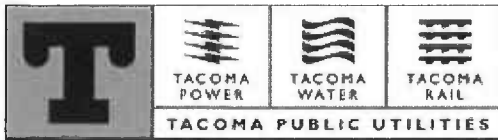
REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Various	Various	Various	(\$745,220.00)
TOTAL			Up to (\$745,220.00)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: Approximately\$ 279,457.50

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-11553
Item No.: 2
Meeting Date: SEPTEMBER 24, 2025

TO: Board of Contracts and Awards
FROM: Chris Robinson, Power Superintendent, Tacoma Power
John Merrell, Transmission & Distribution Interim Section Manager, Tacoma Power
Chad Edinger, Transmission & Distribution Interim Assistant Section Manager
Don Ashmore, Fleet Manager, Tacoma Power/Transmission & Distribution/Fleet Services
COPY: Public Utility Board, Director of Utilities, Board Clerk, EIC Coordinator,
LEAP Coordinator, and Ryan Foster, Senior Buyer, Finance/Purchasing
SUBJECT: Cardlock, Mobile Fuel and Car Wash Services
Request For Proposals (RFP) Specification No. UF25-0106F, September 24, 2025
Public Utility Board
DATE: August 28, 2025

RECOMMENDATION SUMMARY: Tacoma Public Utilities (TPU) Fleet Services recommends a contract be awarded to PetroCard, Inc., Kent, WA, for cardlock, mobile fuel and car wash services as needed. This contract reflects a total award of \$11,000,000, plus applicable taxes, for an initial five-year contract period with the option to renew for two one-year renewal periods, for a projected contract amount of \$15,400,000, plus applicable taxes. There is no guaranteed or minimum purchase requirement for this contract.

BACKGROUND:

This contract will provide convenient access to fuel for TPU vehicles and equipment at cardlock fuel stations on a nation-wide cardlock fueling network as needed. The contract includes on-site mobile fueling services for diesel-fueled equipment including emergency generators on campus and outlying sites. In addition, our operators will also have access to car wash services available at some stations.

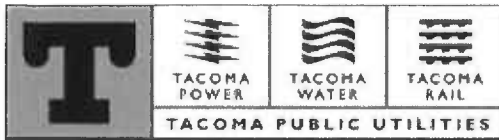
Actual cost at time of purchase includes the base price per gallon plus the contract fixed margin, and applicable taxes. The base price fluctuates according to the industry-recognized Oil Price Information Service (OPIS) report, which is published daily.

ISSUE: TPU has over 1,000 vehicles and equipment in our fleet that require fueling to be used in fulfilling work responsibilities to provide necessary utility services to our customers. In addition, this contract provides mobile fueling services onsite with Renewable Diesel (R99), an alternative sustainable fuel that is not widely available at many fuel stations currently.

ALTERNATIVES: An alternative would be to purchase fuel from retail fuel stations that would not be cost effective or efficient as a contract. In addition to being charged higher prices, many retail stations would be unable to supply the high volume of fuel that is required.

COMPETITIVE SOLICITATION:

RFP Specification No. UF25-0106F was opened April 10, 2025. Forty-four companies were invited to bid in addition to normal advertising of the project. Two submittals were received. After review and evaluation of the proposals by a Selection Advisory Committee of representatives from TPU and Public Works, the Petrocard proposal ranked highest. The evaluation criteria used to award the contracts included price, experience and history (including references), knowledge, ability to perform and other factors such as compliance with the City requirements in the specification.



<u>Respondent</u>	<u>Location</u>	<u>Score</u>
PetroCard, Inc.	Kent, WA	90
Christensen Fuels	Seattle, WA	58

CONTRACT HISTORY: New contract. This contract will replace a current contract that is due to expire with no remaining renewal options available.

SUSTAINABILITY: Each firm was asked to respond regarding sustainability practices. The scoring criteria included points for sustainable practices.

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:

Funds for this are available in the budget of the Department of Public Utilities for the Power, Water and Rail Divisions and the Fleet Services Fund. The cost of fuel purchases is passed on to internal customers through a Fleet billing process in SAP.

