



AGENCY: City Council
MEETING DATE: November 13, 2023
DEPARTMENT: Public Works
PRESENTED BY: C. O'Neal
EMAIL ADDRESS: coneal@fortbragg.com

AGENDA ITEM SUMMARY

TITLE:

Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with HDR Engineering, Inc to Prepare the Wastewater Collection System Master Plan, City Project No. WWP-00021, and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$725,000; Account No. 716-7009-0731)

ISSUE:

On October 27, 2023, the City received one (1) timely proposal for the preparation of the City's Wastewater Collection System Master Plan from HDR Engineering, Inc. HDR is well qualified to perform the work and has an excellent record of accomplishments with the City in preparation of other studies and projects. Some recent designs completed by HDR include the Water Treatment Plant Overhaul and the Wastewater Treatment Plant upgrade. HDR also has extensive experience with the preparation of utility Master Plans nationwide.

ANALYSIS:

The purpose of the Collection System Master Plan is to evaluate existing data, collect and model new information, develop risk models, and prepare capital improvement priorities and budgets for the replacement and renovation of the City's sanitary sewer collection system. One of the primary strategies needed to successfully manage the City's wastewater assets is to develop a comprehensive Capital Improvement Plan that we can confidently rely on year after year to provide the right balance that considers replacing aging infrastructure as well as meeting growth and redevelopment, capacity, and reliability needs.

A review of the submittal prepared by HDR shows the firm clearly understands the tasks at hand including quality control, and has the experience and qualifications necessary to focus on assignment and coordination of resources necessary to complete the tasks properly, on schedule, and within budget. Attached to this report is the Request for Proposals (Attachment 2) which established the parameters for the project as well as the scope of work excerpt from HDR's proposal (Attachment 3).

The proposal included an optional task for Closed Circuit Television (CCTV) to include inspection of up to 3 miles of the City's gravity mains to get a representative sample of the system with an additional cost of \$87,295. After internal discussions and conversations with the consultant, it was determined that this work should be incorporated as it is integral in the decision-making process for identifying and categorizing pipe improvement projects as described in subtasks 1.5 and 1.6 of the Scope of Work (Attachment 3). Due to budget constraints, staff met with the consultant to negotiate a modified contract amount to include CCTV and stay within budget. Additional CCTV will be completed if the budget becomes

available. The original Budget and Schedule of Charges along with the revised CCTV line item are included in Attachment 4.

RECOMMENDED ACTION:

Adopt Resolution approving Professional Services Agreement with HDR Engineering, Inc., to prepare the Wastewater Collection System Master Plan, City Project No. WWP-00021, and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$725,000; Account No. 716-7009-0731).

ALTERNATIVE ACTION(S):

1. Further review the scope of charges and negotiate a different contract amount; or
2. Reject proposals and solicit a new Request for Proposals (RFPs).

FISCAL IMPACT:

\$750,000 was budgeted for the preparation of the Wastewater Collection System Master Plan from the Wastewater Enterprise Fund in the 2023/24 Fiscal Year. The City executed a small contract with HDR in August 2023 to provide collection system hydraulic modeling services and flow monitoring planning services to plan the location of the proposed flow monitoring devices before the rainy season. This contract was in the amount of \$24,500, leaving \$725,500 available for the remaining work. HDR's revised proposal amount of \$725,000 fits within the budget.

GREENHOUSE GAS EMISSIONS IMPACT:

There is little to no increase in Greenhouse gas emissions associated with the preparation of the Wastewater Collection System Master Plan.

CONSISTENCY:

General Plan Element 3 Public Facilities is intended to identify essential public facilities and services and to describe policies and programs that will ensure that the existing and future population of Fort Bragg is provided with the best feasible level of public services and infrastructure. This Element hosts policies ranging from ensuring infrastructure is maintained to planning for long-term solutions and system-wide resiliency.

Element 7 Safety deals with the protection of the community from unreasonable risks associated with the effects of earthquakes, landslides, slope instability, subsidence, other geologic hazards, flood, and fire. The preparation of the Wastewater Master Plan is an important step to fulfilling the policies, goals, and programs established in the General Plan by gaining a better understanding of the current system, analyzing risks, and planning projects systematically to ensure a robust Wastewater collection system for the citizens of Fort Bragg.

IMPLEMENTATION/TIMEFRAMES:

Bid Opened – October 2023

Contract Notice to Proceed – November 2023

Mapping and Modeling – through July 2024

Analysis and Capital Project Planning – through January 2025

Final Project Report and Closeout – May 2025

ATTACHMENTS:

1. Resolution ID PSA Wastewater Master Plan
2. Request for Proposals
3. HDR Scope of Work
4. Budget and Scope of Charges with Changes

NOTIFICATION:

1. Arashdeep Singh, P.E., Aarshdeep.Singh@hdrinc.com