

Management Committee

Meeting date: January 27, 2021

For the Metropolitan Council meeting of February 10, 2021

Subject: Ratification of Declaration of Emergency for I.S. Network Room Fire-Water Sprinkler Damage

District(s), Member(s): All

Policy/Legal Reference: Council Policy 3-3 Expenditures – Procurements of Goods and Services over \$500,000

Staff Prepared/Presented: Theresa Nistler, Asst Dir IS, Finance & Budget, RA Information Services, 651-602-1504; Marie Henderson, Acting Chief Financial Officer, Finance, 651-602-1387

Division/Department: RA Information Services and Finance

Proposed Action

That the Metropolitan Council ratifies the attached *Justification for and Declaration of Emergency* for Rehabilitation of the Robert Street basement area and I.S. network room damaged by the failure of the Fire-Water Sprinkler causing damage to both areas.

Background

On December 3, 2020, a failure of a fire-water sprinkler caused flooding damage to the basement of the Robert street building including an information services area of the lower level which held a substantial amount of production technology equipment.

Damage occurred to an area where both production technology equipment was housed as well as new equipment set to replace current equipment that had reached its regular useful life. The Council has retained **Mavo Systems** to dry out the floors and walls of the Robert street building within a day of the event to minimize the risk of mold developing in the area as well as evaluating all of the damaged technology equipment by the in-house Network team in conjunction with MTS to determine if any was salvageable and what equipment needed to be replaced. Some equipment has already been procured with the remainder being in process. The State of MN IT department was instrumental in assisting our in-house team to get systems up and running as quickly as possible and put into place temporary solutions until a full evaluation could take place to minimize down time.

Rationale

Metropolitan Council has delegated authority to the Regional Administrator to declare emergencies on behalf of the Council when health, safety or welfare of the public is compromised or potentially compromised, and immediate action is required to address the emergency. The emergency declaration is then presented to the appropriate implementation committee for approval, and placed on a following Council consent list for formal ratification.

Thrive Lens Analysis

Stewardship – Public financial resources will be invested efficiently and effectively to maintain proper operations across the Council.

Accountability – Following policy 3-3, The Regional Administrator may authorize appropriate contracts and payments necessary to meet the emergency situation provided that, if the cost to correct the emergency situation totals \$175,000 or more, the emergency

declaration shall also be presented to the appropriate committee for formal ratification at its next regular meeting.

Funding

The Council's insurance carrier, FM Global, will provide funding to rehabilitate the building and replace the damaged technology equipment.

PO20012521	Mavo Systems	Water/moisture remediation services	\$ 30,000.00
PO20012580	Paragon Dev Sys	Server order	\$ 10,217.25
CIM21P022	Motorola Solutions	MTS backup radio equipment	\$ 22,764.91
CIM21P023	Insight	Network gear, network optics & prof svcs	<u>\$280,000.00</u>
Summary total to date			\$342,982.16

Known Support / Opposition

There is no known opposition.



EMERGENCY DECLARATION FORM

"A declared public emergency is an emergency situation in which the health, safety or welfare of the public or the safety of Metropolitan Council employees or facilities is compromised or potentially compromised and requires immediate action to correct."

INSTRUCTIONS: Fields marked with an asterisk (*) or outlined in red are required. All names must be entered in the following format:

Last Name, First Name (e.g., *Johnson, Joe*). Responses must be [limited to 255 characters](#), unless otherwise noted. [Do not print this form](#).

For assistance, contact [Procurement](#).

NOTE: The signature boxes are controlled by the status of the form and the name of the person who is logged in to the computer. For example, the From Signature box will only be active when the person listed in the From Name field is logged in to the computer. If you would like to save your progress and allow for the appropriate person to log in to the computer, please click the Save As Draft button at the bottom of the form. You will then receive an automated email containing a link to the form which, if necessary, you may forward to the appropriate person.

