

A RESOLUTION BY CITY UTILITIES COMMITTEE AUTHORIZING THE MAYOR TO ISSUE A TASK ORDER TO ATLANTA SERVICES GROUP, A JOINT VENTURE FOR FC-4906B, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) ASSESSMENT AND ASSET MANAGEMENT IMPLEMENTATION PLANNING SUPPORT IN AN AMOUNT NOT TO EXCEED ONE MILLION, THREE HUNDRED THIRTY-NINE THOUSAND, TWO HUNDRED NINE DOLLARS AND ZERO CENTS (\$1,339,209.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5052 (WATER & WASTEWATER R&E FUND) 170514 (DWM ASSET CONTROL) 5212001 (CONSULTING PROFESSIONAL SERVICES) 1511000 (GENERAL SUPERVISION) AND PROJECT AWARD TASK EXPENDITURE AND ORGANIZATION NUMBER (“PATEO”) 17111733 (CMMS ASSESSMENT & ASSET MANAGEMENT) 101 (CMMS) 505221391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING PROFESSIONAL SERVICES) COA; AND FOR OTHER PURPOSES.

Workflow List:

Jo Ann Macrina	Completed	06/02/2014 10:03 AM
Finance	Completed	06/02/2014 12:23 PM
Procurement	Completed	06/02/2014 1:00 PM
Adam Smith	Completed	06/03/2014 3:13 PM
Patrick McShane	Completed	06/03/2014 3:48 PM
Mayor's Office	Completed	06/04/2014 11:40 AM
Office of Research and Policy Analysis	Completed	06/04/2014 12:04 PM
City Utilities Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

LEGISLATION HISTORY – BLUE BACK

A RESOLUTION BY CITY UTILITIES COMMITTEE AUTHORIZING THE MAYOR TO ISSUE A TASK ORDER TO ATLANTA SERVICES GROUP, A JOINT VENTURE FOR FC-4906B, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) ASSESSMENT AND ASSET MANAGEMENT IMPLEMENTATION PLANNING SUPPORT IN AN AMOUNT NOT TO EXCEED ONE MILLION, THREE HUNDRED THIRTY-NINE THOUSAND, TWO HUNDRED NINE DOLLARS AND ZERO CENTS (\$1,339,209.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5052 (WATER & WASTEWATER R&E FUND) 170514 (DWM ASSET CONTROL) 5212001 (CONSULTING PROFESSIONAL SERVICES) 1511000 (GENERAL SUPERVISION) AND PROJECT AWARD TASK EXPENDITURE AND ORGANIZATION NUMBER (“PATEO”) 17111733 (CMMS ASSESSMENT & ASSET MANAGEMENT) 101 (CMMS) 505221391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING PROFESSIONAL SERVICES) COA; AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta (“City”) authorized FC-4906B, Architectural, Engineering and Design Services (“Agreement”) with Atlanta Services Group, a Joint Venture, on behalf of the Departments of Planning and Community Development, Public Works, Watershed Management, Parks, Recreation and Cultural Affairs, and the Office of Enterprise Asset Management, pursuant to Resolution No. 09-R-1632; and

WHEREAS, the term of the Agreement is for two (2) years with three (3) one (1) year renewal options to be exercised at the City’s sole discretion effective December 21, 2009 through December 20, 2011; and

WHEREAS, the City authorized Renewal No. 1 of the Agreement with a term of December 21, 2011 through December 20, 2012, pursuant to Resolution No. 11-R-1725; and

WHEREAS, the City authorized Renewal No. 2 of the Agreement with a term of December 21, 2012 through December 20, 2013, pursuant to Resolution No. 12-R-1650; and

WHEREAS, the City authorized Renewal No. 3 of the Agreement with a term of December 21, 2013 through December 20, 2014, pursuant to Resolution No. 13-R-3771; and

WHEREAS, the Department of Watershed Management requires architectural, design, engineering services for CMMS Assessment and Asset Management Implementation Planning Support to provide training for plant operations and maintenance staff to optimize the use of Maximo and assess the condition of plant equipment assessment; and

WHEREAS, the Commissioner of the Department of Watershed Management recommends issuing a Task Order for architectural, engineering and design services to Atlanta Services Group, a Joint Venture in an amount not to exceed One Million, Three Hundred Thirty-Nine Thousand, Two Hundred Nine Dollars and Zero Cents (\$1,339,209.00) for CMMS Assessment and Asset Management Implementation Planning Support.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor, or his authorized designee, is authorized to issue a Task Order to Atlanta Services Group, a Joint Venture for FC-4906B, Architectural, Engineering and Design Services in an amount not to exceed One Million, Three Hundred Thirty-Nine Thousand, Two Hundred Nine Dollars and Zero Cents (\$1,339,209.00) for CMMS Assessment and Asset Management Implementation Planning Support; and

AND FINALLY BE IT RESOLVED, that all contract work will be charge to and paid from Fund Department Organization and Account Number 5052 (Water & Wastewater R&E Fund) 170514 (DWM Asset Control) 5212001 (Consulting Professional Services) 1511000 (General Supervision) and Project Award Task Expenditure and Organization Number (“PATEO”) 17111733 (CMMS Assessment & Asset Management) 101 (CMMS) 505221391 (Water & Wastewater R&E Fund), 5212001 (Consulting Professional Services) COA.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Maisha L. Wood

