



SUMMARY REPORT

Agenda Date: 8/17/2021

To: Board of Directors, Sonoma County Water Agency, Occidental, Russian River, Sonoma Valley, and South Park County Sanitation Districts

Department or Agency Name(s): Sonoma County Water Agency, Occidental, Russian River, Sonoma Valley, and South Park County Sanitation Districts

Staff Name and Phone Number: Kevin Booker / 707-521-1865

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

First Amended Agreement for Asset Management Program Phase 2: Pilot Project

Recommended Action:

Authorize Sonoma County Water Agency's General Manager to execute the First Amended Agreement for Asset Management Program Phase 2: Pilot Project with Carollo Engineers, Inc. The amended agreement increases the amount by \$200,000, expands the scope of work to include the development of process and instrumentation diagrams and process control narratives needed to efficiently upgrade Sonoma Water's SCADA system components, and extends the agreement term by six months for a new not-to-exceed agreement total of \$692,360 and end date of October 31, 2022.

Executive Summary:

Sonoma County Water Agency (Sonoma Water) is developing a three-phase Asset Management Program (AMP) to support Sonoma Water's goal of applying asset management business practices enterprise-wide. Some of the objectives of Sonoma Water's AMP goals are to:

- A. Provide business processes and policies to track assets throughout their life cycle from activation to deactivation.
- B. Employ a risk-based asset management framework for calculating the probability of failure and consequence of failure of assets throughout their life cycle.
- C. Provide a structure for prioritizing projects for the Capital Improvement Program (CIP).
- D. Develop long-term funding options, including rate impacts, for managing operation and renewal of the assets.

Under this first amended agreement, Carollo Engineers, Inc. (Consultant) will create process and integration diagrams for the Russian River County Sanitation District's Wastewater Treatment Plant. The additional work increases the agreement amount by \$200,000 and extends the term by six months for a new agreement amount of \$692,360 and term end date of October 31, 2022.

Discussion:

HISTORY OF ITEM/BACKGROUND

Sonoma Water provides high-quality drinking water to over 600,000 people in Sonoma and northern Marin counties; is responsible for maintaining over 150 miles of creeks and streams throughout Sonoma County to help reduce the risk of flooding; manages and operates eight different sanitation districts and zones for over 75,000 residents in unincorporated Sonoma County; and produces recycled water to offset potable water demands.

Sonoma Water has multiple systems for managing and maintaining asset information. The majority of these systems are not electronically connected resulting in duplicate entries and information in multiple systems leading to incongruences.

Sonoma Water plans to move from data silos to interconnected business systems in order to accomplish reliability-centered maintenance, business system interconnectedness, and improve asset management enterprise-wide.

Sonoma Water seeks to reduce labor required for asset maintenance, record-keeping, researching asset history information, benchmarking, reporting key performance indicators, more comprehensive fiscal decision making, assurance of regulatory compliance, justification for rate increases to the public, and other pertinent enterprise asset management functions. To this end, Sonoma Water is developing an AMP beginning with an implementation plan (Phase 1), followed by a pilot project (Phase 2), and then rolling out asset management business practices enterprise-wide (Phase 3).

Phase 1 work is under a separate agreement with Consultant and is currently underway. Phase 1 includes establishing the principles and practices to be implemented for managing Sonoma Water's infrastructure and facilities in order to optimize the life-cycle costs of the assets.

Sonoma Water and Consultant entered into an agreement (Original Agreement) to develop Phase 2 of the AMP, dated April 26, 2021, in the amount of \$492,360. Under the Original Agreement, Consultant determined the need for process and instrumentation diagrams (P&ID) and process control narratives (PCN) of key facilities to efficiently upgrade Sonoma Water's SCADA system components. Under this first amended agreement, Consultant will develop P&IDs and PCNs for Russian River County Sanitation District's Wastewater Treatment Plant. Russian River County Sanitation District's Wastewater Treatment Plant was chosen for this pilot project because the Wastewater Treatment Plant assets were assessed under Phase 1 and provides a good representation of Sonoma Water's wastewater facilities.

