



## **Legislation Passed April 16, 2013**

The Tacoma City Council, at its regular City Council meeting of April 16, 2013, adopted the following resolutions and/or ordinances. The summary of the contents of said resolutions and/or ordinances are shown below. To view the full text of the document, click on the bookmark at the left of the page.

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### **Resolution No. 38655**

Authorizing the execution of a collective bargaining agreement with the Brotherhood of Locomotive Engineers and Trainmen, covering 19 budgeted, full-time positions assigned to Tacoma Public Utilities, Tacoma Rail Division, retroactive to July 1, 2012 through June 30, 2017.

### **Purchase Resolution No. 38656**

Awarding a contract to:

1. Carollo Engineers Washington, P.C., in the amount of \$600,412.00, sales tax not applicable, budgeted from the Environmental Services Wastewater Fund, for a cumulative amount of \$1,661,482.00, to increase the scope of services and budget needed for the Owner's Representative Services for the planning, design, and procurement phases of the Wastewater Treatment Plant Computer Control System Upgrade project Specification No. PW 11-0422F.

### **Resolution No. 38657**

Authorizing the City Manager to execute a Memorandum of Understanding with the Washington State Department of Corrections creating a pilot program related to the Department of Correction's Earned Release Date Housing Voucher Program.



## RESOLUTION NO. 38655

1 A RESOLUTION related to collective bargaining; authorizing the execution of the  
2 proposed collective bargaining agreement between the City and the  
3 Brotherhood of Locomotive Engineers and Trainmen, effective retroactive to  
4 July 1, 2012, through June 30, 2017.

5 WHEREAS the City has, for years, adopted the policy of collective  
6 bargaining between the various labor organizations representing employees and  
7 the administration, and

8 WHEREAS this resolution allows for the execution of the proposed five-year  
9 (2012-2017) Collective Bargaining Agreement ("CBA") between the City and the  
10 Brotherhood of Locomotive Engineers and Trainmen ("Union"), on behalf of the  
11 employees represented by said Union, and

12 WHEREAS the bargaining unit consists of approximately 19 budgeted,  
13 full-time equivalent ("FTE") positions assigned to Tacoma Public Utilities, Tacoma  
14 Rail Division, and

15 WHEREAS the proposed CBA includes an increase to the base wage rates  
16 for each year of the agreement, July 1, 2012, through July 1, 2016; language  
17 included that if a successor bargaining agreement is not reached prior to July 1,  
18 2017, a cost of living allowance(s) will be payable each July 1 of 100 percent of the  
19 Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)  
20 Seattle area all items, June to June index, with a minimum increase of 2 percent  
21 and a maximum increase of 4 percent, and

22 WHEREAS other significant provisions of the CBA include a one-time  
23 ratification payment of \$80,000, to be divided between the members based on  
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hours worked; an increase to the annual reimbursements allowed for non-steel boots from \$80 to \$150, for steel-toed boots from \$120 to \$200; for gloves up to \$40; and language that employees will contribute toward employee medical premiums in the same manner as other City employees, and

WHEREAS it now appears in the best interest of the City that the proposed CBA negotiated by said Union and the City be approved; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

That the proper officers of the City are hereby authorized to execute the Collective Bargaining Agreement between the City and the Brotherhood of Locomotive Engineers and Trainmen, effective retroactive to July 1, 2012, through June 30, 2017, said document to be substantially in the form of the proposed agreement on file in the office of the City Clerk.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Deputy City Attorney



## RESOLUTION NO. 38656

1 A RESOLUTION related to the purchase of materials, supplies or equipment,  
2 and the furnishing of services; authorizing the appropriate City officials to  
3 enter into contracts and, where specified, waiving competitive bidding  
4 requirements, authorizing sales of surplus property, or increasing or  
5 extending existing agreements.

6 WHEREAS the City has complied with all applicable laws governing the  
7 acquisition of those supplies, and/or the procurement of those services,  
8 inclusive of public works, set forth in the attached Exhibit "A," which Exhibit is  
9 incorporated herein as though fully set forth, and

10 WHEREAS the Board of Contracts and Awards has reviewed the  
11 proposals and bids received by the City, and the Board has made its  
12 recommendation as set forth in Exhibit "A," and

13 WHEREAS the Board of Contracts and Awards has also made its  
14 recommendations as to entering into purchasing agreements with those  
15 governmental entities identified in Exhibit "A"; Now, Therefore,

16 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

17 That the Council of the City of Tacoma does hereby concur in the  
18 findings and recommendations of the Board of Contracts and Awards set forth  
19 in the attached Exhibit "A," and does hereby approve and authorize the:

20 (X) A. Procurement of those supplies, services, and public works  
21 recommended for acceptance in the attached Exhibit "A";

