



SUMMARY REPORT

Agenda Date: 8/13/2019

To: Boards 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): All

Title:

Asset Management Planning Assistance and Related Services

Recommended Action:

In an ongoing effort to improve efficiency of managing assets and ensuring maximum benefit and use of public funds:

Authorize Sonoma County Water Agency's General Manager or designee to execute an agreement with Carollo Engineers, Inc. for asset management planning assistance through March 31, 2021 in the not-to-exceed amount of \$689,500.

Executive Summary:

Sonoma County Water Agency, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma Valley County Sanitation District, and South Park County Sanitation District (collectively referred to as Sonoma Water) have 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 creating inconsistent data. Sonoma Water is seeking strategies to reduce labor required for asset maintenance, improve record-keeping, enable the reporting of key performance indicators, and to allow for a more comprehensive fiscal decision-making process. Sonoma Water wants to develop an Asset Management Program Implementation and Business Systems Integration strategy to support Sonoma Water's goal of applying asset management business practices enterprise-wide.

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 several systems for managing and maintaining asset information. The majority of these systems are not electronically connected.

Sonoma Water plans to move from the data silos to interconnected business systems (Project). Sonoma Water's vision is to improve its process to accomplish reliability centered maintenance, business system interconnectedness, and improve asset management enterprise-wide.

Sonoma Water seeks to reduce labor required for asset maintenance, including asset history research, benchmarking, assurance of regulatory compliance, and enhanced justification data for rate increases.

SELECTION PROCESS

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

1. Crory & Associates, Inc., Roseville, CA
2. Grable Services, LLC, Cape Coral, FL
3. Havensight Consulting Group, LLC, Schaumburg, IL
4. Projetechn, Inc., Cincinnati, OH
5. BPD Zenith U.S. LLC, Houston, TX
6. Vistronix LLC (a subsidiary of ASRC Federal), Reston, VA
7. PinnacleART, Pasadena, TX
8. ABB Enterprise Software, Atlanta, GA
9. Cohesive Solutions, Inc., Kennesaw, GA

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, Atlanta, GA
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, Schaumburg, IL
8. Infor Public Sector Inc., Rancho Cordova, CA
9. Intelligent Technology Solutions LLC, Marietta, GA
10. Net Results Group, KY
11. PinnacleART, Pasadena, TX
12. Raintek Enterprises Inc., Pasadena, CA
13. SDI Presence LLC, Los Angeles, CA
14. Vistronix LLC, Reston, VA
15. West Monroe Partners LLC, Chicago, IL

The following criteria were used to evaluate each firm:

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

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Each Statement of Qualification submitted, was reviewed and scored independently by five different Sonoma Water staff. The top six firms with the highest score, were invited to interviews hosted by Sonoma Water. From the first round of interviews, the top two firms were invited to a second round of interviews. Based upon the statement of qualifications submitted and interviews, Carollo Engineers, Inc. was selected to perform the work because of their past work with similar public agencies and their understanding of the needs of Sonoma Water. □

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 for the Project.

SERVICES TO BE PERFORMED

Under the proposed agreement, Carollo Engineers, Inc. (Consultant) will assist Sonoma Water in developing Phase I of the Asset Management Program, which 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. Deliverables of this work will include an Asset Management Implementation Plan that describes the Asset Management Program and the schedule for rolling out the supporting business processes.

The cost of services will not exceed \$689,500; the term end date is March 31, 2021.

Prior Board Actions:

N/A

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses	\$500,000		
Additional Appropriation Requested	\$189,500		
Total Expenditures	\$689,500		
Funding Sources			
General Fund/WA GF	\$439,500		
State/Federal			
Fees/Other	\$250,000		
Use of Fund Balance			
Contingencies			
Total Sources	\$689,500		

Narrative Explanation of Fiscal Impacts:

Budgeted amount of \$250,000 is available from FY 2019/2020 appropriations for the Sonoma Water General Fund. Budgeted amount of \$250,000 is available from FY 2019/2020 appropriations for the Water Transmission Fund.

Additional appropriations of \$189,500 are required for the agreement to be fully encumbered in year one. With Board approval, unused appropriations budgeted in FY 2018/2019 will be included in the FY 2019/2020 first quarter consolidated budget adjustments for the Sonoma Water General Fund.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)
N/A			

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1: Agreement with Carollo Engineers, Inc.

Related Items "On File" with the Clerk of the Board:

None