



DATA SHEET
Agenda Item No. 13.A.&B.

Meeting Date: February 1, 2018

Agenda Item:

Authorize Executive Director to enter into purchase agreements with SEL Engineering Services, Inc. under a previously authorized price agreement to provide replacement of Electrical Protection Relays:

- A. At the Taylor Water Treatment Plant for a total cost of \$67,578.00.
- B. At the Lakeview Water Reclamation Plant for a total cost of \$60,782.00, and approve a budget amendment.

| | | | |
|---|--|---|--|
| Placement: | <input checked="" type="checkbox"/> Consent | <input type="checkbox"/> Individual Consideration | <input type="checkbox"/> Executive Session |
| Vote: | <input checked="" type="checkbox"/> Non-Weighted | <input type="checkbox"/> Weighted Capital | |
| Recommending Department: Operations and Purchasing | | | |

Background:

Many of the District's older facilities have electrical feed protective relays that are no longer produced by the manufacturer and are approaching the end of their service life. An evaluation at the Taylor Plant's main electrical motor control center identified six protective relays that need to be replaced. The evaluation at the Lakeview Plant revealed three relays in the motor control centers and two relays in the main electric feed to the plant that enable the emergency generator to operate automatically during loss of utility power that need to be replaced. At the October 2017 meeting, the Board authorized a pricing agreement with SEL Engineering Services, Inc. (SEL) to provide relay installation and programming services.

Under the proposed purchasing agreements, SEL will remove and replace the existing relays, provide logic configuration services for the new units, and update drawings to indicate the new terminal connections. The cost for the protective relays and related services are:

- A. \$67,578.00 for the Taylor Water Treatment Plant.
- B. \$60,782.00 for the Lakeview Water Reclamation Plant.

Financial:

- A. Funding is available in the FY 2018 Operating Budget.
- B. Partial funding in the amount of \$22,000 is available in the FY 2017 Operating Budget to be a carryforward to the FY 2018 Operating Budget. The remainder of the funding is available from the Lakeview Regional Water Reclamation System O&M Reserves. The enclosed proposed budget amendment for Board approval provides supplemental funding in the amount of \$38,782.00 to the FY 2018 Operating Budget to fully fund this equipment and service.

Recommendation:

- A. Recommend the Board authorize the Executive Director to execute a purchase order with SEL Engineering Services, Inc. to provide protection relay installation and programming services at the Taylor Water Treatment Plant.
- B. Recommend the Board authorize the Executive Director to execute a purchase order with SEL Engineering Services, Inc. to provide protection relay installation and programming services at the Lakeview Water Reclamation Plant, and approve a budget amendment.

Enclosures: Budget Amendment

Submitted By: 
Jody Zabolio, Director of Operations

Date: January 26, 2018



Budget Amendment

Fund: 11-Lakeview Regional Water Reclamation System **Date:** February 1, 2018

Transfer From:

| Account Number | Account Name | Amount |
|-----------------------|---|-----------------|
| <u>11-102000</u> | <u>Working Capital (FY 2017 Carryforward)</u> | <u>\$22,000</u> |
| <u>11-102002</u> | <u>O&M Reserve Fund</u> | <u>\$38,800</u> |

Transfer To:

| Account Number | Account Name | Amount |
|-----------------------|-------------------------------|-----------------|
| <u>11-507-3636</u> | <u>Other Outside Services</u> | <u>\$60,800</u> |
| <u> </u> | <u> </u> | <u> </u> |
| <u> </u> | <u> </u> | <u> </u> |
| <u> </u> | <u> </u> | <u> </u> |
| <u> </u> | <u> </u> | <u> </u> |
| <u> </u> | <u> </u> | <u> </u> |
| <u> </u> | <u> </u> | <u> </u> |

Explanation:

To increase budget for the cost to replace Electrical Protection Relays at the Lakeview Plant of
\$60,800 (rounded). \$22,000 from the carryforward of an unspent FY 2017 Adopted Budget item
for this service (working capital) and a \$38,800 transfer from the O&M Reserve Fund.

Approved By: Board of Directors

Date: February 1, 2018