Contact Number: 404-546-3625

Originating Department: Watershed Management

Committee(s) of Purview: City Utilities Committee

Chief of Staff Deadline: May 23, 2014

Anticipated Committee Meeting Date(s): June 10, 2014

Anticipated Full Council Date: June 16, 2014

Legislative Counsel's Signature: [Signature]

Commissioner's Signature: [Signature]

Chief Financial Officer: [Signature]

Chief Information Officer Signature (for IT Procurements): N/A

Chief Procurement Officer Signature: Adam J. Smith 1/23/14

job for cw

pending approval of council papers

CAPTION

A RESOLUTION AUTHORIZING THE DEPARTMENT OF WATERSHED MANAGEMENT TO ISSUE A TASK ORDER FOR FC-4906B, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES WITH ATLANTA SERVICES GROUP, A JOINT VENTURE ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR THE PURPOSE OF PROVIDING COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) ASSESSMENT AND ASSET MANAGEMENT IMPLEMENTATION PLANNING SUPPORT IN AN AMOUNT NOT TO EXCEED ONE MILLION, THREE HUNDRED THIRTY-NINE THOUSAND, TWO HUNDRED NINE DOLLARS AND NO CENTS (\$1,339,209.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5052 (WATER & WASTEWATER R&E FUND) 170514 (DWM ASSET CONTROL) 5212001 (CONSULTING PROFESSIONAL SERVICES) 1511000 (GENERAL SUPERVISION) AND PROJECT AWARD TASK EXPENDITURE AND ORGANIZATION NUMBER ("PATEO") 17111733 (CMMS ASSESSMENT & ASSET MANAGEMENT) 101 (CMMS) 505221391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING PROFESSIONAL SERVICES) COA; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any) (\$1,339,209.00)
Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____

Received by Mayor's Office: Janice Osei 5/23/14 (date) Reviewed by: [Signature] (date)

Submitted to Council: _____ (date)

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: City Utilities Committee

Caption: A RESOLUTION AUTHORIZING THE DEPARTMENT OF WATERSHED MANAGEMENT TO ISSUE A TASK ORDER FOR FC-4906B, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES WITH ATLANTA SERVICES GROUP, A JOINT VENTURE ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR THE PURPOSE OF PROVIDING COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) ASSESSMENT AND ASSET MANAGEMENT IMPLEMENTATION PLANNING SUPPORT IN AN AMOUNT NOT TO EXCEED ONE MILLION, THREE HUNDRED THIRTY-NINE THOUSAND, TWO HUNDRED NINE DOLLARS AND NO CENTS (\$1,339,209.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5052 (WATER & WASTEWATER R&E FUND) 170514 (DWM ASSET CONTROL) 5212001 (CONSULTING PROFESSIONAL SERVICES) 1511000 (GENERAL SUPERVISION) AND PROJECT AWARD TASK EXPENDITURE AND ORGANIZATION NUMBER ("PATEO") 17111733 (CMMS ASSESSMENT & ASSET MANAGEMENT) 101 (CMMS) 505221391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING PROFESSIONAL SERVICES) COA; AND FOR OTHER PURPOSES.

Council Meeting Date: June 16, 2014

Requesting Dept.: Watershed Management

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to request authorization to issue a Task Order to Atlanta Services Group, a Joint Venture for FC-4906-B, Citywide Architectural and Engineering Design Services, on behalf of the Department of Watershed Management, for the purpose of providing Computerized Maintenance Management System (CMMS) Assessment and Asset Management Implementation Planning Support in an amount not to exceed \$1,339,209.

2. Please provide background information regarding this legislation.

This task order involves assessment of the Department's Computerized Maintenance Management System (CMMS) – MAXIMO and will identify opportunities for optimizing the management, operations, maintenance, and warehousing of the assets associated with all DWM owned water / wastewater treatment plants, combined sewer overflows facilities, and pump stations. The project will identify Key Performance Indicators (KPI) for measuring, tracking, and reporting the performance; and identifying opportunities for improving CIP implementation process.

The development of the Asset Management Program Implementation Plan will involve establishing the goals and objectives of the asset management program; confirming asset management program stakeholders; establishing the hierarchy of the water and wastewater assets to be included in the asset management program

235009-6

and refining the asset registry (plant & warehouse); identifying the asset management program implementation team members and team structure (City departments, City personnel, level of outside contractors support needed, etc.); identifying a comprehensive list of tasks to be performed during the asset management program implementation process; reviewing the asset management program data needs; estimating the level of effort and other resources (personnel, software, hardware, etc.) that will be needed to implement and maintain the asset management program; estimating the asset management program implementation costs; establishing a schedule for implementing the asset management program including intermediate milestones; establishing the process the DWM will follow to implement the asset management program; and preparing the Final Asset Management Program Implementation Plan.

The scope of the project is divided into two phases; Phase I will involve an assessment of utilization and the effectiveness of MAXIMO (with an emphasis on migration of assets associated with various wastewater plants, CSO's, pump stations, and spare parts); and Phase II will include development of an Asset Management Program Implementation plan.

