



AGENDA MEMORANDUM

Future Item for the City Council Meeting of November 17, 2015
Action Item for the City Council Meeting of December 8, 2015

DATE: November 3, 2015

TO: Ronald L. Olson, City Manager

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Engineering Contract

Wastewater Treatment Plant Consolidation Program Development

CAPTION:

Motion authorizing the City Manager or designee to execute a professional services contract with Stantec Consulting Services, Inc. of San Antonio, Texas in the amount of \$1,427,186 for the Wastewater Treatment Plant Consolidation Program to develop a phased project implementation plan.

PURPOSE:

The purpose of this agenda item is to obtain authority to execute a professional service contract for the Wastewater Treatment Plant Consolidation Program Development.

BACKGROUND AND FINDINGS:

The City's Wastewater Department currently operates and maintains a wastewater collection and treatment system which consists of 6 wastewater treatment plants, 1,282 miles of wastewater lines, 109 miles of force mains, and 100 lift stations. Improvements and expansion costs for the wastewater system continue to mount due to the systems age and changes to discharge requirements imposed by the Texas Commission of Environmental Quality. The projected growth of the City is will require construction of repairs and expansions at several of the plants in the next 5 to 10 years. In an effort to improve efficiencies and reduce costs, the City has decided that, with the exception of the New Broadway Wastewater Treatment Plant, all other wastewater treatment plants be consolidated. This consolidation will result in operational and maintenance cost savings and the ability to use treated wastewater effluent as a non-potable water supply on a more comprehensive basis.

The objective of this project is to determine the best strategy for the development and implementation of a long-range wastewater treatment plant consolidation program. This contract will conclude with an approved Project Implementation Manual (PIM) which includes infrastructure requirements for supporting trunk main and pumping capacities, overall program schedule, procurement requirements, sequencing, and budgetary requirements for each element. The plan will be developed to minimize the impact to rate payers for the recommended improvements. This project is divided into three phases.

- Phase 1: Develop an optimal WWTP configuration scenario
- Phase 2: Develop an implementation phasing plan
- Phase 3: Develop an implementation programming schedule and budgets

As part of this contract, the A/E, Stantec Consulting Services, Inc. will hold regular meetings with City staff and key project stakeholders to establish objectives, track progress, identify risks review the draft plan at the conclusion of each phase and obtain public comment and input into the plan. The consultant will provide a summary report indicating the most up to date status of all project deliverables, a monthly status report of all work completed to date, a decision log which identifies all critical project decisions and actions and quality control documentation. The PIM has specific deliverables including thirteen (13) technical memorandums, a risk register with mitigation strategies, a capital plan, a phasing plan, interim operations schedule, stakeholder management plan and implementation plan and schedule. This project is scheduled for completion within 210 calendar days.

Stantec Consulting Services, Inc. was chosen for this project through a two-phase Request for Qualifications (RFQ) to select the Most Qualified consultant for the Wastewater Treatment Plant Consolidation Program Development project. This RFQ was issued in June 2015.

For Phase 1 of the RFQ, seven proposals were received and evaluated with five shortlisted to proceed to RFQ Phase 2 of Presentation and Interview. Stantec Consulting Services, Inc. was determined as the Most Qualified consultant by the Selection Committee after RFQ Phase 2 of Presentation and Interview.

ALTERNATIVES:

1. Authorize the execution of the engineering contract.
2. Do not authorize the execution of the engineering contract. (Not Recommended)

OTHER CONSIDERATIONS:

Not applicable

CONFORMITY TO CITY POLICY:

Conforms to City Fiscal Policy

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

Utilities Department

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year 2015-2016	Project to Date Expenditures	Current Year	Future Years	TOTALS
Line Item Budget		1,500,000		1,500,000
Encumbered / Expended Amount				
This Item		1,427,186		1,427,186
Future Anticipated Expenditures This Project		72,814		72,814
BALANCE		0.00		0.00

Fund(s): Wastewater CIP #21

Comments: This project requires approximately 210 calendar days with anticipated completion in August 2016. The amendment will result in the expenditure of an amount not to exceed \$1,427,186.

RECOMMENDATION:

City Staff recommends approval of the professional services contract with Stantec Consulting Services, Inc. of San Antonio, Texas in the amount of \$1,427,186 for the Wastewater Treatment Plant Consolidation Program Development.

LIST OF SUPPORTING DOCUMENTS:

Project Budget
Location Map
Contract
Presentation