



RESOLUTION NO. U-11503

1 A RESOLUTION relating to the Department of Public Utilities, Light
2 Division; authorizing the extension of a special project of limited
3 duration for the Network Communications Systems group within
4 Utility Technology Services, for technology upgrades and
5 designating general salary classifications and benefits for the
6 person employed on the project, pursuant to Tacoma Municipal
7 Code Sections 1.12.140, 1.12.155, 1.24.187, 1.24.980-986, and
8 1.30.300, and Section 6.1(h) of the Tacoma City Charter.

9 WHEREAS the City of Tacoma, Department of Public Utilities, Light
10 Division ("Tacoma Power"), Network Communications Systems group within
11 Utility Technology Services ("UTS") requests Public Utility Board approval for an
12 extension of a special project of limited duration involving support of technology
13 upgrades (the "Project"), and

14 WHEREAS Tacoma Power has been using Synchronous Optical
15 Networking ("SONET") communications technology for data communications for
16 over 25 years and SONET has reached the end of its lifecycle, and

17 WHEREAS the Project involves replacing the aging SONET
18 communications technology with Multi-Protocol Label Switching ("MPLS")
19 technology, and

20 WHEREAS MPLS technology has been fully deployed in all of Tacoma
21 Power's substations, and services have been configured to complete the
22 current capital-related activities of the project, and

23 WHEREAS due to several unforeseen staffing events leading to
24 extended resource absences, the final operational close-out activities need to
25 be extended through July 2025, and
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1 WHEREAS the final stage of the project schedule has been impacted due
2 to the resources' unexpected leave of absence, and

3 WHEREAS the City Charter will allow project employees in Tacoma
4 Power, Tacoma Water and Customer Services across all phases of a project by
5 extending a current project position approved by the Utility Bboard on March 22,
6 2023, under Resolution No. U-11374, and

7 WHEREAS the roles and services provided are described:

- 8 • Communication Systems Technician II: performs skilled and
9 technical duties in the installation, repair, maintenance, and
10 operation of a wide variety of equipment and devices related to
11 communication systems; operates a variety of specialized tools
12 and test equipment. The planned work for the remaining project
13 scope is:

14 Work activities:

- 15 • Final site survey; photos and final field drawing markups
16 • Removal and surplus of antiquated nonfunctional equipment
17 • Completion of final compliance testing of critical services
18 • Site cleanup, removal of excess communication and power
19 cabling, and
20 • Other operational activities as identified, and

21 WHEREAS this resolution will allow the project team to complete the
22 remaining work in a controlled and systematic manner, and

23 WHEREAS the project is within its capital budget and the final project
24 O&M close-out is expected to be completed by the end of July 2025, and

25 WHEREAS, pursuant to the provisions of Sections 1.12.155 and
26 1.24.187 of the Tacoma Municipal Code and Section 6.1(h) of the Tacoma City
Charter, employees who are not regular employees and are hired as special



project employees are paid as provided for by ordinance or resolution of the
1 City Council, and

2 WHEREAS it is in the best interests of the Department of Public Utilities
3 to establish and maintain a Special Project of Limited Duration and to hire a full-
4 time temporary position to support the required activities for the duration of the
5 Project; Now, therefore,
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7 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

8 Section 1. That the Project for Tacoma Power, Network
9 Communications Systems group within Utility Technology Services, for support
10 of technology upgrades, continue to be designated as a special project of
11 limited duration, and is hereby approved and established as a special project of
12 limited duration.
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14 Section 2. That in accordance with the applicable provisions of
15 TMC 1.12.140 and 1.12.155, the salaries and classes set forth in the
16 Compensation Plan for regular City employees shall be applied, contingent
17 upon funding, to similar project positions of the Project.
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19 Section 3. That in accordance with TMC 1.24.187 and 1.30.300,
20 employees who have been hired or may be hired for positions expected to be of
21 limited duration shall be designated unclassified special project employees as
22 of the date of hire.
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24 Section 4. That the special project employee who has been hired or may
25 be hired to work on the special project as identified in this resolution, shall
26 receive benefits, all in accordance with and pursuant to the provisions of the



1 compensation plan of the City of Tacoma. The employee shall be given a one-
2 time binding and irrevocable election to participate in the City's Retirement
3 System, pursuant to the retirement provisions of TMC 1.30.300.

