



Legislation Text

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File #: 24-0340, Version: 1

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**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Sole Source Procurement 24-136, Cascade Configuration Assessment and Upgrade, to DNV Energy Insights USA, Inc., for an amount not to exceed \$120,195

**DEPARTMENT:** Electric Utility

**SUBMITTED BY:** Brian Groth, Director of Electric Utility

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Naperville Electric Utility (Utility) has utilized the Cascade software environment from DNV Energy Insights USA, Inc. since 1998. Cascade provides the Utility with a data management system to schedule and track maintenance performed on all of the equipment installed in the 16 substations. It has allowed the Utility linemen to be more efficient and proactive in their maintenance of the substations. Periodic software upgrades are required as new releases become available to keep the system current and provide new functionality.

**DISCUSSION:**

This Sole Source procurement is requested for a one-time purchase of the Cascade configuration assessment and upgrade. This project seeks consulting services to audit the Cascade database and remove outdated and unused configuration information from the application software. Second, the consultant will install and upgrade the application to the latest software version, which will provide a web-based environment. The web-based environment will make it easier for the linemen to use when working outside in the substations. Last, the consultant will provide recommendations to Utility staff on best practices for using the application moving forward.

The Utility has identified this purchase as a Sole Source because DNV Energy Insights USA is the sole provider of the Cascade suite of products and consulting services related to this software environment. A Sole Source letter from the software supplier is attached.

The completion date for this project is December 31, 2024.

**FISCAL IMPACT:**

CIP#: N/A

Cascade configuration assessment and upgrade work is expensed to the Other Professional Services account listed below. The Electric Utility included \$100,000 in the 2024 budget for this work.

The award amount does exceed the budget by \$20,195, however, it is anticipated that this work can be accommodated within the 2024 budget. Staff will continue to monitor the Electric Utility Fund and adjust spending as necessary.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget Amount</b>
40271300-531309	Electric Utility	\$200,000