



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Katy Allen

**SUBJECT:** SEE BELOW

**DATE:** 05-22-06

Approved *Deana Astna*

Date *5/26/06*

**COUNCIL DISTRICT:** City-Wide

**SUBJECT: MASTER AGREEMENT FOR CONSULTANT SERVICES WITH SCHAAF & WHEELER CONSULTING CIVIL ENGINEERS FOR HYDRAULIC ANALYSIS AND PUMP STATION REHABILITATION**

## **RECOMMENDATION**

Approval of a consultant master agreement with Schaaf & Wheeler Consulting Civil Engineers, for consultant services including engineering services for the rehabilitation of storm pump stations and an analysis of Alviso sub-watershed areas, for the period June 24, 2006 through December 31, 2010, in a total amount not to exceed \$400,000.

CEQA: Not a project.

## **OUTCOME**

Approval of this master agreement with Schaaf & Wheeler Consulting Civil Engineers (Schaaf & Wheeler) will initiate the analysis of the Alviso storm drainage sub-watershed and potential renovation of the Gold Street Storm Pump Station.

## **BACKGROUND**

The electronic controls and communications of the Gold Street Pump Station must be updated. In addition, a hydrologic study of the Alviso sub-watershed and the pump station needs to be undertaken to identify necessary storm drainage improvements.

## **ANALYSIS**

In January 2006, the Department of Public Works issued a formal Request for Qualifications (RFQ) for various engineering services, including hydraulic analyses of targeted City sub-watersheds and miscellaneous storm drainage improvements. A multi-departmental panel evaluated the qualifications of the three consulting engineering firms which responded to the RFQ and their performance in structured interviews. Evaluations were based on the following selection criteria:

- The level of quality provided by the technology and methodology proposed;
- The necessary qualifications, experience, organization, technical and managerial staff, and equipment and facilities to carry out the work;
- Prior experience on related or similar projects and the accessibility/availability of the individuals working on this project;
- Ability to complete the work within a proposed time schedule.
- Consideration of the firm's standing as a local firm and small business

Based on the expertise and knowledge base of the consultants, the panelists assigned each firm a portion of the engineering services specified by the master agreement.

Staff proposes to retain Schaaf & Wheeler for the following services: An analysis and design of improvements to the Gold Street Storm Pump Station, an investigation of the electronic controls at the pump station, and an analysis of the hydraulics of the Alviso storm drainage system. The following additional criteria were used in selecting this consultant:

- Familiarity with the hydraulics and drainage issues in Alviso area;
- Working relations with the regulatory agencies that have interest in the Alviso area;
- A demonstrated understanding of each item proposed;
- Schaaf & Wheeler qualifies as both a local firm and small business as defined in the City's consultant selection process.

This master agreement will be administered with individual service orders. Each service order will specify the scope of services that Schaaf & Wheeler must perform and the compensation to which it would be entitled upon delivery of all specified services. The sum of all service orders may not exceed \$400,000.

## **ALTERNATIVES**

The Department of Public Works explored the in-house contracting alternative and determined that City staff does not have the required expertise and experience in hydrologic and hydraulic engineering and computer modeling to analyze the storm drain system and to design the needed renovations for the Gold Street Pump Station. It should be noted that although the recent

rehabilitation of the Willow Street Storm Pump Station was designed and managed by Public Works staff, the Gold Street Pump station warrants the assistance of an experienced consultant firm.

Public Works staff will gain experience by working in cooperation with this specialized consultant effort and will construct any capital improvements that result from this system evaluation. This type of focused hydraulic evaluation does not warrant the addition of permanent staffing in the Storm Engineering Section at this time due to the lack of sustaining workload throughout the year and throughout the 5-year CIP, and due to the modest size of the Storm Capital Budget.

### **PUBLIC OUTREACH**

The Request for Qualification Submittals was listed on the City Internet bid line and advertised in the *San José Post Record*.

### **COORDINATION**

This agreement and memorandum were coordinated with the Departments of Transportation and Planning, Building and Code Enforcement, the City Attorney's Office and the City Manager's Budget Office. This agreement has also been coordinated with the City's Contracting-in Committee.

### **COST IMPLICATIONS**

1. AMOUNT OF RECOMMENDATION: \$400,000

2. COST OF AGREEMENT:

Consultant Basic Services	\$400,000
Consultant Additional Services	<u>20,000</u>
TOTAL	\$420,000

3. SOURCE OF FUNDING: 469 - Storm Sewer Capital Fund

4. FISCAL IMPACT: This project is consistent with the Council-approved Budget Strategy Economic Recovery section in that it will spur construction spending in our local economy. The proposed operating and maintenance costs of this project have been reviewed, and it has been determined that the project will have no significant adverse impact on the General Fund operating budget.

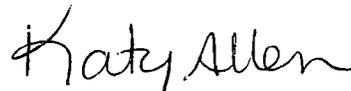
**BUDGET REFERENCE**

Fund #	Appn #	Appn. Name	RC #	Total Appn.	Amt. for Contract	2005-2006 Adopted Budget (Page)	Last Budget Action (Date, Ord. No.)
469	5150	Storm Pump Station Rehab & Replacements	TBD	\$647,000	See below*	Capital V-216	10/18/05, 27580
469	4483	Minor Neighborhood Storm Drain Improvements	TBD	\$900,000	See below*	Capital V-212	N/A

\* Expenditures and encumbrances will be charged to capital appropriation identified upon issuance of service orders under this Master Agreement.

**CEQA**

CEQA: Not a project.



KATY ALLEN

Director, Public Works Department

For questions please contact TIMM BORDEN, DEPUTY DIRECTOR, at 408-535-8300.

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