22 ( ) B. Rejection of those bids and/or proposals that are recommended  
23 for rejection in the attached Exhibit "A";  
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( ) C. Entry into the proposed purchasing agreement with those governmental entities identified in the attached Exhibit "A," which proposed agreement is on file in the office of the City Clerk;

( ) D. Waiver of competitive bidding procedures in those instances, as set forth in Exhibit "A," in which it is impracticable to obtain supplies or public works improvements by competitive bid, or in those instances in which supplies and/or public works are available from a single source.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form:

  
\_\_\_\_\_  
City Attorney





City of Tacoma  
Environmental Services Department

EXHIBIT "A"

RESOLUTION NO.: 38656

ITEM NO.: 1

MEETING DATE: APRIL 16, 2013

**DATE:** April 1, 2013  
**TO:** Board of Contracts and Awards  
**SUBJECT:** Contract Amendment for the Wastewater Treatment Plant Control System Upgrade Project; Budgeted from ES Wastewater Fund 4300  
Request for Qualifications Specification No. PW11-0422F  
Contract No. 4600007933

**RECOMMENDATION:** The Environmental Services Department, Science and Engineering Division requests approval to increase SAP Contract No. 4600007933 with **Carollo Engineers Washington, P.C., Seattle, WA**, by \$600,412.00, sales tax not applicable. The original contract was in the amount of \$1,061,070.00, sales tax not applicable, this increase will bring the contract to a cumulative amount of \$1,661,482.00, sales tax not applicable.

**EXPLANATION:** A contract amendment is required to increase the scope of services and budget needed for the Owner's Representative Services for the planning, design, and procurement phases of the Wastewater Treatment Plant Computer Control System Upgrade project. During the course of this project, it was determined that the scope of work for the planning and design phases of the project needs to be increased due to the following reasons:

- Additional meetings, evaluations and site visits were required to compare implementation alternatives.
- Available existing documentation of the control systems at the wastewater treatment plants is inadequate. Significantly more documentation needs to be developed by the consultant than was originally planned for. Developing this documentation involves extensive field investigations, staff meetings and production of engineering drawings and specifications. Thorough documentation is a vital part of providing clear direction to the installation contractor, which will reduce the overall project risk for the City.
- The scope of physical and programming modifications to the plant's control system is more than originally envisioned, requiring the consultant to undergo additional design effort.
- Additional project management and coordination effort is required to accommodate a 10 month increase to the duration of the design phase of the project.

The City's Central Treatment Plant (CTP) and North End Treatment Plant (NETP) share a single computer control system for operation and monitoring of equipment within each facility. This existing control system was installed at the CTP in the mid-1980s and in 1997 the system was expanded to include the NETP. Between 2006 and 2009, a major facility expansion and upgrade was constructed at the CTP which included ensuring that all new equipment was connected to the existing control system as appropriate.

During the past several years, the City has been evaluating options for a complete upgrade to the computer control system that would ensure both treatment facilities have increased reliability and are able to continue operation in a cost effective manner. In addition, the Wastewater Division has budgeted for the anticipated capital improvements associated with this computer control system upgrade.

The existing computer control system must be expanded to include areas of each facility that do not currently have appropriate levels of automation. In addition, much of the existing system has become obsolete and unreliable since its original installation in the mid-1980s.



The City's wastewater National Pollutant Discharge Elimination System (NPDES) Permits, one for the CTP and another for the NETP, require a high level of treatment before discharging into Commencement Bay. The equipment and treatment processes necessary to achieve this high level of treatment are complex. Reliable and well designed computer control systems are an extremely important component to the effective operation of these treatment systems. Well designed computer control systems give City staff additional tools to help ensure that the City can maximize the treatment potential from these systems and do so at the lowest possible cost, while protecting public health. This project will provide these attributes at both treatment facilities.

Prior to undertaking the computer control system upgrade, significant engineering effort is necessary to determine the exact requirements for the control system and to develop procurement documents that can effectively provide the City with the best available technology at the most competitive price.

The Professional Services contract currently provides the following services:

- Complete the documentation of the existing system as necessary for issuing a Request For Proposals (RFP)
- Conduct workshops with City staff to determine requirements for the new system
- Development of drawings, specifications and contract documents to support the RFP
- Assist in vendor selection and contracting


**COMPETITIVE SOLICITATION:** The contract was originally awarded to Carollo Engineers Washington, P.C. as the result of a Request for Qualifications (RFQ) process via Specification No. PW11-0422F in August 2011. Seven firms were invited to submit qualifications and the RFQ was publicly advertized in the Seattle Daily Journal of Commerce and Tacoma Daily Index. The City received three Statements of Qualifications which were opened on August 2, 2011. This was followed by interviews and consultant selection in late September 2011. Carollo Engineers Washington, P.C. was selected based on a ranking process that combined the evaluation scores for each consultant's statement of qualifications and interview.