3. If Applicable/Known:

- (a) **Contract Type:** Professional Services
- (b) **Source Selection:** Sealed RFP
- (c) **Bids/Proposals Due:** N/A
- (d) **Invitations Issued:** N/A
- (e) **Number of Bids:** N/A
- (f) **Proposals Received:** N/A
- (g) **Bidders/Proponents:** N/A
- (h) **Term of Contract:**

4. **Fund Account Center (Ex. Name and number):**

FDOA: 5052 (Water & Wastewater R&E Fund) 170514 (DWM Asset Control) 5212001 (Consulting Professional Services) 1511000 (General Supervision) 111733 (CMMS Assessment & Asset Mang), 21391 (Water & Wastewater R&E Fund)

PTAEO: 17111733 (CMMS Assessment & Asset Mang), 101 (CMMS), 505221391 (Water & Wastewater R&E Fund), 5212001 (Consulting Professional Services), COA

5. **Source of Funds:**

6. **Fiscal Impact:** Legislation will result in a reduction of \$1,339,209.00 from:

FDOA: 5052 (Water & Wastewater R&E Fund), 170514 (DWM Asset Control), 5212001 (Consulting Professional Services), 1511000 (General Supervision), 111733 (CMMS Assessment & Asset Mang), 21391 (Water & Wastewater R&E Fund)

PTAEO: 17111733 (CMMS Assessment & Asset Mang), 101 (CMMS), 505221391 (Water & Wastewater R&E Fund), 5212001 (Consulting Professional Services), COA

7. Method of Cost Recovery: N/A

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.**
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.**

This Legislative Request Form Was Prepared By: Cynthia Lunn, Watershed Procurement Manager, ext. (404) 546-3626.



CITY OF ATLANTA
DEPT. OF PROCUREMENT

2014 MAY -6 AM 11:52

Kasim Reed
MAYOR

CITY OF ATLANTA
DEPARTMENT OF WATERSHED MANAGEMENT
72 Marietta Street, N.W.
ATLANTA, GEORGIA 30303

Jo Ann J. Macrina, PE
COMMISSIONER

MEMORANDUM

To: Adam L. Smith, Chief Procurement Officer
Department of Procurement

From: Jo Ann J. Macrina, PE, Commissioner
Department of Watershed Management

Cc: Frank Stephens, Deputy Commissioner
Kimberly Parmer, Director
Raymond J. Wilke, Watershed Director
Barry Booth, Project Manager
Keith Brooks, Deputy Chief Procurement Officer
Cristi Walker, Contracting Officer
Maisha Land-Wood, Legislative Manager
Cynthia L. Lunn, Watershed Procurement Manager

Date: May 5, 2014

Re: FC-4906B, Citywide Architectural Engineering and Design Services Task Order No. 27 for Computerized Maintenance Management System (CMMS) Assessment and Asset Management Implementation Planning Support **(REVISED)**

Please prepare the appropriate Legislative Summary for Cycle 10 (June 2, 2014) to approve the above referenced services, for an amount not to exceed \$1,339,209.00.

This task order involves assessment of the Department's Computerized Maintenance Management System – MAXIMO and will identify opportunities for optimizing the management, operations, maintenance, and warehousing of the assets associated with all DWM owned water / wastewater treatment plants, combined sewer overflows facilities, and pump stations.

These services shall be charged to and paid from: *(Funding Ordinance routing for 1st Read in Cycle 8)*

FDOA: 5052 (Water & Wastewater R&E Fund), 170514 (DWM Asset Control), 5212001 (Consulting Professional Services), 1511000 (General Supervision), 111733 (CMMS Assessment & Asset Mang), 21391 (Water & Wastewater R&E Fund)

PTAEO: 17111733 (CMMS Assessment & Asset Mang), 101 (CMMS), 505221391 (Water & Wastewater R&E Fund), 5212001 (Consulting Professional Services), COA

If you have any additional questions, please contact Cynthia Lunn, Watershed Procurement Manager, at (404) 546-3626.



Task Order Template

Agreement Number: FC-4906B, Architectural, Engineering and Design Services

Task Order Number: # 27 - CMMS Assessment and Asset Management Implementation Planning Support Task Order

Task Order Maximum Payment Amount: \$1,339,209.00

The above referenced Task Order is made and entered into by and between the City of Atlanta, through its Contractual Agreement, hereinafter referred to as the CITY;

AND

ATLANTA SERVICES GROUP, A JV

hereinafter referred to as the CONSULTANT.

This Task Order is made a part of the Professional Services Agreement referenced above between the City and the Consultant, together with all attached exhibits made a part of this Task Order.

The period of performance/delivery for this Task Order commences on the date of issuance of the notice to proceed (NTP), and ends on January 31, 2015, unless a written modification to this Task Order is made by the City.

Task Order Services to be Provided: Professional services needed to assist the City of Atlanta Department of Watershed Management (DWM) in identifying opportunities for realizing greater benefits from its computerized maintenance management system (CMMS) and in developing an Asset Management Program Implementation Plan for its water, wastewater, and storm water systems. Consultant shall perform all work related to this task order in accordance with the scope of services, specifications, and Consultant's proposal titled: "**CMMS Assessment and Asset Management Implementation Planning Support Task Order**" attached and incorporated as Exhibit "A".

Task Order Milestones: Project Substantial Completion Estimated to be December 31, 2014. Project Completion and Closeout is estimated to be January 31, 2015.