Requestor Name	Ylitalo, Steven
Requestor's Supervisor	McMullan, Stewart
Requestor Division	Regional Administration
Emergency Title	12-3-20 I.S. Network Room Fire-Water Sprinkler Damage
Describe the nature of the emergency situation.	<p>I REQUEST THAT A PUBLIC EMERGENCY BE DECLARED BASED UPON THE FOLLOWING:</p> <p>Please note that a maximum of 1275 characters are allowed in the space below.</p> <p>A fire sprinkler activated in the lower level I.S. Network room at 390 Robert St. N. at 11AM on 12-3-20. Fire water spray soaked nearly everything in the network room. Water flowed out of the room into the hallway and neighboring rooms before the fire water zone was shut down 10 minutes later. Water continued to flow for another hour as the pressure dropped off before the sprinkler head was replaced by Johnson Controls Fire Protection.</p> <p>It is not currently known if there was an equipment fire or if the sprinkler head failed.</p>
Explain why this situation is a present, immediate, and existing emergency.	<p>Please note that a maximum of 1275 characters are allowed in the space below.</p> <p>Loss of many network services that are critical to business including phone systems, Robert St & Jackson St networks computers, MTS Radio systems, Verint Security camera systems, Building Controls networks, among others are out of service due to this incident. Immediate cleanup efforts are necessary for the safety of workers. Efforts to remove moisture within a 72 hour window are necessary to stop mold growth in walls and other absorbent materials.</p>
Explain how this emergency does or will affect the healthy, safety, or welfare of the public or the safety of Metropolitan Council employees or facilities.	<p>Please note that a maximum of 1275 characters are allowed in the space below.</p> <p>Immediate cleanup efforts are necessary to protect of workers from electrocution, slips and falls, and mold. Efforts to remove moisture within a 72 hour window are necessary to stop mold growth in walls and other absorbent materials.</p>
Describe the supplies or services which must be acquired to remedy this emergency situation, including the estimated cost.	<p>Please note that a maximum of 1275 characters are allowed in the space below.</p> <p>Water remediation services- estimated to be under \$30,000. Carpet, baseboard repairs- estimated to be under \$10,000.</p> <p>Technology equipment is not included in this declaration.</p>
Identify how you chose the contractor(s).	<p>Estimated Cost \$40,000</p> <p>Please note that a maximum of 1275 characters are allowed in the space below. Current count: 0 characters.</p> <p>Used recommendation from John Young with Environmental Services.</p>

Quotes are not required in declared emergencies. If quotes were obtained, please attach them here.

Click the button below to attach any documents that should be routed along with the form. Remove all special characters (!@#\$\$%^&*) from filenames prior to attaching

Approvals

I hereby certify that the information presented on this form is accurate and complete to the best of my knowledge and belief.

Requestor	Signature	Date
	Ylitalo, Steven	12/4/2020 5:46:00 PM
Supervisor	Signature	Date
	McMullan, Stewart	12/7/2020 7:57:00 AM
Division Director/General Manager	Signature	Date
	Bogie, Mary	12/7/2020 3:40:00 PM

Based on the above information, an emergency situation exists within the meaning of the Council Procurement Policy. Carrying out the competitive bidding process and the technical requirements of the Council's Procurement Policy, and awaiting Council declaration of an emergency and approval for the purchase of materials or supplies or the making of emergency repairs would significantly and unacceptably delay the commencement of repair work on the above-referenced project. The Metropolitan Council, by its Procurement Policy, has delegated authority to the Regional Administrator to declare an emergency on behalf of the Council in such cases. Therefore, I declare on behalf of the Metropolitan Council, that an emergency exists as described above and that the emergency situation requires the immediate purchase of materials or supplies or the making of emergency repairs. I authorize the General Manager/Division Director named above to let appropriate contracts and make payments for the purchase of materials or supplies or the making of repairs necessary to meet the emergency situation without advertising for bids, without meeting other technical requirements of Council Procurement Policy, and without prior approval of the Council. If the costs to correct the emergency situation total \$175,000 or more, I direct that this emergency declaration and any such contracts and/or payments be presented to the Metropolitan Council for formal ratification at its next meeting.

Regional Administrator	Signature	Date
	Bogie, Mary	12/10/2020 12:21:00 PM
Assigner	Signature	Date

Assign

Contract Manager / Purchasing Agent

Comments

CLOSE