



**DATE:** December 1, 2020

**CATEGORY:** Consent

**DEPT.:** Public Works

**TITLE:** **Amend Engineering Services  
Contract with Telstar Instruments,  
Inc.**

### **RECOMMENDATION**

Authorize the City Manager to amend the on-call electrical and mechanical engineering services contract with Telstar Instruments, Inc., for utility and landfill control system services, increasing compensation by \$125,000 for a total contract not-to-exceed amount of \$215,000.

### **BACKGROUND**

The City operates and maintains infrastructure used to deliver potable water, collect and pump wastewater, collect and discharge stormwater, and collect and destroy landfill gas. The facilities used for these functions include a large inventory of electrical and mechanical equipment, including pumps, motors, generators, and electrical control panels. The City contracts with Telstar Instruments, Inc. (Telstar), to perform complex control system programming, troubleshooting, and repairs for the electrical and mechanical equipment for the Landfill Postclosure and Utilities operations. Telstar has been a long-term service provider for the City and has extensive knowledge of the City's equipment.

On May 14, 2020, the City Manager executed a \$90,000 contract with Telstar to provide services for Fiscal Year 2020-21. However, the control system programming and troubleshooting workload has been higher than anticipated due to upgrades and replacements of utilities systems components. This includes working on capital projects, such as programming for upgrades to the City's Sewer Pump Station (Capital Improvement Project 17-48) and supervisory control and data acquisition (SCADA) integration of water quality monitoring equipment at imported water connections. These projects, coupled with other SCADA troubleshooting and repair work, have expended most of the Fiscal Year 2020-21 Telstar contract funding.

## **ANALYSIS**

Staff has evaluated the anticipated workload for the remainder of Fiscal Year 2020-21 and recommends increasing funding for the Telstar services contract. This anticipated workload includes electrical and mechanical engineering services for potable groundwater wells; imported water connections; all water, sewer, and stormwater pump stations; and new equipment needed for the landfill gas system. Telstar will also provide consulting and technical services for electrical systems, instrumentation and controls, and emergency assistance. This work is required to allow system operators to monitor and control systems for proper operation.

## **FISCAL IMPACT**

Funding for the proposed increase of \$125,000 to the Telstar contract is available in existing operating budgets that are funded from the Solid Waste Fund (\$30,000), Water Fund (\$35,000), and Wastewater Fund (\$60,000). With the amendment, the total contract not-to-exceed amount will be \$215,000.

## **ALTERNATIVES**

1. Reduce the amount of the contract amendment.
2. Provide other direction to staff.

**PUBLIC NOTICING** – Agenda posting.

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