4 Section 5. That because the position to be filled pursuant to this
5 resolution is of a temporary nature and is unique in that it pertains only to the
6 aforementioned special project, it is deemed a temporary position, and the
7 person so employed in such position shall have no claim to further or continued
8 employment with the City after cessation of such special project or after
9 cessation of activities funded by said programs, except pursuant to their
10 obtaining status as a regular City employee under the provisions of the Tacoma
11 Municipal Code or pursuant to further action of the City Council relating to this
12 special project.

13 Section 6. That all acts by agents or employees of the City consistent with
14 the intent of this resolution taken prior to the effective date of this resolution are
15 hereby ratified.

16 Section 7. That the term of this special project shall not exceed the
17 expiration of July 2025, unless extended by appropriate action.

18 Section 8. That the Director of Utilities is hereby authorized to direct the
19 appropriate City officers to proceed with the necessary actions for project
20 completion including the hiring of a special project position to support the
21 required activities for the duration of the Project.
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Approved as to form:

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/s/
Chief Deputy City Attorney

Clerk

Chair

Secretary

Adopted



Board Action Memorandum

TO: Jackie Flowers, Director of Utilities
COPY: Charleen Jacobs, Director and Board Offices
FROM: Chris Robinson, Power Superintendent/COO
MEETING DATE: December 11, 2024
DATE: November 12, 2024

GUIDING PRINCIPLE ALIGNMENT (select as many that apply):

Please indicate which of the Public Utility Board's Guiding Principle(s) is supported by this action.

- | | |
|--|--|
| <input type="checkbox"/> GP1 – Diversity, Equity, Inclusion, Belonging | <input type="checkbox"/> GP8 – Telecom |
| <input type="checkbox"/> GP2 – Financial Sustainability | <input type="checkbox"/> GP9 – Economic Development |
| <input type="checkbox"/> GP3 – Rates | <input type="checkbox"/> GP10 – Government Relations |
| <input type="checkbox"/> GP4 – Stakeholder Engagement | <input type="checkbox"/> GP12 – Employee Relations |
| <input type="checkbox"/> GP5 – Environmental Sustainability | <input type="checkbox"/> GP13 – Customer Service |
| <input type="checkbox"/> GP6 – Innovation | <input checked="" type="checkbox"/> GP14 – Resource Planning |
| <input checked="" type="checkbox"/> GP7 – Reliability & Resiliency | |

SUMMARY: The Utility Technology Services of Tacoma Power recommends that the Public Utility Board approve the special project request pursuant to Tacoma Municipal Code Sections 1.12.140, 1.12.155, 1.24.187, 1.24.980-986, 1.30.300, and Section 6.1 (h) of the Tacoma City Charter which will allow project employees in Tacoma Power, Tacoma Water and Customer Services across all phases of a project by extending a current project position approved by the Utility Board on March 22, 2023, under Resolution U-11374. Briefly, the roles and services provided are described:

- Communication Systems Technician II: performs skilled and technical duties in the installation, repair, maintenance, and operation of a wide variety of equipment and devices related to communication systems; operates a variety of specialized tools and test equipment. The planned work for the remaining project scope is:

Work activities:

- Final site survey; photos and final field drawing markups
- Removal and surplus of antiquated nonfunctional equipment
- Completion of final compliance testing of critical services
- Site cleanup, removal of excess communication and power cabling
- Other operational activities as identified

BACKGROUND: The Network Communication Systems group in Tacoma Power's Utility Technology Services division has replaced its' aging Synchronous Optical Networking (SONET) communications technology with Multi-Protocol Label Switching (MPLS) technology. Tacoma Power has been using SONET for data communications for over 25 years. TPU's MPLS technology has been fully deployed in all of Tacoma Power's substations, and services have been configured to complete the current capital-related activities of the project. Due to several unforeseen staffing events leading to extended resource absences, the final operational close-out activities need to be extended through July 2025.



Board Action Memorandum

The final stage of the project schedule has been impacted due to the resources' unexpected leave of absence. This resolution will allow the project team to complete the remaining work in a controlled and systematic manner. The project is within its capital budget. The final project O&M close-out task is expected to be completed by the end of July 2025.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF THE EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW IT IS TO BE COVERED.

Not applicable. Expense is budgeted under the existing Cost Center's labor budget.

