

STAFF REPORT



CITY OF OCEANSIDE

DATE: December 8, 2010

TO: Honorable Mayor and City Councilmembers

FROM: Water Utilities Department

SUBJECT: **APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERING FOR THE PREPARATION OF A FACILITY MASTER PLAN WITH NEEDS ASSESSMENT FOR THE LA SALINA WASTEWATER TREATMENT PLANT**

SYNOPSIS

Staff and the Utilities Commission recommend that the City Council approve a professional services agreement in an amount not to exceed \$99,673 with Carollo Engineers of Oceanside, for the preparation of a facility master plan with needs assessment for the La Salina Wastewater Treatment Plant; and authorize the City Manager to execute the agreement (Exhibit A).

BACKGROUND

The City of Oceanside owns and operates the La Salina Wastewater Treatment Plant (La Salina) located at 1330 South Tait Street in the City of Oceanside. This facility, which was originally constructed and placed into operation in 1949, has gone through periodic expansions to keep up with increasing flows and has had various on-site rehabilitation projects.

Currently, the La Salina treatment facility is permitted for 5.5 million gallons a day (MGD) (secondary treatment) and has a Class B sludge disposal license for land application which currently averages 4,000 wet tons a year.

The capacity of the existing plant is adequate; however, several structural and mechanical issues need to be addressed for the plant along with the preparation of a facilities master plan. The facilities master plan will allow for capital projects to be identified and for integration of the capital needs with the budget and the rates processes.

ANALYSIS

On August 30, 2010, a Request for Proposal (RFP) for the preparation of a facility master plan with needs assessment was sent to nine qualified firms that were listed on the Water & Wastewater Consultant List provided by the Public Works—Engineering Division (Exhibit B).

On September 29, 2010, the Water Utilities Department received proposals from three of the nine consulting firms; staff performed a review of the proposal for accuracy and completeness. Staff has determined that the Carollo Engineers proposal includes the required items as outlined in the RFP. The anticipated start date is January 6, 2011, and the project will take approximately 120 days to complete for an expected completion date in May 2011.

FISCAL IMPACT

The funding source for the project is the Wastewater Fixed Asset Replacement Fund (722) that is funded by wastewater rates. The Miscellaneous Wastewater Projects business unit (909978000722.5305) in the Wastewater Fixed Asset Replacement Fund has an available balance of \$737,739; the total for the preparation of the facility master plan with needs assessment is \$99,673. Therefore, adequate funds will be available for the project.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

INSURANCE REQUIREMENTS

The City's standard insurance requirements will be met.

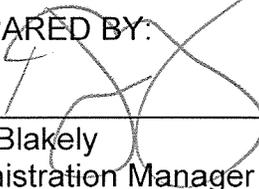
COMMISSION OR COMMITTEE REPORT

The Utilities Commission approved staff's recommendation at its scheduled meeting on November 22, 2010.

RECOMMENDATIONS

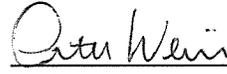
Staff and the Utilities Commission recommend that the City Council approve a professional services agreement in an amount not to exceed \$99,673 with Carollo Engineers of Oceanside, for the preparation of a facility master plan with needs assessment for the La Salina Wastewater Treatment Plant; and authorize the City Manager to execute the agreement (Exhibit A).

PREPARED BY:



Greg Blakely
Administration Manager

SUBMITTED BY:



Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager



Cari Dale, Water Utilities Director



 Teri Ferro, Financial Services Director



Exhibit A – Professional Services Agreement
Exhibit B – RFP Mailing List

CITY OF OCEANSIDE

PROFESSIONAL SERVICES AGREEMENT

LA SALINA WASTEWATER TREATMENT PLANT – FACILITY MASTER PLAN [909978000722]

THIS AGREEMENT, dated _____, 2010 for identification purposes, is made and entered into by and between the CITY OF OCEANSIDE, a municipal corporation, hereinafter designated as “CITY”, and CAROLLO ENGINEERS, hereinafter designated as “CONSULTANT”.

RECITALS

- A. CITY desires to obtain professional engineering services from an independent contractor for the above named project.
- B. CONSULTANT has submitted a proposal to provide engineering services for the CITY in accordance with the terms set forth in this Agreement.
- C. CITY desires to contract with CONSULTANT as an independent contractor and CONSULTANT desires to provide services to CITY as an independent contractor.
- D. CONSULTANT has demonstrated its competence and professional qualifications necessary for the satisfactory performance of the services designated herein by virtue of its experience, training, education and expertise.

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

- 1.0 **SCOPE OF WORK.** The project is more particularly described as follows:
Perform all work required to compile a facility master plan with needs assessment as described in the CONSULTANT’s Scope of Work dated November 1, 2010, and attached hereto and incorporated herein as Exhibit A.
- 1.1 **PROFESSIONAL SERVICES PROVIDED BY CONSULTANT.** The professional services to be performed by CONSULTANT shall consist of but not be limited to the following:
 - 1.1.1 Work closely with the Water Utilities Director in performing work in accordance with this Agreement in order to receive clarification as to the result which the CITY expects to be accomplished by CONSULTANT. The Water Utilities Director, under the authority of the City Manager, shall be the CITY’S authorized representative in the interpretation and enforcement of all work performed in connection with this Agreement. The Water Utilities Director may delegate authority in connection with this Agreement to the Water Utilities Director’s designees. For the purposes of directing the CONSULTANT’S performance in accordance with this Agreement, the Water Utilities Director delegates authority to Jason Dafforn.

