



Legislation Details (With Text)

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Title: Staff Report for a City of San Leandro City Council Resolution to Approve a Consultant Services Agreement for \$196,170 with Lee & Ro, Inc. for the Preparation of As-Built Plans for the Water Pollution Control Plant; Project No. 08-593-52-239; to Authorize the City Manager to Negotiate and Approve an Amendment up to 10% of the Original Contract Amount, and to Appropriate \$265,790 for the Project from the Water Pollution Control Plant Fund Balance

Sponsors: Keith Cooke

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Date	Ver.	Action By	Action	Result
5/6/2019	1	City Council	Received and Filed	Pass

Staff Report for a City of San Leandro City Council Resolution to Approve a Consultant Services Agreement for \$196,170 with Lee & Ro, Inc. for the Preparation of As-Built Plans for the Water Pollution Control Plant; Project No. 08-593-52-239; to Authorize the City Manager to Negotiate and Approve an Amendment up to 10% of the Original Contract Amount, and to Appropriate \$265,790 for the Project from the Water Pollution Control Plant Fund Balance

SUMMARY AND RECOMMENDATIONS

This consultant services agreement (CSA) with Lee & Ro, Inc. will provide for the preparation of record drawings/as-built plans for the Water Pollution Control Plant Rehabilitation project.

Staff recommends that the City Council take the following actions:

- Approve the Amount and Authorize the City Manager to Execute the Consulting Service Agreement with Lee & Ro, Inc. in the amount of \$196,170;
- Authorize the City Manager to negotiate and approve an amendment up to 10% (or \$19,617) of the original contract; and
- Appropriate \$265,790 from the Water Pollution Control Plant Enterprise fund balance for this CSA and associated administrative cost.

BACKGROUND

The City owns and operates a sewage treatment facility on a twelve-acre parcel located at 3000 Davis Street, the Water Pollution Control Plant (WPCP), which treats residential, commercial and industrial wastewater for two-thirds of the City. Between 2011 and 2015, the facility went through a

major \$54.5 million reconstruction to bring the facility into compliance with current environmental requirements. In addition to constructing underground piping, the project constructed new structures such as a primary clarifier, a biofilter for odor control, an electrical building with 6kw electrical service, a fixed film reactor (FFR) recirculation structure, a grit facility and an equalization pond. In addition to the new facilities, the project also replaced the FFR lift station, the headworks and influent pump station, the primary effluent equalization facilities and the WPCP's backup power system. Finally, the project also renovated primary clarifiers, digesters, equalization tanks, and pumping systems structures.

The contract required the contractor to provide the City with record drawings ("as-builts") of the work. During construction several unforeseen conditions were encountered, which resulted in several design changes. Consequently, construction delays occurred. During the push towards substantial completion and eventual acceptance, the prime contractor provided only limited record drawings. To avoid lengthy and potentially costly litigation with the prime contractor resulting from the aforementioned issues, the City negotiated the issues related to the construction delays and limited record drawings into a final settlement. Staff believes that producing the record drawings, rather than relying upon the prime contractor, will reduce the City's overall risk exposure, save money and maintain quality control. Record drawings/as-built plans are vitally important, especially for accurately identifying locations of underground items constructed in the project. These construction elements are currently documented in several formats. This work will consolidate these elements in a single location and format to the benefit of the City and future work at the WPCP.

Analysis

Staff requested proposals from civil engineering consulting firms for the preparation of the record drawings/as-built plans for the subject project and received proposals from Lee & Ro, Inc. and Carollo Engineers. Though the proposal request included a preference for local businesses, neither of the proposers are located within San Leandro. Lee & Ro, Inc. was selected as the most qualified firm to provide the services based on its technical ability and an extensive portfolio of high quality similar projects.

To complete the subject project, staff also requests an appropriation of funds in the amount of \$265,790, of which \$215,787 will be budgeted for the consultant services agreement and \$50,003 will be budgeted for staff time required to manage the implementation of the subject CSA. From time to time, changes to the scope of contracts are necessary to respond to new information and/or to include additional items of work necessary for a complete project. In order to resolve these issues in a timely fashion and avoid delaying work, staff requests authorization to issue a contract amendment to the consultant up to 10% (or \$19,617) of the original contract amount.

Current Agency Policies

Maintain and enhance San Leandro's infrastructure

Previous Actions

- On May 2, 2016, by Resolution No. 2016-051, the City Council accepted the work for the WPCP Rehabilitation Project.

- On September 19, 2016, by Resolution No. 2016-120, the City Council approved a Consulting Services Agreement with Carollo Engineers related to the WPCP Rehabilitation Project in the amount of \$375,589 for close-out consulting services and for services not completed under prior agreement.

Applicable General Plan Policies

Policy CSF 6.4: Wastewater Collection and Treatment. Maintain efficient, environmentally sound, and cost-effective wastewater collection and treatment services in San Leandro.

Fiscal Impacts

The total estimated project cost is \$265,790 as detailed below:

Consulting Services Agreement	\$196,170	
Contract Amendment (estimated at 10%)	\$19,617	
<u>Staff time required for oversight of CSA</u>	<u>\$50,003</u>	
Total estimated cost:		\$265,790

Budget Authority

Staff requests City Council approval to appropriate \$265,790 from the WPCP Fund Balance to the WPCP operating expenditures as follows:

<u>Account No.</u>	<u>Description</u>	<u>Amount Req.</u>
593-52-250-4000	WPCP Salaries and Benefits	\$50,003
593-52-250-5120	WPCP Consulting	196,170
593-52-250-5120	WPCP Consulting (change orders)	<u>19,617</u>
Total Appropriation		\$265,790

Attachment to Related Legislative Files

- Attached to Resolution:
 - Consultant Services Agreement with Lee & Ro, Inc.

PREPARED BY: Austine Osakwe, Senior Engineer, Engineering and Transportation Department.