IF THE ACTION REQUESTED IS APPROVAL OF A CONTRACT, INCLUDE LANGUAGE IN RESOLUTION AUTHORIZING \$200,000 INCREASE IN ADMINISTRATIVE AUTHORITY TO DIRECTOR? No

ATTACHMENTS: None

CONTACT:

Primary Contact: Aaron Anderson, Senior Technology Manager, (253) 502-8912

Supervisor's Name: Joy Sage, Division Technology Manager, (253) 502-8642



RESOLUTION NO. U-11374

1 A RESOLUTION authorizing the establishment of a special project of
2 limited duration for Tacoma Power, Network Communications
3 Systems group within Utility Technology Services, for technology
4 upgrades and designating general salary classifications and
5 benefits for the person employed on the project, pursuant to
6 Tacoma Municipal Code Sections 1.12.140, 1.12.155, 1.24.187,
7 1.24.980-986, and 1.30.300, and Section 6.1(h) of the Tacoma
8 City Charter.

9 WHEREAS the City of Tacoma, Department of Public Utilities, Light
10 Division (d.b.a. "Tacoma Power"), Network Communications Systems group
11 within Utility Technology Services ("UTS") requests Public Utility Board approval
12 for a special project of limited duration involving support of technology upgrades
13 ("Project"), and

14 WHEREAS the Project will support the replacement of the aging
15 Synchronous Optical Networking ("SONET") communications technology with
16 Multi-Protocol Label Switching ("MLPS") technology, and

17 WHEREAS Tacoma Power has been using SONET for data
18 communications for over 25 years and it has reached the end of its lifecycle,
19 and

20 WHEREAS MPLS technology was deployed in phase 1 of the Wide Area
21 Network upgrade during the last biennium, and

22 WHEREAS the current capital project is expected to run through the end
23 of 2024, and includes deploying and transitioning network data services at each
24 of the 70 Tacoma Power Distribution Substations on five communication
25 network rings, and
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1 WHEREAS the project schedule has been impacted due to resource
2 attrition and an expected leave of absence, and therefore, with Board approval,
3 this resolution will enable UTS to hire a special project Communication Systems
4 Technician II, ensuring the project team has sufficient resources to complete
5 the remaining work on schedule within the budget included for the project in the
6 Capital budget for 2023/2024, and

8 WHEREAS, pursuant to the provisions of Sections 1.12.155 and
9 1.24.187 of the Tacoma Municipal Code and Section 6.1(h) of the Tacoma City
10 Charter, employees who are not regular employees and are hired as special
11 project employees are paid as provided for by ordinance or resolution of the
12 City Council, and

14 WHEREAS it is in the best interests of the Department of Public Utilities
15 to establish a Special Project of Limited Duration and to hire a full-time
16 temporary position to support the required activities for the duration of the
17 Project; Now, therefore,

19 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

20 Section 1. That the Project for Tacoma Power, Network
21 Communications Systems group within Utility Technology Services, for support
22 of technology upgrades, be designated as a special project of limited duration,
23 and is hereby approved and established as a special project of limited duration.

25 Section 2. That in accordance with the applicable provisions of
26 TMC 1.12.140 and 1.12.155, the salaries and classes set forth in the



1 Compensation Plan for regular City employees shall be applied, contingent
2 upon funding, to similar project positions of the Project.

3 Section 3. That in accordance with TMC 1.24.187 and 1.30.300,
4 employees who have been hired or may be hired for positions expected to be of
5 limited duration shall be designated unclassified special project employees as
6 of the date of hire.

7 Section 4. That the special project employee who has been hired or may
8 be hired to work on the special project as identified in this resolution, shall
9 receive benefits, all in accordance with and pursuant to the provisions of the
10 compensation plan of the City of Tacoma. The employee shall be given a one-
11 time binding and irrevocable election to participate in the City's Retirement
12 System, pursuant to the retirement provisions of TMC 1.30.300.

13 Section 5. That because the position to be filled pursuant to this
14 resolution is of a temporary nature and is unique in that it pertains only to the
15 aforementioned special project, it is deemed a temporary position, and the
16 person so employed in such position shall have no claim to further or continued
17 employment with the City after cessation of such special project or after
18 cessation of activities funded by said programs, except pursuant to their
19 obtaining status as a regular City employee under the provisions of the Tacoma
20 Municipal Code or pursuant to further action of the City Council relating to this
21 special project.
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1 Section 6. That all acts by agents or employees of the City consistent with
 2 the intent of this resolution taken prior to the effective date of this resolution are
 3 hereby ratified.
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5 Section 7. That the term of this special project shall not exceed the
 6 expiration of December 31, 2024, unless extended by appropriate action.