Additional Task Order Provisions:

Key Task Order Personnel: Services Coordinator – Anthony Taylor, Project Manager – Laurie Ashmore, Other Key Personnel – Jeff Dingle, Samuel Roberts, and Damon Levelle.

Asset Management Implementation Planning Support

Task Order Number: _____

Task Order Consultant: ASG Joint Venture

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Task Order Template – Labor Only**Staffing Proposal: See table below****City Project Contact Information:**

Raymond Wilke
Watershed Director
Department of Watershed Management
72 Marietta Street, NW, 5th Floor
Atlanta, GA 30303
Phone: (404) 546-3284
Fax : (404) 546-9472
E-Mail: rwilke@atlantaga.gov

Consultant Project Contact Information:

Anthony Taylor, Ph.D.
1705 Enterprise Way, Suite 200
Marietta, GA 30067
Phone: (770) 988-0400
Fax : (770) 988-0300
E-Mail : anthony.taylor@edtinc.net

Estimated Labor Hours and Associated Fee for Task by Labor Category: See table below

Task Order Terms for Expenses: Reimbursable at cost.

Estimated MBE/WBE Summary:

MBE/WBE Firms Utilized in Task Order: S.L. King & Associates, Inc.; Engineering Design Technologies, Inc.; and JAT Consulting, Inc.

Estimated MBE Percentage: 56.44% Amount: \$775,861.00

Estimated WBE Percentage: 1.19% Amount: \$16,000.00

Total Estimated MBE/WBE Percentage: 57.64% Amount: \$771,861.00

Task Order Billing and Payment Terms: Attached and incorporated as Exhibit "B"

City Invoicing Contact Information:

Raymond Wilke
Watershed Director
Department of Watershed Management
72 Marietta Street, NW, 5th Floor
Atlanta, GA 30303
Phone: (404) 546-3284
Fax : 546-9472
E-Mail: rwilke@atlantaga.gov

Consultant Invoicing Contact Information:

Anthony Taylor, Ph.D.
1705 Enterprise Way, Suite 200
Marietta, GA 30067
Phone: (770) 988-0400
Fax: (770) 988-0300
E-Mail: Anthony.taylor@edtinc.net

Asset Management Implementation Planning Support

Task Order Number: _____

Task Order Consultant: ASG Joint Venture

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Task Order Template – Labor Only

Attachments: Scope of Work

Authorized Representatives and Signatures:

City of Atlanta Representative: Frank Stephens, P.E. Signature: _____

Consultant Representative: Anthony Taylor, Ph.D.. Signature: 

Estimated Labor Hours and Associated Fee for Task by Labor Category:

Labor Category	Home Office Rates	Estimated Home Office Hours per Category	Field Office Rate	Estimated Field Office Hours per Category	Total Estimated Fee per Category
Project Manager 4	\$199.00		\$168.00		
Project Manager 3	\$180.00	380	\$157.00		\$68,400.00
Project Manager 2	\$156.00		\$133.00		
Engineer 10	\$230.00	448	\$192.00		\$103,040.00
Engineer 9	\$192.00		\$167.00		
Engineer 8	\$185.00		\$158.00		
Engineer 7	\$163.00	3,207	\$140.00		\$522,741.00
Engineer 6	\$140.00	2,199	\$120.00		\$307,860.00
Engineer 5	\$120.00	597	\$100.00		\$71,640.00
Engineer 4	\$105.00		\$90.00		
Engineer 3	\$90.00		\$75.00		
Designer 5	\$122.00	256	\$106.00		\$31,232.00
Designer 4	\$102.00		\$88.00		
Designer 3	\$92.00	20	\$77.00		\$1,840.00
Scientist 8	\$192.00		\$169.00		
Scientist 7	\$163.00		\$140.00		
Scientist 6	\$139.00	148	\$124.00		\$20,572.00
Scientist 5	\$118.00		\$104.00	616	\$64,064.00
Landscape Architect, Principal	\$160.00		\$140.00		
Landscape Architect	\$130.00		\$113.00		
Landscape Designer	\$98.00		\$86.00		
Architect, Principal	\$162.00		\$140.00		
Architect	\$140.00		\$125.00		
Interior Designer	\$133.00		\$118.00		

Asset Management Implementation Planning Support

Task Order Number: _____

Task Order Consultant: ASG Joint Venture

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Task Order Template – Labor Only

Surveyor Crew (2 person)	\$125.00		\$102.00		
Surveyor, Land	\$141.00		\$125.00		
Surveyor 5	\$122.00		\$110.00		
Surveyor 4	\$108.00		\$98.00		
Surveyor 3	\$90.00		\$83.00		
CAD Manager	\$124.00		\$106.00		
CAD Technician 4	\$93.00		\$80.00		
CAD Technician 3	\$80.00		\$68.00		
Construction Manager	\$160.00		\$135.00		
Resident Engineer	\$138.00		\$115.00		
Senior Field Engineer	\$126.00		\$104.00		
Field Engineer	\$102.00		\$86.00		
Construction Inspector	\$90.00		\$74.00	12	\$888.00
Computer Aided Facility Management Systems Consultant Senior	\$148.00	704	\$129.00		\$104,192.00
Land Acquisition Manager	\$126.00		\$102.00		
Appraiser 5	\$154.00		\$144.00		
Appraiser 4	\$139.00		\$127.00		
Appraiser 3	\$115.00		\$107.00		
Appraiser 2	\$115.00		\$107.00		
Graphics Designer	\$100.00		\$88.00		
Office Manager	\$90.00		\$76.00		
Administrative Assistant, Senior	\$80.00	200	\$68.00		\$16,000.00
Administrative Assistant	\$60.00	279	\$50.00		\$16,740.00
Total Labor					\$1,329,209.00
Other Direct Costs					\$10,000.00
Grand Total					\$1,339,209.00

