

# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE: MAY 10, 2021**

**SUBJECT: SECOND AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH WESTIN TECHNOLOGY SOLUTIONS, LLC FOR RFP NO. 1697, WORK AND ASSET MANAGEMENT OPTIMIZATION PROJECT PHASE 1, TO EXTEND TERM BY TWO YEARS, ENDING MARCH 28, 2023, WITH NO CHANGE IN COMPENSATION**

**ISSUE:**

Consider approving the Second Amendment to Professional Consultant Services Agreement with Westin Technology Solutions, LLC of Milwaukee, Wisconsin, for RFP No. 1697 for Work and Asset Management Optimization Project Phase 1 to extend the term by two years, ending March 28, 2023, with no change in compensation.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Approve the Second Amendment to Professional Consultant Services Agreement with Westin Technology Solutions, LLC of Milwaukee, Wisconsin, for Work and Asset Management Optimization Project Phase 1 to extend the term by two years, ending March 28, 2023, with no change in compensation; and
2. Authorize the City Manager, or designee, to execute the Second Amendment for Professional Consultant Services Agreement with Westin Technology Solutions, LLC, including making minor and non-substantive changes.

**BACKGROUND:**

On March 12, 2018, the Board of Public Utilities (Board) approved Work Order No. 1820191 for a total capital expenditure of \$1,600,000 and a Professional Consultant Services Agreement with Westin Technology Solutions, LLC (Westin), from RFP No. 1697, in the amount of \$1,266,100 for consultant for the Work and Asset Management Optimization Project Phase 1. Phase 1 of the Project was completed on time, in March 2021.

On January 13, 2020, the Board approved the First Amendment to Professional Consultant Services Agreement with Westin for Work and Asset Management Optimization Project Phase 1 to extend the term for one year ending March 28, 2021 with an increase in compensation in the amount of \$58,500 for a total contract amount of \$1,324,600.

**DISCUSSION:**

The January 13, 2020 approval of the First Amendment to the Professional Services Agreement with Westin was for additional scope of work concerning asset and inventory management for the forthcoming Citywide Streetlight Light-Emitting Diode (LED) Conversion Project, previously approved by the Board on July 25, 2016. The additional scope of work required Westin to configure and map the new LED Streetlight assets in the Utilities Work and Asset Management (UWAM) system as they possess the required experience and knowledge with RPU's assets and asset management software.

The Citywide Streetlight LED Conversion Project was placed on hold in 2020, due to COVID-19 impacts and other technical reasons, therefore Westin could not proceed with this scope of work. Staff is requesting a two-year extension with no increase in compensation for Westin to complete this work once the Citywide Streetlight LED Conversion Project proceeds.

**FISCAL IMPACT:**

There is no fiscal impact associated with the Second Amendment to the Agreement to extend the term by two years, ending March 28, 2023, with no increase in compensation.

Prepared by:	George Hanson, Utilities Assistant General Manager/Energy Delivery
Approved by:	Todd M. Corbin, Utilities General Manager
Approved by:	Al Zelinka, FAICP, City Manager
Approved as to form:	Kristi J. Smith, Interim City Attorney

Certifies availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
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Attachments:	Second Amendment to Professional Consultant Services Agreement
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