



AGENCY: City Council  
MEETING DATE: December 14, 2020  
DEPARTMENT: Public Works  
PRESENTED BY: John Smith  
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## AGENDA ITEM SUMMARY

**TITLE:**

**Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with HDR Engineering, Inc. for the Water Treatment Plant Rehabilitation Project, City Project No. WTR-00017, and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$426,513; from Water Enterprise Capital Reserve Fund 615)**

**ISSUE:**

The Public Works Department released the Request for Proposals (RFP) for design services for the Water Treatment Plant Rehabilitation Project on October 20, 2020. On November 20, 2020, the City received four (4) responsive bids, although one arrived a few minutes late. The project involves numerous improvements to various portions of the Water Treatment Plant (WTP) and the bid responses were in some cases challenging to evaluate against each other, as some firms provided a single cost, while others presented a “base” cost with “extra” services to select from, but the Department was able to fairly evaluate the proposed services against the proposed cost, in order to make a recommendation.

**ANALYSIS:**

The lowest bidder is Stantec, with a proposed cost of \$174,186. The highest bidder, Brelje and Race, came in with an “estimate” of \$594,038. Coleman Engineering’s proposal included all work items, with a bid amount of \$486,430. The HDR proposal includes a base cost of \$348,460, but that price does not include necessary items such as surveying, or improvements needed for the water tank rehabilitation. The Department would like to add the pre-bid meeting attendance and bid services for an additional \$7,788. They propose a cost of \$46,280 for the tank rehabilitation and \$3,675 for surveying, for a total cost of \$406,203. Coleman and HDR proposals appear to more closely match the anticipated level of service. Both Coleman and HDR have demonstrated a strong interest in this project and have spent a substantial amount of time evaluating it in order to provide exceptional proposals.

The timeframe for the design of 177 working days is exactly the same for Coleman and HDR, while Brelje and Race anticipates 159 working days and Stantec anticipates 104 working days.

We feel that the choice is most appropriately limited to the Coleman and HDR proposals because Brelje and Race, who had the highest price, only provided an “estimate” and not a “not to exceed” amount, and the Department is concerned that Stantec did not fully appreciate the scope of work based on the very low cost proposed. The Stantec proposal was also late arriving. Coleman and HDR appear to be offering a similar level of service in their proposals and appreciate the full scope.

**RECOMMENDED ACTION:**

Staff recommends awarding the \$406,203 contract to HDR Engineering, which includes the additional tasks listed above as part of the contract. Staff also recommends that the contract include a contingency amount of 5%, for a total budget allocation of \$426,513.

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**ALTERNATIVE ACTION(S):**

Council can choose to award the contract to one of the other firms that submitted proposals or to delay contract award until a future date.

**FISCAL IMPACT:**

The 2020-2021 budget allotted \$1,900,000 for the entire project. If the contract is awarded to HDR in the amount of \$426,513, there will be \$1,473,487 remaining for construction.

**CONSISTENCY:**

The HDR proposal is consistent with the objectives of the project.

**IMPLEMENTATION/TIMEFRAMES:**

The design for the WTP Rehabilitation Project is anticipated to begin as soon as the contract is awarded and the Notice to Proceed has been issued.

**ATTACHMENTS:**

1. Resolution
2. Contract
3. HDR Proposal
4. Coleman Proposal
5. Brelje and Race Proposal
6. Stantec Proposal

**NOTIFICATION:**

HDR  
Coleman Engineering  
Brelje and Race  
Stantec