CMMS ASSESSMENT AND ASSET MANAGEMENT IMPLEMENTATION PLANNING SUPPORT TASK ORDER

BACKGROUND

The City of Atlanta Department of Watershed Management (DWM) is in the process of assessing the level of utilization and the effectiveness of the Maximo Asset Management software, the Computerized Maintenance Management System (CMMS) at all DWM owned water / wastewater treatment plants, combined sewer overflows facilities, pump stations, and spare parts (vertical assets). In addition, the DWM is in the process of developing an Asset Management Program for its water and wastewater systems. The purpose of this task order is to assist the DWM in identifying opportunities for realizing greater benefits from the CMMS and in developing an Asset Management Program Implementation Plan for its water and wastewater systems.

The assessment of the CMMS will be tailored towards identifying opportunities for optimizing the management, operations, maintenance, and warehousing of the assets associated with all DWM owned water / wastewater treatment plants, combined sewer overflows facilities, and pump stations; identifying key performance indicators (KPIs) for measuring, tracking, and reporting the performance; and identifying opportunities for improving the capital improvement planning and implementation processes. It is worth of note that the assessment of the CMMS is part of the ongoing implementation of an asset management program and any improvement to the CMMS will be consistent with the overall goal of the asset management program.

The development of the Asset Management Program Implementation Plan will involve establishing the goals and objectives of the asset management program; confirming asset management program stakeholders; establishing the hierarchy of the water and wastewater assets to be included in the asset management program and refining the asset registry (plant & warehouse); identifying the asset management program implementation team members and team structure (City departments, City personnel, level of outside contractors support needed, etc.); identifying a comprehensive list of tasks to be performed during the asset management program implementation process; reviewing the asset management program data needs; estimating the level of effort and other resources (personnel, software, hardware, etc.) that will be needed to implement and maintain the asset management program; estimating the asset management program implementation costs; establishing a schedule for implementing the asset management program including intermediate milestones; establishing the process the DWM will follow to implement the asset management program; and preparing the Final Asset Management Program Implementation Plan.

The scope of work for this task order is divided into two tracks that will proceed simultaneously: Track 1 will involve an assessment of the level of utilization and effectiveness of Maximo (with an emphasis on migration of assets associated with various wastewater plants, CSOs, pump stations, and spare parts from Maximo Versions 6.2.1 and 6.2.3 to 7.1); and Track 2 will involve the development of an Asset Management Program Implementation Plan.

This task will involve conducting interviews with selected DWM personnel to identify both perceived and real issues that are currently impeding the utilization of the CMMS software to effectively and efficiently manage maintenance work. While Maximo is the software in use at the facilities identified above, multiple versions exist across DWM. Some locations are more successful than others in using Maximo to organize and execute work. ASG will document the versions and the practices that have been successful as well as those that have proven to be impediments. With our vast experience with CMMS software and our background in water and wastewater facility management, operations, and maintenance practices, we will ascertain the issues, document existing workflows at each facility, and start developing actions to improve the workflow. A mitigation plan technical memorandum (TM) will be developed at the end of this task including the following:

- Summaries of the interviews with DWM personnel.
- Versions and practices identified as successful.
- Versions and practices identified as impediments.
- Recommendations for improvements.

TASK 2 - REVIEW OF RELEVANT DATABASE

Preliminary conversations with DWM personnel have revealed that the utilization of the Maximo Asset Management System has degraded to the point that it is very difficult to generate, prioritize, execute, complete, and record required inventory of spare parts and preventive maintenance (PM) activities. This is partly attributable to the system setup generating large volumes of housekeeping tasks. ASG will review the existing inventorying process, preventive maintenance, and housekeeping tasks to determine if these tasks are still appropriate and effective and then consolidate or remove the extraneous tasks that are burdening the system. Recommendations will be made regarding tasks that may be re-categorized to temporarily idle their generation until workflows/work practices are refined. Existing work orders that have been generated in the system and appear in the current backlog may need to be closed, idled, or cancelled to clear them from the queue.

To determine if the asset registry is appropriately developed and complete, ASG will review asset information for each facility. ASG will also identify duplicate assets, missing asset information, and assets that need to be retired from the system. Completion of this effort will result in improved data accuracy and integrity.

Actions to be taken under this task will include the following: Generate PM forecast for all DWM owned water / wastewater treatment plants, combined sewer overflows facilities, and pump stations; export and review PM tasks; perform review of inventorying and work processes; generate backlog reports; review backlog reports; make recommendations for completion, closing, or idling of tasks; and prepare a Database Review TM.

TASK 3 - REVIEW OF THE NAMING CONVENTIONS/HIERARCHY

recommends initially embedding an experienced asset management practitioner into DWM staff and then evaluating his/her effectiveness prior to a decision on further augmentation.

