

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Util-Assist Inc. for Integration Implementation Services for the Advanced Metering Infrastructure/Meter Data Management (AMI/MDM) Project.**

Board Meeting Date: June 2, 2015
Project Name/Contract#: Integration Implementation Services RFP 010-2015
Primary Contact: Erin Erben Ext. 7615
Purchasing Contact: Tracy Davis Ext. 7468

Action Requested:	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

Contract Amount:
Original Contract Amount: \$ 700,000 (estimated)
Additional \$ Previously Approved: \$ NA
Invoices over last approval: \$ NA
Percentage over last approval: NA %
Amount this Request: \$ 700,000
Resulting Cumulative Total: \$ 700,000 (estimated)

Funding Source:	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

Contracting Method:
Method of Solicitation: Request for Proposal
If applicable, basis for exemption: NA
Term of Agreement: June 2015 to February 2017
Option to Renew? No

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input type="checkbox"/>	Services
<input checked="" type="checkbox"/>	Personal Services
<input type="checkbox"/>	Construction
<input type="checkbox"/>	IGA
<input type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

Approval for purchases "as needed" for the life of the contract Yes

NARRATIVE:

The Board is being asked to approve a new contract with **Util-Assist Inc. for Integration Implementation Services for the Advanced Metering Infrastructure/Meter Data Management (AMI/MDM) Project.**

Meter Data Management (MDM) software from Harris Utilities is required to facilitate the integration of meter data collected from AMI into EWEB systems to effectively use collected data. The MDM Software will have several integration points (up to fifteen) with many of EWEB's applications. Each integration will have an interface that requires design, development, and implementation according to EWEB's requirements. Once the interfaces are designed and developed, MDM will be capable of feeding information into the applications to create new efficient processes for various EWEB departments.

The integration work will be carried out in two (2) phases. Phase 1 will be to develop requirements and design the interfaces. Phase 2 will be to create the interfaces. Phase 2 scope of work will be negotiated based on the findings in Phase 1. The estimated contract amount is to complete both phases, and includes travel. Payment will be based on hours worked to complete deliverables.

In March 2015, staff issued a Request for Proposals (RFP) seeking an AMI/MDM integration and implementation specialist. Three (3) proposals were received, and after completing the evaluation of the technical proposals, the two highest ranked firms were invited to interview. After interviews were completed, Util-Assist Inc., located in Ontario, Canada, was selected as the highest ranked proposer.

ACTION REQUESTED:

Management requests the Board approve a new contract with **Util-Assist Inc. for Integration Implementation Services for the AMI/MDM Project.** Funds for these services were budgeted for 2015 and will be budgeted annually.

SIGNATURES:

Project Manager: _____

LT Manager: _____

Purchasing Manager: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____