



Legislation Details (With Text)

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Title: Proposed Change Order No. 3
Contract No. GLWA-CON-179
Professional and Technical Services for Sewer Meter Support
O&M

Sponsors: Jody Caldwell

Indexes: Planning Services

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
10/26/2022	1	Board of Directors	Approved	Pass
10/12/2022	1	Operations and Resources Committee	Recommended for Approval	Pass

Proposed Change Order No. 3
Contract No. GLWA-CON-179
Professional and Technical Services for Sewer Meter Support
O&M

Agenda of: October 26, 2022
Item No.: **2022-461**

Amount:	Original Contract	\$6,465,840.20
	Change Order No. 1	0.00
	Change Order No. 2	0.00
	Proposed Change Order No. 3	0.00
	Total Revised Contract	\$6,465,840.20

TO: The Honorable
Board of Directors
Great Lakes Water Authority

FROM: Suzanne R. Coffey, P.E.
Chief Executive Officer
Great Lakes Water Authority

DATE: October 7, 2022

RE: **Proposed Change Order No. 3**

**Contract No. GLWA-CON-179
Professional and Technical Services for Sewer Meter Support
Vendor: Process Control & Instrumentation, LLC (PCI, LLC)**

MOTION

Upon recommendation of Jody Caldwell, Interim Chief Planning Officer, the Board of Directors (Board) of the Great Lakes Water Authority (GLWA), authorizes the Chief Executive Officer (CEO) to **enter into Contract No. GLWA-CON-179, Proposed Change Order No. 3, “Professional and Technical Services for Sewer Meter Support” with Process Control & Instrumentation, LLC (PCI, LLC), with no increase in cost, for a total cost not to exceed \$6,465,840.20 and an increased duration of twelve (12) months for a total contract duration of six (6) years;** and authorizes the CEO to take such other action as may be necessary to accomplish the intent of this vote.

BACKGROUND

The Systems Analytics & Meter Operations (SAMO) Group is responsible for GLWA's sewer meter network which includes 29-member partner metering locations and 18 system metering locations. These locations account for a total of 67 sewer meters. Historically, contracts such as this have provided specialized assistance to the organization in performance of sewer meter inspections, calibrations, maintenance, regular monitoring of meter performance, new instrument selection, siting, calibration and operation and other sewer-meter related tasks. These tasks are necessary to ensure high quality performance of the sewer meter network. In addition, participation in the Wastewater Analytics Task Force meetings is necessary to address questions and gather input from member partners related to the data being generated from these sewer meters.

It is important to GLWA to have a robust and high-quality sewer metering program because data from the meter network is utilized to diagnose the operation of the system on an ongoing basis both internally and externally. Additionally, the data is utilized in a variety of important initiatives such as updates of the sewer shares calculations, wastewater master plan update, modeling for assistance in determining the most prudent wet weather operations, as well as discussions with the Environment, Great Lakes, and Energy (EGLE) related to wet weather operations. Metering in the wastewater collection system is challenging due to the size, configuration, complexity, and environment within the sewers. The specialized services that will be provided in this contract are necessary to augment GLWA staff expertise to ensure that the metering is as accurate as possible. Additionally, this contract gives GLWA the flexibility to bring on additional specialized resources when emergencies and/or the need for the installation of new meters arise.

The original contract duration was three (3) years with two (2) optional one-year extensions. These options were executed as Change Order No. 1 and Change Order No. 2.

JUSTIFICATION

In February 2022, GLWA conducted a Supervisory Control and Data Acquisition (SCADA) cabinets condition assessment for the sewer meter sites. There are 23 SCADA cabinets in need of rehabilitation, including three (3) that need replacement. At that time, the three (3) new cabinets were ordered, however, the rehabilitation work is currently delayed because of the supply chain issues with the manufacturing of these cabinets. The current estimated ship date from the manufacturer is in November. Understanding the delays in the manufacturing and supply chain of these cabinets the extension of time to the contract is necessary to ensure these are received, invoiced, and paid under this contract.

The contractor has supplied two (2) two (2)-man crews to the SAMO Group for support of maintenance and operations of these sewer meters. GLWA began the recruitment process to direct hire the Instrument Technicians in January 2022. At this time, qualified instrument technicians have yet to be identified, however, GLWA is continuing this recruitment effort. The support of these specialized services during this time extension is necessary to ensure continuity of operations while the recruitment process is being completed.

Currently, it is estimated that the total contract spend will be below the total contract amount, therefore, a time-only extension for the next twelve (12) months is being recommended. The contractor confirms through this change order that all existing pricing stated in the contract shall remain firm for the time extension. In addition, there are no changes to the scope of work. Finally, the request for bid for a replacement contract has been developed and is currently in procurement review. It is anticipated that the replacement contract will be executed prior to the completion of this twelve (12) month time extension.

PROJECT MANAGEMENT STATUS

Original Contract Time	3 years (08/14/2017 - 08/14/2020)
Change Order No. 1	1 year (08/15/2020 - 08/14/2021)
Change Order No. 2	1 year (08/15/2021 - 08/14/2022)
Proposed Change Order No. 3	1 year (08/15/2022 - 08/14/2023)
New Contract Time	6 years (08/14/2017 - 08/14/2023)

PROJECT ESTIMATE

Original Contract Price	\$6,465,840.20
Change Order No. 1	0.00
Change Order No. 2	0.00
Proposed Change Order No. 3	0.00
New Contract Total	\$6,465,840.20

FINANCIAL PLAN IMPACT

Summary: Sufficient funds are provided in the financial plan for this project.

Funding Source: Operations & Maintenance (O&M) Sewer (5960)
Improvement & Extension (I&E) Sewer (5404)

Cost Center: Systems Analytics (Centralized Services Cost Center 886401)

Expense Type: Contractual Operating Services - All Sewer (617902)
Contractual Transition Services - All Sewer (616102)
Capital Outlay over \$5k (I&E Capitalized) (901100)

This proposed change order is for an extension of time only. Although the change order extends the final completion date into FY 2024, there is no substantial financial impact.

COMMITTEE REVIEW

This item was presented to the Operations and Resources Committee at its meeting on October 12, 2022. The Operations and Resources Committee unanimously recommended that the GLWA Board adopt the resolution as presented.

SHARED SERVICES IMPACT

This item does not impact the shared services agreement between GLWA and DWSD.