7 Section 8. That the Director of Utilities is hereby authorized to direct the
 8 appropriate City officers to proceed with the necessary actions for project
 9 completion including the hiring of a special project position to support the
 10 required activities for the duration of the Project.
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12 Approved as to form:

13	_____	_____
	<i>/s/</i>	Chair
14	Chief Deputy City Attorney	_____
		Secretary
15	_____	Adopted _____
16	Clerk	

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Board Action Memorandum

TO: Jackie Flowers, Director of Utilities
COPY: Charleen Jacobs, Director and Board Offices
FROM: Chris Robinson, Power Superintendent/COO
MEETING DATE: March 22, 2023
DATE: March 2, 2023

STRATEGIC DIRECTIVE ALIGNMENT (select as many that apply):

Please indicate which of the Public Utility Board's Strategic Directives is supported by this action.

- | | |
|--|---|
| <input checked="" type="checkbox"/> SD1 – Equity & Inclusion | <input type="checkbox"/> SD8 – Telecom |
| <input checked="" type="checkbox"/> SD2 – Financial Sustainability | <input type="checkbox"/> SD9 – Economic Development |
| <input type="checkbox"/> SD3 – Rates | <input type="checkbox"/> SD10 – Government Relations |
| <input type="checkbox"/> SD4 – Stakeholder Engagement | <input type="checkbox"/> SD11 – Decarbonization/Electric Vehicles |
| <input type="checkbox"/> SD5 – Environmental Leadership | <input checked="" type="checkbox"/> SD12 – Employee Relations |
| <input type="checkbox"/> SD6 – Innovation | <input type="checkbox"/> SD13 – Customer Service |
| <input type="checkbox"/> SD7 – Reliability & Resiliency | <input checked="" type="checkbox"/> SD14 – Resource Planning |

SUMMARY: The Utility Technology Services of Tacoma Power recommends that the Public Utility Board approve the special project request pursuant to Tacoma Municipal Code Sections 1.12.140, 1.12.155, 1.24.187, 1.24.980-986, 1.30.300, and Section 6.1 (h) of the Tacoma City Charter which will allow project employees in Tacoma Power, Tacoma Water and Customer Services across all phases of the project. Briefly, the roles and services provided are described:

- Communication Systems Technician II: performs skilled and technical duties in the installation, repair, maintenance, and operation of a wide variety of equipment and devices related to communication systems; operate a variety of specialized tools and test equipment. Planned work for the remaining 35+ sites is estimated around 2000 hours.

Work activities:

- Preliminary site survey; photos, drawings, and notes of current state
- Identify site activities; HFC, power upgrades needed, rack moves
- Pre-stage equipment in lab, preliminary configuration assistance and testing
- Site installation, configuration assistance and commissioning
- Final site survey to include photos, drawings, and notes
- Work with Engineering Tech to update as-built drawings
- Support critical services cutover activities on 70 sites
- Assist with decommissioning
- Other capital activities as identified

BACKGROUND: The Network Communication Systems group, in Tacoma Power's Utility Technology Services division is currently replacing the aging Synchronous Optical Networking (SONET) communications technology with Multi-Protocol Label Switching (MPLS) technology. Tacoma Power has been using SONET for data communications for over 25 years and it has, unfortunately, reached its end of



Board Action Memorandum

lifecycle. MPLS technology was deployed in phase 1 of the Wide Area Network upgrade during the last biennium. The current capital project is expected to run through the end of 2024 and includes deploying and transitioning network data services at each of the 70 Tacoma Power Distribution Substations on five communication network rings.

The project schedule has been impacted due to resource attrition and an expected leave of absence. This resolution will give UTS the authority to hire a project Communication Systems Technician II thereby ensuring the project team has sufficient resources to complete the remaining work on schedule and within project budget. Final project close out is expected to complete in December 2024.

Funding has been included in the projects Capital budget for 2023/2024.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF THE EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW IT IS TO BE COVERED.

Not applicable. Expense is budgeted under existing capital project WAN 2.0 PWR-01113-15.

IF THE ACTION REQUESTED IS APPROVAL OF A CONTRACT, INCLUDE LANGUAGE IN RESOLUTION AUTHORIZING \$200,000 INCREASE IN ADMINISTRATIVE AUTHORITY TO DIRECTOR? No

ATTACHMENTS: None.

CONTACT:

Primary Contact: Aaron Anderson, Technology Manager, (253) 502-8912

Supervisor's Name: Rick Munson, Sr Technology Manager, (253) 502-8565

Additional staff requiring a Zoom presentation link: Megan Davis, Sr IT Project Manager, (253) 502-8827