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4700 – Tacoma Power	Various	Various	\$10,472,000
4600 – Tacoma Water	Various	Various	\$ 4,312,000
4500 – Tacoma Rail	Various	Various	\$ 616,000
TOTAL			Up to \$15,400,000

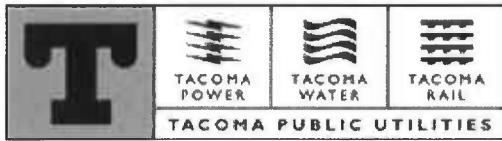
REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4700 – Tacoma Power	Various	Various	(\$10,472,000)
4600 – Tacoma Water	Various	Various	(\$ 4,312,000)
4500 – Tacoma Rail	Various	Various	(\$ 616,000)
TOTAL			Up to (\$15,400,000)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$2,384,000

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-11553

Item No.:

3

Meeting Date:

September 24, 2025

TO: Board of Contracts and Awards
FROM: Ray Johnson, Section Manager, Tacoma Power/Power Management
Chris Juchau, Manager, Tacoma Power/Power Management
Rick Applegate, Data Analyst, Principal, Tacoma Power/Power Management
COPY: Public Utility Board, Director of Utilities, Board Clerk, EIC Coordinator, LEAP
Coordinator, and Sara Bird, Senior Buyer, Finance/Purchasing
SUBJECT: Bench Contract Awards for Consulting Services Request For Proposal (RFP)
Specification No. PM25-0003F to Sapere Consulting Inc, Toba Consulting LLC,
and Utilicast LLC – September 24, 2025, Public Utilities Board
DATE: September 2, 2025

RECOMMENDATION SUMMARY:

Tacoma Power recommends awarding a series of 'bench contracts' to Sapere Consulting, Inc., of Spokane Valley, WA, Toba Consulting LLC of Fox Island, WA, and Utilicast LLC of Kirkland, WA, in the amount \$1,000,000 each, plus applicable taxes, from the Tacoma Power Fund 4700, for initial contract terms of five years, for a projected total contract amount of up to \$3,000,000, plus applicable taxes, for consulting services.

BACKGROUND:

Bench contracts will provide Tacoma Power with a vehicle to more rapidly meet limited-duration staffing needs for wholesale/bulk electric sector operations and related areas. Such staffing needs generally take the form of gaps in Subject Matter Expertise (SME) in highly specialized areas, circumstances in which workload exceeds the bandwidth of existing staff and experienced support is required, or a combination of the two. The need is accentuated by the rapid period of change being experienced by the electric utility sector.

The Power Management section of Tacoma Power, staff will begin to dedicate increasing time and energy to migrating from the Western Energy Imbalance Market (WEIM) to a novel day-ahead market, Markets+. This effort will require many steps over approximately three years to develop, deploy, and test new systems and new business processes. For some portion of this time, marketing staff will have to effectively operate in two energy markets simultaneously, in essence doing their jobs twice so that when the transition is finally accomplished, we can be assured that our participation in Markets+ will be effective and successful.

The System Operations group of the Transmission and Distribution section will face similar demands as part of the process of transitioning to a new day-ahead market and possibly even a new reliability coordinator. Their work will coincide with two major technology projects. Overhaul of the energy management system (EMS) and deployment of an automated distribution management system (ADMS) will eventually benefit Tacoma Power's electrical system, but it will first require incremental demands on the people who operate it.

While those major projects and programs are underway and staff time is already split between project implementation and conducting their day-to-day operations activities, it is inevitable that additional resource needs will arise for new, unforeseen projects and activities or to fill knowledge gaps. That inevitability is the result of the rapid electricity industry evolution that is impacting utility operations and the need for Tacoma Power to keep pace, particularly when we



must respond to new requirements resulting from regulatory action, technological advancement, and policy changes.

Additionally, this period of change will certainly not end with these projects and is likely to last for decades. We are going to continue to need external support and expertise to adapt to this change or risk ever rising permanent staffing levels or staff burnout and increased turnover. Accordingly, we request additional resources in the form of bench contracts to help address the coming challenges.