TASK 8 - ESTABLISHING A STAFF COMMUNICATION PROGRAM

The DWM wishes to establish a comprehensive communication program to keep staff informed of pertinent departmental messages and elicit "buy-in" on the improvements they see moving forward. This program will assist managers with effectively communicating with staff key messages including a new approach that aims to support employees by consistently providing relevant information critical to job functions, as well as the fact that management is committed to providing individuals with the tools needed to perform essential job functions. ASG anticipates the following activities for the creation of this program:

- Meet with managers to fully understand the goals for the efforts, current issues of concern, existing communication channels available for use in the program, areas that are working/are not working, etc.
- Facilitate at least five (5) one-hour sessions (over the course of two days) with groups of employees representing the full range of roles, work areas, and ranks. These sessions will include no more than ten (10) employees each. The goal of the sessions will be to seek input from employees about issues of concern, ideas for successfully reaching employees with key messages, and input on the process to gain buy-in.
- Develop a strategic communications program based on information gathered during the first three steps that is tailored to the goals of the effort and the desires of the staff.

TASK 9 – PREPARING A BUSINESS PROCESS IMPROVEMENT PLAN & BENCHMARKING

This task will involve preparing a business processes improvement plan for optimizing the management, operations, maintenance, and warehousing of the assets associated with all DWM owned water / wastewater treatment plants, combined sewer overflows facilities, and pump stations; identifying key performance indicators (KPIs) for measuring, tracking, and reporting the performance; and identifying opportunities for improving the capital improvement planning and implementation processes. As part of Business Process Improvement Plan, ASG will perform Best Practice and Process Benchmarking comparing business processes and performance metrics with similar size municipalities where MAXIMO has been successfully implemented. ASG will document all successful tricks-of-the-trade benchmarking with other municipalities that do a good job in utilizing MAXIMO. All Benchmarking information from the above exercise will be submitted to SAM for approval before incorporation in the AMP. The business processes improvement plan will include summaries of the work performed under Track 1, including the TMs developed under Track 1, and recommended improvements to the DWM's work processes as they relate to the utilization of MAXIMO.

TASK 10 – TRAINING OF SELECTED STRATEGIC ASSET MANAGEMENT (SAM) AND OPERATIONS AND MAINTENANCE (O&M) STAFF

- Recommending the right format for these sessions.
- Evaluating training material for various O&M and OCBS levels.
- Evaluating trainees to help determine if training material needs to be modified for effective implementation of BPM.

The duration of this task will be about three months and ASG is expected to support at least twelve training/workshop sessions during this time.

As the DWM implements the business processes developed under this project, modifications to the business processes may be needed, on an on-going basis, to improve the utilization and effectiveness of MAXIMO. ASG will provide assistance to SAM, O&M and OCBS staff, on an as-needed basis, for a period not to exceed one year. Specifically, ASG personnel will identify and/or discuss potential modifications and assist the SAM, O&M and OCBS staff in implementing the modifications determined to have the potential to improve the utilization and effectiveness of MAXIMO.

TASK 11 – QA/QC, CONSTRUCTABILITY, AND VALUE ENGINEERING

During the execution of this task order, ASG will assist DWM by providing QA/QC reviews, constructability reviews and value engineering sessions on design projects as requested by the DWM. These reviews may be requested at various design stages including 30%, 60%, and 90% design completion. ASG will submit the following for DWM approval two weeks prior to the kickoff of the task order:

All QA/QC reviews should follow standard industry practice of color coding and methods. All constructability reviews should be conducted by professionals with appropriate background in design, construction, and value engineering of the projects assigned and should be led by a certified value engineering professional.

TRACK 2 - ASSET MANAGEMENT PROGRAM IMPLEMENTATION PLAN

Asset management can generally be defined as “a combination of management, operations, maintenance, financial, economic, scientific, engineering, and other practices applied to physical assets with the objective of providing the required level of service in the most cost-effective manner.” The U. S. Environmental Protection Agency (EPA) defines asset management as follows: “Asset management is maintaining a desired level of service for what you want your assets to provide at the lowest life-cycle cost.” The EPA further defines an asset as follows: “a component of a facility with an independent physical and functional identity and age (e.g., pump, motor, sedimentation tank, main).” Managing water and wastewater assets requires that a utility maintain current and documented intelligence on such elements as type, location, age, condition, rate of deterioration, likelihood of failure, consequences of failure, remaining life, performance, historical and projected life-cycle operations and maintenance costs, and replacement value. Asset management integrates type, age, location, function, condition, maintenance records, lifecycle costs, etc. in such a manner so as to facilitate intelligent decision making.

management program, and individuals and entities that have an interest in the assets or the asset management program.

Early involvement of the stakeholders will have the beneficial effect of realizing buy-ins into the program and advancing the level of eventual success.

TASK 3 - ESTABLISHING THE HIERARCHY OF THE WATER AND WASTEWATER ASSETS TO BE INCLUDED IN THE ASSET MANAGEMENT PROGRAM AND DEVELOPING AN ASSET REGISTRY

This task will involve reviewing selected components of the City's water and wastewater systems, including the components' physical and functional identities and age, and identifying and/or describing the components that would be considered as "assets" in the DWM's asset management program. The components described and/or identified as assets will be identified in the asset register during the implementation of the asset management program.

