



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: December 11, 2012

TO: Mayor and Councilmembers

FROM: Water Resources Division, Public Works Department

SUBJECT: Contract For Asset Management Program Support Services For El Estero Wastewater Treatment Plant

RECOMMENDATION:

That Council authorize the Public Works Director, subject to approval as to form by the City Attorney, to execute a contract with Carollo Engineers, Inc., in the amount of \$247,802 to provide Asset Management Program support services for the El Estero Wastewater Treatment Plant, and authorize the Public Works Director to approve expenditures of up to \$24,780 for extra services of Carollo Engineers that may result from necessary changes in the scope of work, for a total not-to-exceed amount of \$272,582.

DISCUSSION:

The City owns and operates an activated sludge wastewater treatment plant (El Estero). This plant requires continual maintenance and refurbishment due to the nature of its operations. Since 2006, El Estero staff has developed an asset management system to ensure that these important maintenance and refurbishment activities are performed in an effective manner.

On October 18, 2011, the City awarded to Carollo Engineers, Inc., (Carollo) a one-year contract for asset management system services through a competitive Request for Proposals process. Efforts from this contract have resulted in a synthesis of earlier Asset Management Program (AMP), efforts and have produced an Asset Management Plan document. This document recognizes important past accomplishments in El Estero AMP development and outlines a blueprint for achieving future AMP development goals and direction.

Important El Estero AMP activities which have been completed to-date include:

- Identification of a complete asset inventory with physical and functional characteristics;

- Development of level of service goals based upon business objectives and customer needs;
- Assessment of baseline condition and performance of all plant and lift station assets;
- Assignment of proper management strategy for each asset;
- Development of asset refurbishment forecasts to anticipate major equipment repair needs during the next 10 years; and
- Development of reports to measure asset and maintenance performance.

The past year's contract with Carollo also has resulted in significant improvements to El Estero's parts inventory management practices, existing computer maintenance management system (CMMS) software installation, and CMMS database management services. This contract is now drawing to a close.

At this time, City staff is requesting that Council authorize the Public Works Director to execute an additional one-year professional services contract to Carollo in order to continue asset management system work at El Estero. The proposed contract's scope of work includes continuation of professional consultant support services for:

- CMMS application and underlying database maintenance technical support services. The CMMS is the actual asset management and work order tracking software needed to document and plan maintenance work performed by City staff at El Estero. Technical support services are needed to manage database inputs and applications to ensure that the software application data does not become out of date and inaccurate;
- Optimization of the existing AMP inventory management activities, including integration of newly constructed Capital Improvement Project (CIP) assets into the existing CMMS asset registry and inventory management functions. Inventory management activities involve the purchase and tracking of critical component parts used to repair and maintain major pieces of equipment at El Estero. Not having parts in inventory when needed will prevent the timely repair of equipment, and emergency actions could be required to restore major pieces of equipment back to service. A well managed inventory management program ensures that the necessary parts are on site for effective and timely equipment maintenance or repair;
- Support for select CIP project planning and prioritization activities. This work assists City staff in their CIP project prioritization for planning, design and construction scheduling of smaller El Estero CIP projects;
- Optimization of the AMP's existing business and work practices. This work ensures that City staff performs their maintenance work activities both efficiently and effectively by updating detailed procedures in CMMS work orders for City staff to use when performing work. The consultant also provides quality assurance review of completed work orders to ensure that important field data is transmitted back into the CMMS software system, which is important for future maintenance of the equipment; and

- AMP training and documentation development for El Estero's maintenance and operations personnel. This project work ensures that City staff members are trained and prepared to assume leadership roles in managing AMP activities in the coming year.

Carollo has provided similar services for numerous other public wastewater agencies with similar asset management support needs. While more El Estero AMP responsibilities will be assumed by City staff in the future, it is recognized that the most complicated CMMS database management and quality assurance review activities are highly specialized and are cost-effectively performed by outside consultants with these unique abilities on an on-going basis.

At its meeting on November 12, 2012, the Board of Water Commissioners voted 5-0-0 to approve staff's recommendation.

BUDGET/FINANCIAL INFORMATION:

This project was anticipated and funds were included in the Fiscal Year 2013 Sanitary Sewer Overflow Reduction Program budget for this work.

PREPARED BY: Chris Toth, Wastewater System Manager/avb

SUBMITTED BY: Christine F. Andersen, Public Works Director

APPROVED BY: City Administrator's Office