SELECTION PROCESS

On July 13, 2018, Sonoma Water issued a Request for Statements of Qualifications to the following nine firms:

1. ABB Enterprise Software, Atlanta, GA
2. BPD Zenith U.S. LLC, Houston, TX
3. Cohesive Solutions, Inc., Kennesaw, GA
4. Crory & Associates, Inc., Roseville, CA

5. Grable Services, LLC, Cape Coral, FL
6. Havensight Consulting Group, LLC, Schaumburg, IL
7. PinnacleART, Pasadena, TX
8. Projetechn, Inc., Cincinnati, OH
9. Vistronix LLC (a subsidiary of ASRC Federal), Reston, VA

The Request for Statements of Qualifications was also posted on the Sonoma Water and County of Sonoma Purchasing Department websites.

The 15 firms listed below submitted statements of qualifications:

1. ABB Enterprise Software
2. AMCL, San Francisco, CA
3. BPD Zenith US LLC
4. Carollo Engineers, Inc., Walnut Creek, CA
5. CH2M Hill Engineers, Inc., Redding, CA
6. GHD Engineers, Inc., Santa Rosa, CA
7. Havensight
8. Infor Public Sector Inc., Rancho Cordova, CA
9. Intelligent Technology Solutions LLC, Marietta, GA
10. Net Results Group
11. PinnacleART
12. Raintek Enterprises Inc., Pasadena, CA
13. SDI Presence LLC, Los Angeles, CA
14. Vistronix LLC
15. West Monroe Partners LLC, Chicago, IL

The following criteria were used to evaluate each firm:

- Thoroughness of statement of qualification
- Professional qualifications and demonstrated ability to perform the work
- Exceptions to agreement terms

All 15 firms that submitted Statements of Qualifications were selected for the list of qualified consultants. Based on the evaluations, Consultant was chosen from the list to perform the work for this agreement because of its experience with similar public agencies and demonstrated understanding of Sonoma Water's needs.

Sonoma Water may seek to amend or enter into subsequent agreement(s) with Board approval if required, relying upon this competitive selection process, after the preliminary or initial work is completed.

SERVICES TO BE PERFORMED

Under the proposed amended agreement, and as part of its work to develop Phase 2 of the Asset Management Program, Consultant will develop process and instrumentation diagrams of key facilities needed to efficiently upgrade Sonoma Water's SCADA system components. Integration of other digital systems with

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the SCADA system, as part of the Business System Integration task, will benefit Sonoma Water's Asset Management Program by having up-to-date process and instrumentation diagrams. Therefore, a pilot task for developing process and instrumentation diagrams as well as accompanying process control narratives are being added under Phase 2.

The additional cost is \$200,000, for a new not-to-exceed agreement total of \$692,360. The new end date is October 31, 2022.

The agreement includes two options for Sonoma Water to extend this agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date of the agreement and of the first extension option.

Prior Board Actions:

04/20/2021: Approved agreement between Sonoma Water and Carollo Engineers, Inc., for assistance developing Phase 2 of Sonoma Water's Asset Management Program. Cost \$492,360; term end April 30, 2022. Adopted a Resolution authorizing adjustment to the Board-adopted budget for Fiscal Year 2020-2021 for the Water Transmission Fund in the amount of \$250,000 for the Asset Management Program Phase 2: Pilot Project.

08/13/2019: Approved agreement between Sonoma Water and Carollo Engineers, Inc., for assistance developing Phase I of the Asset Management Program. Cost \$689,500; term end March 31, 2021. □

FISCAL SUMMARY

Expenditures	FY 21-22 Adopted	FY22-23 Projected	FY 23-24 Projected
Budgeted Expenses	\$200,000		
Additional Appropriation Requested			
Total Expenditures	\$200,000		
Funding Sources			
General Fund/WA GF	\$140,000		
State/Federal			
Fees/Other	\$60,000		
Use of Fund Balance			
Contingencies			
Total Sources	\$200,000		

Narrative Explanation of Fiscal Impacts:

Budgeted amount of \$200,000 is available from FY 2021/2022 appropriations; \$140,000 from the Sonoma Water General Fund and \$60,000 from the Russian River County Sanitation District Operations Fund. No additional appropriation is required.

Staffing Impacts:

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Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

None

Related Items “On File” with the Clerk of the Board:

None