**SUSTAINABILITY FACTORS:** This project will improve the automated control of the City's wastewater treatment plants, and improve the level of control and monitoring of the treatment processes. As a result, this will improve the reliability of the plants and help ensure that Tacoma's wastewater receives a consistently high level of treatment which will help preserve the water quality of Commencement Bay.

**CONTRACT HISTORY:** The original contract with Carollo Engineers Washington, P.C. in the amount of \$1,061,070.00, sales tax not applicable, was approved by Resolution No. 38425 on February 7, 2012. This is the first amendment to the contract.

**FUNDING:** Funds are budgeted in the ES Wastewater Fund 4300. Funding beyond the current biennium is subject to future availability of funds.

**PROJECT ENGINEER/COORDINATOR:** Geoffrey M. Smyth, P.E., Division Manager, Environmental Services, Science and Engineering Division, 253-502-2111.

  
Michael P. Slevin III, P.E.  
Interim Environmental Services Director

cc: Jim Wilkerson, Senior Buyer  
Charles Wilson, HUB Coordinator  
Peter Guzman, LEAP Coordinator  
Environmental Services, Eric Johnson



**TO:** T.C. Broadnax  
City Manager

**FROM:** Michael P. Slevin III, P.E. *MS*  
Interim Environmental Services Director

**SUBJECT:** Council Action Memo – Purchase Resolution – April 16, 2013  
Wastewater Treatment Plant Control System Upgrade - Amendment to Owner's  
Representative Services Contract No. 4600007933

**DATE:** April 2, 2013

The Environmental Services Department, Science and Engineering Division requests City Council amend an existing contract with Carollo Engineers Washington, P.C., of Seattle, WA, by \$600,412.00, sales tax not applicable. The original contract was in the amount of \$1,061,070.00, sales tax not applicable, this increase will bring the contract to a cumulative amount of \$1,661,482.00, sales tax not applicable.

#### **Background**

Tacoma's Central Treatment Plant (CTP) and North End Treatment Plant (NETP) share a single computer control system for operation and monitoring of equipment within each facility. This existing control system was installed at the CTP in the mid-1980s and in 1997 was expanded to include the NETP. Between 2006 and 2009 a major facility expansion and upgrade was constructed at the CTP which included ensuring that all new equipment was connected to the existing control system as appropriate.

While the existing system provides operational control and monitoring for much of each facility, there are still numerous components within each treatment plant that have very limited automation capabilities.

Over the past several years, the City has been evaluating options for a complete upgrade to the computer control system that would ensure both treatment facilities have increased reliability and are able to continue operation in a cost effective manner.

Prior to undertaking the computer control system upgrade, significant engineering effort is necessary to determine the exact requirements for the control system, develop an appropriate level of existing control system related record drawings, and to begin development of procurement documents to successfully deliver the Wastewater Treatment Plant Control System Upgrade project.

A consulting company with expertise in both wastewater treatment and control system engineering is necessary to serve as an Owner's Representative for the project since this work requires special expertise. A contract was originally awarded to Carollo Engineers Washington, P.C. as the result of a Request for Qualifications (RFQ) Specification No. PW11-0422F in August 2011. This contract was approved by City Council on February 7, 2012 as part of Purchase Resolution No. 38425.

The original Professional Services contract provides the following services:

- Complete documentation of the existing system as necessary for issuing a Request For Proposals (RFP)
- Conduct workshops with City staff to determine requirements for the new system
- Develop drawings, specifications and contract documents to support the RFP
- Assist in vendor selection and contracting

Under the terms of the current contract, the City has the option to expand the scope of professional services (via a second contract amendment and Council approval) to include services during construction and commissioning. These construction related services are not included in the contract amendment because the scope for this second phase of work cannot be accurately defined at this point in time.



### **Reason for Project**

The existing computer control system must be expanded to include areas of each facility that do not currently have appropriate levels of automation. In addition, much of the existing system has become obsolete and unreliable since its original installation in the mid-1980s.

Tacoma's wastewater National Pollutant Discharge Elimination System (NPDES) Permits, one for the CTP and another for the NETP, each require a high level of treatment for Tacoma's wastewater before it can be discharged into Commencement Bay. The equipment and treatment processes necessary to achieve this high level of treatment are complex. Reliable and well designed computer control systems are an extremely important component to the effective operation of these treatment systems. Well designed computer control systems give City staff additional tools to help ensure that the City can maximize the treatment potential from these systems and do so at the lowest possible cost, while protecting public health. This project will provide these attributes at both treatment facilities.