Under the proposed bench contracts, consultants will perform services in up to four of the following categories:

- Category 1: Project and Program Delivery - This service category includes project planning, scheduling, work status review, stakeholder coordination, executive and governance support, business analysis, process design, and staff augmentation.
- Category 2: Organizational Development and Organizational Change Management - This service category includes several areas of work that are intended to help Tacoma Power evolve and adapt to changing conditions.
- Category 3: Utility Operations Support - The objective of this category is to supplement existing Tacoma Power staff when additional subject matter expertise related to utility operations is required and to support employees temporarily so that they may dedicate time and energy to special projects. This service category may also be used to provide temporary support to fill unforeseen staffing gaps resulting from circumstances such as an extended employee absence.
- Category 4: Regulatory Compliance - This category includes but is not limited to reliability, electric market rules, and applicable environmental considerations.

ISSUE: Tacoma Power often relies on limited-term, one-off contracts for professional services to fill capability and capacity gaps, but this ad-hoc approach is inefficient and creates substantial uncertainty as to the ability to consistently procure quality services. By contrast, the bench contracts will provide a robust solution from a competitive solicitation that should significantly remedy the inefficiencies and uncertainties of the ad-hoc process.

ALTERNATIVES: Tacoma Power could elect to meet anticipated challenges with only the resources that are presently available to it. However, while bench contracts do entail a significant cost, we anticipate that they will address inefficiencies and avoid risks that would otherwise result in greater total future costs for the utility.

COMPETITIVE SOLICITATION:

Tacoma Power issued a bench contract request for proposals (RFP), Specification No. PM25-0003F, on March 18th, 2025, that subsequently closed on April 29th, 2025. We advertised the RFP through normal methods and invited three vendors to participate. In total, 12 entities submitted responses, all of which were from generally well qualified providers. We evaluated the responses with respect to seven criteria: qualifications/experience of firm; examples of projects; client references; fees; qualifications/experience of key personnel; equity in contracting; and submittal quality. Because the bench contract services do not contemplate performance of a single specific task, it is possible to select multiple providers and to allocate work to the



consultant best suited to accomplish a given task when a need arises. Based on our review of the responses, we believe that three contract awards would provide a desirable level of diverse consultant talents and capabilities. Accordingly, the three entities with the highest scores recommended for contract awards appear in bold in the table below.

<u>Respondent</u>	<u>Location</u>	<u>Score</u>
Toba Consulting LLC	Fox Island, WA	77.3125
Utilicast, LLC	Kirkland, WA	76.3750
Sapere Consulting, Inc	Spokane Valley, WA	75.8125
Modern Grid Solutions LLC	Redmond, WA	74.6250
Qualus Consulting, LLC	Seattle, WA	73.4375
TRC Solutions	Windsor, CT	72.1875
Onit Management Consulting LLC	Seattle, WA	71.8125
TokuSaku Consulting	Seattle, WA	69.1875
Morris & Willner Partners, Inc	Costa Mesa, CA	65.1250
KRE Consulting, LLC	Pasadena, CA	63.8125
Siemens Industry, Inc.	Alpharetta, GA	62.2500
Gartner, Inc.	Seattle, WA	55.6875

CONTRACT HISTORY: New Contract(s).

SUSTAINABILITY: As part of this solicitation, Tacoma Power encouraged respondents to use products or services that help to minimize the environmental and human health impacts of City Operations in accordance with the City's Sustainable Procurement Policy and Climate Action Plan. Transportation requirements to accomplish in-person consulting services and their associated travel costs were considered as part of the assessment criteria of fees and charges.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - Service contract - EIC Regulations are not yet established, however, five points were awarded in the assessment to any proposal that identified registration in any of the following categories: Combination Business Enterprise (CBE); Disadvantaged Business Enterprise (DBE); Minority Business Enterprise (MBE); Minority/Women Business Enterprise (MWBE); Small Business Enterprise (SBE); Socially and Economically Disadvantaged Business Enterprise (SEDBE); or Women Business Enterprise (WBE).

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
Tacoma Power Fund 4700	Various	5310100	\$3,000,000
TOTAL			Up to \$3,000,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Tacoma Power Fund 4700	Various	5310100	(\$3,000,000)
TOTAL			Up to (\$3,000,000)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$500,000.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

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