



AGENCY: City Council
MEETING DATE: April 9, 2018
DEPARTMENT: Public Works
PRESENTED BY: John Smith
EMAIL ADDRESS: jsmith@fortbragg.com

AGENDA ITEM SUMMARY

TITLE:

RECEIVE REPORT AND CONSIDER ADOPTION OF CITY COUNCIL RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH SHN ENGINEERS & GEOLOGISTS, INC. TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES FOR THE WASTEWATER TREATMENT PLANT UPGRADE PROJECT, CITY PROJECT NO. 2018-01, AND AUTHORIZING CITY MANAGER TO EXECUTE CONTRACT (AMOUNT NOT TO EXCEED \$1,105,500; ACCOUNT NO. 716-7001-0731)

ISSUE:

A Construction Management team is necessary for proper oversight of construction activities for the Wastewater Treatment Plant (WWTP) Upgrade Project, and to ensure that the project is constructed according to funding source requirements, safety regulations, plans and specifications. The Construction Management Team will also manage all paperwork including Requests for Information (RFI's), submittals, daily quantities, change orders and invoicing for the project.

ANALYSIS:

The City has spent several years working toward improving the wastewater treatment plant. In 2012 we began working with NV5 Engineering to complete a pre-design study that would provide confirmation that some of our current process equipment would be adequate for continued use with the recommended treatment system. It was not until 2015 that HDR, Inc. would begin the design of the Aero-Mod treatment system and other improvements. During this period of design, work was also completed to secure funding for construction. This project is the largest project that the City has ever undertaken. The complexity of this project requires a construction management team with multiple experts in a number of fields to make the project successful.

On February 15, 2018, the City issued a Request for Proposals (RFP) for Construction Management Services for the WWTP Upgrade Project, seeking a well-rounded engineering firm that could handle the challenges of this project. On March 9, 2018, three responsive proposals were received from the following Consultants:

- **SHN Consulting Engineers & Geologists, Inc.**, Willits – Proposal Amount \$1,105,500
- **LACO Associates, Inc.**, Ukiah – Proposal Amount \$1,360,000
- **4Leaf, Inc.**, Pleasanton – Proposal Amount \$1,297,865

SHN Engineers & Geologists, Inc. (SHN) was determined by staff to be proficient. They submitted a solid proposal and provided the information the interview panel needed to make a decision. SHN is a fully-qualified local engineering firm that specializes in this work, providing expert construction observation and quality control. In their Willits office, they offer services in engineering, geosciences, surveying, materials testing, and biological sciences. Equally as important to the construction oversight is the very large amount of paperwork. Our two funding sources require a sizable amount of documentation and reporting, adding an additional layer of complexity to the project. Organization of this paperwork will be critical to keep the project moving toward successful project completion.

AGENDA ITEM NO. 7A

There will inevitably be challenges during construction. Some we know and are planning for and some are not foreseen. This is why we assemble a great team. There will be difficult situations that require working together to solve whatever is necessary to complete the work safely and efficiently.

RECOMMENDED ACTION:

Adopt City Council Resolution Approving Professional Services Agreement with SHN Engineers & Geologists, Inc. to Provide Construction Management and Inspection Services for the Wastewater Treatment Plant Upgrade Project, City Project No. 2018-01, and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$1,105,500; Account No. 716-7001-0731).

FISCAL IMPACT:

As anticipated, the total Wastewater Treatment Plant Upgrade Project budget for construction management, engineering services and construction is \$14,454,000.

IMPLEMENTATION/TIMEFRAMES:

Following Council action to award the contract, the contract can be executed. Construction is anticipated to begin in June 2018 and be completed in June 2020.

ATTACHMENTS:

1. Resolution
2. RFP
3. SHN Contract

NOTIFICATION:

1. SHN Engineers & Geologists, Inc.