TASK 4 - IDENTIFYING THE ASSET MANAGEMENT PROGRAM IMPLEMENTATION TEAM MEMBERS AND TEAM STRUCTURE (CITY DEPARTMENTS, CITY PERSONNEL, LEVEL OF OUTSIDE CONTRACTORS SUPPORT NEEDED, ETC.)

This task will involve identifying the asset management implementation team members and the team structure. The team will consist of personnel from various DWM offices/divisions that will either be involved in the implementation, be directly affected by the asset management program implementation and/or maintenance, or have a beneficial opinion on the implementation and maintenance of the asset management program. In addition, the need and extent of outside consultants' assistance will be assessed and established.

TASK 5 – DEVELOP COMPREHENSIVE LIST OF AMP TASKS AND BPMs

This task will involve developing a comprehensive list of tasks that will be performed during the implementation of the asset management program implementation process.

ASG will assist SAM staff in developing detailed BPMs for the cradle-to-grave implementation of the AMP by the DWM O&M staff. The SAM, O&M, and OCBS staff will work together to ensure the BPMs are DWM specific and are fully implementable to the DWM Vertical Assets. The BPMs shall enable DWM staff to implement all steps of AMP in requisite detail and it shall cover the ten (10) steps as stipulated by the EPA including the inventorying of spare parts.

All BPM components will be prepared right after the requisite training is delivered on that specific topic under Task 10 in Track 1. However, ASG shall ensure that the DWM staff have attained sufficient understanding of the topic before starting on a new BPM component.

TASK 6 - REVIEWING THE ASSET MANAGEMENT PROGRAM DATA NEEDS

This task will involve identifying the types, locations, and formats of data currently available with the DWM, other City departments, and outside entities. Following the identification of the types, locations, and formats of data available, a determination will be made regarding the types

of the Consent Decree; and assisting the DWM in ranking recommended projects for implementation.

TASK 13 – CIP PRIORITIZATION

This task will involve providing engineering, asset management, and project management technical expertise in assisting the DWM to prioritize capital projects for funding and implementation; utilizing an integrated planning model for water, wastewater, and stormwater asset installation, renewal, and rehabilitation. ASG will support the DWM in advancing its decision-making process in preparing an equitable, risk-based capital improvement plan.

**DEPARTMENT OF PROCUREMENT
LEGISLATION SUMMARY**

FC-4906B, Citywide Architectural Engineering and Design Services

TO: City Utilities Committee

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ISSUE A TASK ORDER TO ATLANTA SERVICES GROUP, A JOINT VENTURE FOR FC-4906B, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) ASSESSMENT AND ASSET MANAGEMENT IMPLEMENTATION PLANNING SUPPORT IN AN AMOUNT NOT TO EXCEED ONE MILLION, THREE HUNDRED THIRTY-NINE THOUSAND, TWO HUNDRED NINE DOLLARS AND ZERO CENTS (\$1,339,209.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5052 (WATER & WASTEWATER R&E FUND) 170514 (DWM ASSET CONTROL) 5212001 (CONSULTING PROFESSIONAL SERVICES) 1511000 (GENERAL SUPERVISION) AND PROJECT AWARD TASK EXPENDITURE AND ORGANIZATION NUMBER ("PATEO") 17111733 (CMMS ASSESSMENT & ASSET MANAGEMENT) 101 (CMMS) 505221391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING PROFESSIONAL SERVICES) COA; AND FOR OTHER PURPOSES.

COMMITTEE MEETING

DATE: June 10, 2014

COUNCIL MEETING

DATE: June 16, 2014

LEGISLATION TITLE: Task Order for FC-4906B, CMMS Assessment & Asset Management Implementation Planning Support

REQUESTING DEPT.: Watershed Management

CONTRACT TYPE: Professional Services

AWARDEES: Atlanta Services Group

SOURCE SELECTION: Sealed RFP

PROPOSALS DUE: May 6, 2009

INVITATIONS MAILED: 150

**PROPOSALS
RECEIVED:** 14

PROPOSERS:

AECOM/ H. J. Russell, Joint Venture
 Arcadis /Brindley Pieters & Associates, Inc, Joint Venture
 Atlanta Services Group
 BGR Joint Venture Office
 Brown and Caldwell, Inc /Delon Hampton & Associates,
 Chartered, Joint Venture
 Citywide Infrastructure Provider
 JP2 (Jacobs, PRAD, PBS&J)
 MA-HMM Gude, JV
 Parsons-Cardozo Engineering, Joint Venture
 Prime Engineering, Inc. and Chester Engineers, Joint Venture
 Shaw-Benchmark, Joint Venture
 Southern Right of Way
 Strategic Team Concepts, LLC
 Total Solution Partners

Contractor: Atlanta Services Group

Estimated Value: \$1,339,209.00

Scope Summary: Atlanta Services Group will assess the utilization and effectiveness of the Computerized Maintenance Management System (CMMS) at all DWM facilities, and develop an Asset Management Program for the water and wastewater systems.

BACKGROUND: Original executed on December 21, 2009, expired on December 20, 2011.

Renewal Agreement No.1 will extend the current Agreement one additional year for time only. Renewal Agreement No. 1 effective term will be December 21, 2011 to December 20, 2012.

