



AGENDA MEMORANDUM

Future Item for the City Council Meeting of August 9, 2016
Action Item for the City Council Meeting of August 16, 2016

DATE: July 22, 2016

TO: Margie C. Rose, City Manager

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<u>Engineering Master Service Agreement</u>
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Water and Wastewater Treatment On-Call Support
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CAPTION:

Motion authorizing the City Manager, or designee, to continue Water and Wastewater Treatment On-Call Support services by executing Amendment No. 1 to a Master Services Agreement (MSA) with LNV Inc. of Corpus Christi, Texas in the amount of \$600,000, for a total restated fee not to exceed \$635,000 for the Water and Wastewater Treatment On-Call Support project. The project provides for a one-year base contract and allows for two (2) optional one-year administrative renewals/extensions beyond the original one-year base contract, subject to availability of funding and satisfactory consultant performance.

PURPOSE:

The purpose of this Agenda Item is to approve a Master Services Agreement for the Water and Wastewater Treatment On-Call Support project.

CIP DESCRIPTION: Water and Wastewater Treatment On-Call Support (E16264)

This project is included in the approved FY 2015 – 2016 Capital Improvement Planning Guide. This project provides the Utility Department with technical support. The Consultant shall assist the City of Corpus Christi in developing project scopes, cost estimating, design and constructability peer review, cost and schedule control, design management, and other support services required by the Treatment Division of the Utilities Department. The Consultant should be able to demonstrate experience in all aspects of water and wastewater treatment, distribution and collection. Wastewater treatment should include primary, secondary and tertiary treatment as well as wastewater reuse. Treatment plant experience should include up to 10 MGD capacity. The Consultant should also have electrical engineering capacity for low and medium voltage power distribution. This will be a task order contract driven by immediate needs.

BACKGROUND AND FINDINGS:

The Utility Department operates and manages the O.N. Stevens Water Treatment Plant (ONSWTP) and six wastewater treatment plants. This project provides technical support and assistance for the operational, maintenance, diagnostic and design matters for the plants and systems.

This professional services agreement is being issued as a Master Service Agreement (MSA) to provide the required technical support required for the successful treatment of the city's water and wastewater systems. The MSA contract specifies basic scope, terms and conditions that will govern future Task Orders. Future Task Orders will be issued with specific scopes of work and associated fees. The total MSA contract fee is limited to the not to exceed amount of the MSA contract. Future Task Orders will be administratively issued by the Director of Engineering Services or designee.

LNV, Inc. was selected as the Consultant Engineer for this project through the Transportation and Utilities Request for Qualifications No. 2016-01.

ALTERNATIVES:

1. Authorize the execution of the contract.
2. Do not authorize the execution of the 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 Budget & Expenditures	Current Year	Future Years	TOTALS
Line Item Budget		\$520,500	\$1,800,000	\$2,320,500
Encumbered / Expended Amount		35,000		35,000
This Item (Year One)		300,000	300,000	600,000
Future Anticipated Expenditures This Project		86,217	1,372,435	1,458,652
BALANCE		\$99,283	\$127,565	\$226,848

Fund(s): Water CIP #7

Comments: This amendment will result in an expenditure not to exceed \$600,000 for Year One.

RECOMMENDATION:

City Staff recommends approval of Amendment No. 1 to a Master Services Agreement (MSA) with LNV Inc. of Corpus Christi, Texas in the amount of \$600,000, for a total restated fee not to exceed \$635,000 for the Water and Wastewater Treatment On-Call Support project and approval of a one-year base contract with two (2) optional one-year administrative renewals/extensions.

LIST OF SUPPORTING DOCUMENTS:

Project Budget
Location Map
Presentation
Contract
Form 1295