



Legislation Details (With Text)

File #: 19-0178 **Version:** 1
Type: Consent - Staff Report **Status:** Agenda Ready
In control: City Council Regular Meeting
On agenda: 5/7/2019 **Final action:**
Title: Consider Awarding a Professional Design Service Agreement to SA Associates, Inc., for the Sewer Infrastructure Improvement Project for \$205,000 in Response to RFP No. 1200-19S; and Authorize the City Manager to Execute the Agreement (Public Works Director Katsouleas).
ADOPT RESOLUTION NO. 19-0047

Sponsors:

Indexes:

Code sections:

Attachments: 1. Resolution No. 19-0047, 2. Agreement - SA Associates, Inc., 3. Budget and Expenditures Summary, 4. Location Map

Date	Ver.	Action By	Action	Result
5/7/2019	1	City Council Regular Meeting		

TO:
Honorable Mayor and Members of the City Council

THROUGH:
Bruce Moe, City Manager

FROM:
Stephanie Katsouleas, Director of Public Works
Prem Kumar, City Engineer
Tim Birthisel, Associate Engineer

SUBJECT:
Consider Awarding a Professional Design Service Agreement to SA Associates, Inc., for the Sewer Infrastructure Improvement Project for \$205,000 in Response to RFP No. 1200-19S; and Authorize the City Manager to Execute the Agreement (Public Works Director Katsouleas).
ADOPT RESOLUTION NO. 19-0047

RECOMMENDATION:
Staff recommends that the City Council adopt Resolution 19-0047 (Attachment):

1. Awarding a Professional Design Services Agreement to SA Associates, Inc., for the Sewer Infrastructure Improvement Project for \$205,000 in response to Request for Proposals (RFP) No. 1200-19S; and
2. Authorizing the City Manager to execute the Agreement (Attachment).

FISCAL IMPLICATIONS:
The Sewer Infrastructure Improvement Project is in the current Fiscal Year (FY) 18/19 approved Capital Improvement Program and has sufficient funds available to complete the scope of work. The

Budget and Expenditure Summary is attached.

BACKGROUND:

The City operates and maintains an extensive sanitary sewer collection system, including approximately 85 miles of wastewater pipelines. To evaluate the condition of the sanitary sewer system, staff references the 2010 Wastewater Master Plan, which provides data such as age, pipe condition, capacity demands and maintenance needs. The Plan also establishes the highest priority deficiencies for repair or replacement.

Based on the Wastewater Master Plan, staff has prioritized portions of the system with most severe structural problems and multiple deficiencies such as fractures, cracks, roots, obstructions, sags, and severe operations and maintenance issues, to be replaced over the next three budget years. Simply stated, these Sewer pipe segments are in the greatest need of attention, utilizing the most cost-effective methods available for rehabilitation.

The City requested proposals from qualified engineering firms to evaluate and provide design services for sewer infrastructure improvements on specific pipe segments identified as needing immediate attention over the next three years.

The proposed contract award is only for the first year. Assuming SA Associates, Inc. delivers high quality plans, specifications and estimates in a timely manner, staff plans to recommend amending this Agreement to provide additional design services for the second and third year given the competitive process undertaken and the substantially similar work to be performed. Our future recommendation would be based on the assumption that substantially similar unit rates would apply to the work requested.

DISCUSSION:

The Public Works Department issued a Request for Proposals on November 30, 2018, for professional design engineering services for the project. A total of seven proposals were received on January 23, 2019. Proposals were evaluated and ranked by an evaluation committee of City staff according to the following selection criteria:

- Understanding Scope of Services;
- Firm qualifications and experience performing similar work;
- Project management methods and quality control;
- Qualification and experience of key personnel;
- Qualifications and need for sub-consultants; and
- Timeliness/Schedule

The top two ranked firms were invited to an interview for further consideration. Based on the selection criteria and interview process, SA Associates, Inc. had the best overall proposal at the best value. The firm has excellent experience on similar projects and its references confirmed SA Associates, Inc. has provided outstanding services. The Proposal's scope of work and methodology were clearly outlined, sufficient resources were identified to complete the project in a timely manner, and the staff was well qualified, having previously designed many sewer infrastructure improvement projects.

The scope of work will entail:

- Preparation of plans, technical specifications and cost estimates for appropriate rehabilitation methods for pipe segments (see attached Location Map);
- Preparation of bidding documents suitable for bidding and award of a public works construction contract; and
- Design support services during the construction phase.

Once awarded, the first-year sewer infrastructure improvement project is expected to take approximately six months to complete plans, specifications, and cost estimates. The project will then be ready for construction bidding. The remaining two years will be scheduled during the appropriate fiscal years and integrated with staff workload at that time. Please note that the Agreement authorizes the City Manager to amend the Agreement with SA Associates, Inc. for up to \$20,500 should additional design work be necessary.

PUBLIC OUTREACH:

No public outreach was conducted in preparation of recommending this award. Public outreach will occur at the appropriate time as plans are developed.

ENVIRONMENTAL REVIEW:

The City has reviewed the proposed project for compliance with the California Environmental Quality Act (CEQA) and has determined that the project qualifies for a Categorical Exemption pursuant to Section 15301 Class 1 (repair and maintenance of existing public facilities, involving negligible or no expansion of use) of the State CEQA Guidelines.

LEGAL REVIEW:

The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

ATTACHMENTS:

1. Resolution No. 19-0047
2. Agreement - SA Associates, Inc.
3. Budget and Expenditures Summary
4. Location Map