A contract amendment is required to modify the scope of services and increase the budget to complete the necessary Owner's Representative Services for the planning, design, and procurement phases of the project. During the planning phase it was determined that additional scope for Carollo Engineers was going to be necessary to help insure the delivery of a successful project. The scope increase is due to the following reasons:

- Additional meetings, evaluations, and site visits were required to compare implementation alternatives.
- Available documentation of the control systems at the wastewater treatment plants is inadequate. Significantly more documentation needs to be developed by the consultant than was originally planned for. Developing this documentation involves extensive field investigations, staff meetings, and production of engineering drawings and specifications. Thorough system documentation is a vital part of providing clear direction to the installation contractor, which will reduce the overall project risk for the City.
- The scope of physical and programming modifications to the plant's control system is more than originally envisioned, requiring the consultant to undergo additional design effort.
- Additional project management and coordination effort is required to accommodate a ten-month increase to the duration of the design phase of the project.

### **Sustainability**

From a sustainability perspective, this project will improve the automated control of the City's wastewater treatment plants and improve the level of control and monitoring of the treatment processes. As a result, this will improve the reliability of the plant and help ensure that Tacoma's wastewater receives a consistently high level of treatment which will help preserve the water quality of Commencement Bay.

### **Funding**

Funds for this capital project and the associated Professional Services Contract are budgeted in the ES Wastewater Fund 4300.

### **Outreach/Public Involvement**

Since the activities associated with this contract are planning and design in nature, and have no outside impact, there has been no public outreach or involvement. When the future installation project occurs it is anticipated that these activities will be limited to the existing CTP site and will not have any impact to the traveling public, wastewater customers, or adjacent properties.

### **Construction Schedule**

Construction to begin: Early 2014

Scheduled completion: Mid 2016



## RESOLUTION NO. 38657

1 A RESOLUTION relating to transitional housing conditions for criminal offenders;  
2 authorizing the execution of a Memorandum of Understanding with the  
3 Washington State Department of Corrections for creation of a pilot program  
4 relating to its Earned Release Date Housing Voucher Program.

5 WHEREAS the Washington State Department of Corrections ("DOC") has  
6 responsibility for oversight of the Earned Release Date Housing Voucher  
7 Program, which mitigates barriers to efficient offender re-entry into the community,  
8 and

9 WHEREAS both the City and DOC are committed to ensuring safe housing  
10 conditions for the public and minimizing community impacts of transitional  
11 housing, and

12 WHEREAS, on April 6, 2012, the Neighborhoods and Housing Committee  
13 ("Committee") discussed limitations on the City's ability to regulate housing for  
14 offenders, and

15 WHEREAS, at that time, staff recommended the following short-term  
16 actions: identify Earned Release Housing Vouchers in the City, ensure  
17 appropriate licensing for providers, and perform proactive exterior building  
18 inspections on housing providers; and identify mid-term process improvements to  
19 improve access to safe housing, and

20 WHEREAS, in July 2012, the City and DOC convened a working group to  
21 identify joint opportunities to improve housing and reduce neighborhood impacts,  
22 resulting in a draft Memorandum of Understanding ("MOU"), and  
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1 WHEREAS the MOU includes the following strategies: (1) creation of DOC  
2 standards for participation in the Earned Release Housing Vendor Program;  
3 (2) required compliance with the following: City license regulations; City zoning  
4 regulations; state Landlord-Tenant Act; and Fair Housing laws; (3) required  
5 participation in the Crime Free Housing Program; (4) consideration of those with  
6 outstanding repairs under the City's "provisional license" regulations; (5) ongoing  
7 education and outreach with housing providers and housing recipients; and  
8 (6) ongoing coordination with the DOC and City, which includes feedback to the  
9 DOC on license status, Code violations, and other concerns for each property, and  
10 ongoing collaboration on proactive licensing and Code enforcement actions, and  
11

12 WHEREAS the draft MOU was presented at the January 7, 2013,  
13 Committee meeting, and, since that time, the City and DOC have solicited and  
14 incorporated feedback on the MOU from the City's Human Rights staff, Tidal  
15 Wave community group, and Central Neighborhood Council, and  
16

17 WHEREAS, at its meeting of April 1, 2013, the MOU was presented to the  
18 Committee and received a "Do Pass" recommendation; Now, Therefore,  
19

20 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA

21 That the proper officers of the City are hereby authorized to execute a  
22 Memorandum of Understanding with the Washington State Department of  
23 Corrections ("DOC") for creation of a pilot program relating to its Earned Release  
24  
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1 Date Housing Voucher Program, said document to be substantially in the form of  
2 the proposed document on file in the office of the City Clerk.

3  
4 Adopted \_\_\_\_\_

5 \_\_\_\_\_  
6 Mayor

7 Attest:

8 \_\_\_\_\_  
9 City Clerk

10 Approved as to form:

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12 Deputy City Attorney

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