



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Katy Allen

**SUBJECT:** SEE BELOW

**DATE:** 11-20-06

Approved

*Katy Allen*

Date

*11/22/06*

**COUNCIL DISTRICT:** City-Wide

**SUBJECT: MASTER AGREEMENT WITH V&A CONSULTING ENGINEERS FOR CONSULTANT SERVICES FOR FLOW MONITORING OF THE CITY'S SANITARY SEWER SYSTEM**

## RECOMMENDATION

Approval of the master agreement with V&A Consulting Engineers for consultant services for flow monitoring of the City's Sanitary Sewer System from the date of execution to December 31, 2011, in a total amount not to exceed \$2,000,000.

## OUTCOME

The executed master agreement will allow staff to utilize the consultant to provide dry weather and wet weather flow monitoring services to support capacity studies, project design alternatives, and the development review process.

## BACKGROUND

The City completed the Sanitary Sewer Master Plan Capacity Assessment-Phase I for the City's South, Central and North service areas in December 2004. The Phase II studies for the East and West areas are underway. One essential component in preparation for the sewer capacity studies is to obtain dry and wet weather flow data. The sewer flow data will assist staff in evaluating sewer performance so that capacity deficiencies and improvement solutions can be identified through master planning studies.

Flow data is also needed to continually update and calibrate the sewer modeling tools to reflect recently approved General Plan Amendments, especially in North San José. In addition, flow monitoring will also be used to detect and quantify groundwater infiltration into the sewer system. Sewers with identified groundwater infiltration will then be repaired through capital improvement projects.

Flow monitoring will also assist staff in the evaluation and prioritization of sewer capital improvement projects and the review of private development projects.

The City's sanitary collection system includes over 2,150 miles of sewer mains ranging from 6-inches to 90-inches in diameter. Due to this large service area, the desired number of wet-weather flow monitoring sites may approach 100 or more to capture the results from the peak storm of the season.

## **ANALYSIS**

In October 2005, the Department of Public Works issued a formal Request for Qualifications (RFQ) for flow monitoring services, including data management and analysis. The RFQ conformed to the consultant selection process per the 2004 Council approved Qualifications Based Consultant Selection (QBCS) Policy; Section 3.3.3.b.5; Negotiations for Major Processes.

Past experience with flow monitoring projects has demonstrated that the City benefits from utilizing flow monitoring services from multiple firms to ensure the ability to quickly obtain flow data for capacity studies, capital projects and infiltration reduction projects, and to project sewer flows from future private development projects. Staff determined to secure the services from several highly qualified flow monitoring firms through this RFQ.

An interview board panel familiar with flow monitoring requirements and the City's sewer collection system included the Project Manager, Senior Engineer and Principal Engineer from the Department of Public Works, a Sanitary Engineer from the Department of Transportation, and a Senior Engineer from the West Valley Sanitation District (a tributary sewer agency). The interview panel evaluated the qualifications of the eight flow monitoring firms that responded to the RFQ and selected the following six firms for structured interviews:

<u>Company/Firm</u>	<u>City, State of Business</u>
GEOtivity, Inc. (GEOtivity)	Kelowna, BC
V&A Consulting Engineers, Inc.	Oakland, CA
ADS Environmental Services, Inc. (ADS)	San Diego, CA
MGD Technologies, Inc.	San Diego, CA
E2 Consulting Engineers, Inc.	Emeryville, CA
SFE Global	Sacramento, CA

Due to the specialized nature of these consultant services, there are not many firms in the market, and none from the South Bay Area responded to the RFQ.

Evaluations were based on the following criteria:

- Past and current experience on related or similar projects
- The company's ability and availability to support aggressive project schedules
- The company's communication and management approach working with public agencies
- The company's method of QC/QA in meter calibration, data collection and processing

- Metering equipment utilized in the project
- The data management tool for data processing and reporting
- The company's approach for groundwater and inflow/infiltration analysis
- Consideration of the firm's standing as a local firm and small business

Upon conclusion of the interviews, staff selected the three highest-ranked firms (GEOtivity, V&A and ADS) for flow monitoring services. Master agreements with GEOtivity and ADS were approved by Council in June and October 2006, respectively.

V&A Consulting Engineers (V&A) is the third and final master agreement negotiated under this RFQ effort. V&A has performed well on past flow monitoring projects for the City and has responded to on-demand flow monitoring needs in a timely manner.

V&A's scope of services includes:

- Groundwater infiltration investigation and monitoring
- On-demand flow monitoring
- Inflow and infiltration basin isolation and reconnaissance
- Man-entry gravity sewer inspection and pressure pipe inspection

This master agreement will be administered with individual service orders. Each service order will specify the scope of services that V&A 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 \$2,000,000 under a master agreement within a 5-year term.

### **POLICY ALTERNATIVES**

Not applicable.

### **PUBLIC OUTREACH**

- ✓ **Criteria 1:** Requires Council action on the use of public funds equal to \$1 million or greater; **(Required: Website Posting)**
- Criteria 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criteria 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

This item meets Criteria 1: Requires Council action on the use of public funds equal to \$1 million or greater. To solicit consultants, the RFQ was listed on the City's Internet Bid Line and

advertised in the *San José Post Record*. This memorandum will be on the City's website for the December 12, 2006 Council agenda.

### **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.

### **FISCAL/POLICY ALIGNMENT**

This agreement is consistent with the Council-approved Budget Strategy for Economic Recovery in that the flow-monitoring consultant retained under this agreement will assist sewer master planning studies to identify capital improvement projects that will spur construction spending in our local economy.

### **COST IMPLICATIONS**

1. AMOUNT OF RECOMMENDATION: Not to exceed \$2,000,000

Agreement (not to exceed)	\$2,000,000
Management	<u>400,000</u>
TOTAL	\$2,400,000

2. COST ELEMENTS OF AGREEMENT: The flow monitoring services are reimbursed on a per site per week basis. The price for flow monitoring services ranges from \$450 to \$2,000 per site per week depending on the duration of the monitoring. The prices for groundwater infiltration investigation and sewer inspection services range from \$4,000 to \$7,000 per day for various types of investigation.
3. SOURCE OF FUNDING: 540 – Sanitary Sewer Connection Fee Fund  
545 – Sewer Service and Use Charge Capital Improvement Fund.
4. FISCAL IMPACT: The proposed operating and maintenance costs of this project have been reviewed, and staff has 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*	2006-2007 Adopted Capital Budget (Page)	Last Budget Action (Date, Ord. No.)
540	4964	Flow Monitoring Program-Master Planning	137629	\$2,521,000		V - 79	10/17/06, Ord. No. 27888
545	6444	Inflow and Infiltration Reduction	144669	\$3,905,000		V - 72	10/17/06, Ord. No. 27888

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

**CEQA**

CEQA: Exempt, File No. PP05-274.



KATY ALLEN

Director, Public Works Department

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

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sg110706cm-VAMasterAgreement