Renewal Agreement No. 2 will extend the current Agreement one additional year for time only. Renewal Agreement No. 2 effective term will be December 21, 2012 to December 20, 2013.

Renewal Agreement No. 3 extended the current Agreement one additional year for time only. Renewal Agreement No. 3 effective term extends from December 21, 2013 to December 20, 2014.

EVALUATION TEAM COMPOSITION: DWM, OCC, DPW, LAW, OEMA, DPRCA

TERM OF CONTRACT: Two (2) years with an option to renew for three (3) one (1) year periods.

FUND ACCOUNT
CENTERS:

ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5052 (WATER & WASTEWATER R&E FUND) 170514 (DWM ASSET CONTROL) 5212001(CONSULTING PROFESSIONAL SERVICES) 1511000 (GENERAL SUPERVISION) AND PROJECT AWARD TASK EXPENDITURE AND ORGANIZATION NUMBER ("PATEO") 17111733 (CMMS ASSESSMENT & ASSET MANAGEMENT) 101 (CMMS) 505221391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING PROFESSIONAL SERVICES) COA; AND FOR OTHER PURPOSES.

PREPARED BY: Cristi C. Walker

CONTACT NUMBER: 404-865-8996


[Home](#)
ATLANTA SERVICES GROUP, INC. Control Number: K512732
[Main](#) [Reports](#) [Officers](#) [Filing History](#)
Entity Info
Entity Id 939821

Key Indicators
Model Type Corporation

Locale Domestic

Qualifier For-Profit

Business Name ATLANTA SERVICES GROUP, INC.

Registration Date 4/12/1995

Entity Status Active/Compliance

Entity Status Date 3/07/2014

Foreign Name
Date of Organization
State Georgia

Country
Principal Office Address
PRINCIPAL
Line1 1001 PIEDMONT AVE NE STE 201

Line2
City ATLANTA **State** Georgia **Zip** 30309-3799

Agent
Is non-commercial Registered Agent? Yes

Name WALTER R DAVIS III

Address
Line1 1001 PIEDMONT AVE

Line2
City ATLANTA **State** Georgia **Zip** 30309

Email
Previous Names

Name Changed From	Name Changed To	Surviving Entity Id	Cancelled Entity Id	Effective Date	Due Date	File Number	Actions
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No Miscellaneous Filings were found.

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Search Results

Current Search Terms: atlanta* services* Group*

Your search for "Atlanta* Services* Group*" returned the following results...

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

Entity	ATLANTA INDUSTRIAL SERVICES GROUP, LLC	Status: Active
DUNS: 831276170	CAGE Code: 6HH55	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 01/08/2015	Delinquent Federal Debt? No	

Glos

Search Result

Entity

Exclusi

Search Filter:

By Rec Status

By Function Area - Manag

By Function Area - Perform Inform

SAM | System for Award Management 1.0

IBM v1.1725.20140509-1810

Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.



First Reading

Committee _____
 Date _____
 Chair _____
 Referred To _____

FINAL COUNCIL ACTION
 2nd 1st & 2nd 3rd
Readings
 Consent V Vote RC Vote

	Committee	Date	Action	Committee	Date	Action
<p>A RESOLUTION BY CITY UTILITIES COMMITTEE</p> <p>A RESOLUTION AUTHORIZING THE DEPARTMENT OF WATERSHED MANAGEMENT TO ISSUE A TASK ORDER FOR FC-4996B, ARCHITECTURAL, ENGINEERING AND DESIGN SERVICES WITH ATLANTA SERVICES GROUP, A JOINT VENTURE ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, FOR THE PURPOSE OF PROVIDING COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMs) ASSESSMENT AND ASSET MANAGEMENT IMPLEMENTATION PLANNING SUPPORT IN AN AMOUNT NOT TO EXCEED ONE MILLION, THREE HUNDRED THIRTY-NINE THOUSAND, TWO HUNDRED NINE DOLLARS AND NO CENTS (\$1,339,209.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5052 (WATER & WASTEWATER R&E FUND) 170514 (DWM ASSET CONTROL) 5212001 (CONSULTING PROFESSIONAL SERVICES) 1511000 (GENERAL SUPERVISION) AND PROJECT AWARD TASK EXPENDITURE AND ORGANIZATION NUMBER ("PATEO") 17111733 (CMMs ASSESSMENT & ASSET MANAGEMENT) 101 (CMMs) 50521391 (WATER & WASTEWATER R&E FUND) 5212001 (CONSULTING PROFESSIONAL SERVICES) COA; AND FOR OTHER PURPOSES.</p> <p><input type="checkbox"/> CONSENT REFER</p> <p><input type="checkbox"/> REGULAR REPORT REFER</p> <p><input type="checkbox"/> ADVERTISE & REFER</p> <p><input type="checkbox"/> 1ST ADOPT 2ND READ & REFER</p> <p><input type="checkbox"/> PERSONAL PAPER REFER</p> <p>Date Referred: _____</p> <p>Date Referred: _____</p> <p>Date Referred: _____</p> <p>Date Referred: _____</p> <p>Referred To: _____</p>	<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>	<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>	<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>	<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>	<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>	<p>Committee</p> <p>Date</p> <p>Chair</p> <p>Fav, Adv, Hold (see rev. side)</p> <p>Other</p> <p>Members</p> <p>Refer To</p>

MAYOR'S ACTION