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- 1.1.2 In compliance with Government Code section 7550, the CONSULTANT shall include a separate section in the proposal prepared pursuant to this Agreement, which contains a list of all the subcontractors and dollar amounts of all contracts and subcontracts required for the preparation of work described in this Agreement.
- 1.1.3 Visit and carefully examine the location of the project as often as necessary to become acquainted with all conditions which are visible or could reasonably be discovered, and which might have an impact upon the construction of the project.
- 1.1.4 Design, prepare and submit to the Water Utilities Director, plans and specifications for the construction of the project as described in the Scope of Work, and in the time and manner set forth in this Agreement.
- 1.1.5 Provide office and field assistance to the City during the bidding and construction periods upon request by Water Utilities Director to include the services listed below:
 - a. Provide consultation and advice to the City during construction of the project.
 - b. Prepare engineering cost estimates.
 - c. Prepare design changes and clarifications to the plans and specifications.
 - d. Prepare needed reports and notices.
 - e. Attend meetings with the Water Utilities Director or his designees.
- 1.2 **SERVICES PROVIDED BY CITY.** The CITY shall perform the following services:
 - 1.2.1 Provide access to all public improvement plans and records and furnish one copy of drawings and reports requested.
 - 1.2.2 Obtain all necessary permits from other regulatory agencies and other Departments. CONSULTANT shall participate in the completion of such forms but CITY will submit these and pay for any applicable fees.
 - 1.2.3 Provide sample of title block for the plans and standard form Public Works Construction Contract Documents to be used with the General Provisions (Specifications).
 - 1.2.4 Upon request, verify the location of existing CITY owned utilities.
 - 1.2.5 Provide all legal advertising mailings and postings required.
 - 1.2.6 Duplicate all final plans and specifications.
 - 1.2.7 Provide all necessary surveying and testing required for design, including geotechnical engineering services if required during construction.
 - 1.2.8 Provide overall project management.

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1.2.9 Provide coordination of all inquiries from prospective bidders during the bidding period.

2.0 TIMING REQUIREMENTS

2.1 Time is of the essence in the performance of work under this Agreement and the following timing requirements shall be strictly adhered to unless otherwise modified in writing as set forth in Section 2.2. Failure by CONSULTANT to strictly adhere to these timing requirements may result in termination of this Agreement by the CITY and the assessment of damages against the CONSULTANT for delays. All work shall be completed in every detail to the satisfaction of the Engineer within 120 calendar days after issuance of the Notice to Proceed.

2.2 CONSULTANT shall submit all requests for extensions of time for performance in writing to the Water Utilities Director no later than ten (10) calendar days after the start of the condition which purportedly caused the delay, and not later than the date on which performance is due. The Water Utilities Director shall review all such requests and may grant reasonable time extensions for unforeseeable delays which are beyond CONSULTANT'S control.

2.3 For all time periods not specifically set forth herein, the CONSULTANT shall respond in the most expedient and appropriate manner under the circumstances, by either telephone, fax hand delivery or mail.

3.0 **DESIGN CRITERIA AND STANDARDS.** All work shall be performed in accordance with applicable CITY, state and federal codes and criteria. In the performance of its professional services, CONSULTANT shall use the degree of care and skill ordinarily exercised by consultants under similar conditions.

All plans shall be ink drawn on standard mylar sheets available from the CITY at no cost to CONSULTANT. Contract specifications shall conform to the CITY'S specification procedures and the format of the CITY'S standard form Contract Documents for Public Works Construction.

4.0 **INDEPENDENT CONTRACTOR.** CONSULTANT'S relationship to the CITY shall be that of an independent contractor. CONSULTANT shall have no authority, express or implied, to act on behalf of the CITY as an agent, or to bind the CITY to any obligation whatsoever, unless specifically authorized in writing by the Water Utilities Director. The CONSULTANT shall not be authorized to communicate directly with, nor in any way direct the actions of, any bidder or the construction contractor for this project without the prior written authorization by the Water Utilities Director. CONSULTANT shall be sole responsible for the performance of any of its employees, agents or subcontractors under this agreement.

CONSULTANT shall report to the CITY any and all employees, agents and consultants performing work in connection with this project, and all shall be subject to the approval of the CITY.

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5.0 **CITY BUSINESS LICENSE.** Prior to the commencement of any work under this agreement, the CONSULTANT shall obtain and present a copy of an Oceanside City Business License to the Water Utilities Director.

6.0 **WORKERS' COMPENSATION.** Pursuant to Labor Code section 1861, the CONSULTANT hereby certifies that the CONSULTANT is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and the CONSULTANT will comply with such provisions and provide certification of such compliance as a part of these Award Documents. The certification shall be in accordance with Subsections 7.3 through 7.8 of this Agreement.

7.0 **LIABILITY INSURANCE.**

7.1 CONSULTANT shall, throughout the duration of this Agreement, maintain comprehensive general liability and property damage insurance, or commercial general liability insurance, covering all operations of CONSULTANT, its agents and employees, performed in connection with this Agreement including, but not limited to, premises and automobile.

7.2 CONSULTANT shall maintain liability insurance in the following minimum limits:

Comprehensive General Liability Insurance
(bodily injury and property damage)

Combined Single Limit Per Occurrence	\$ 1,000,000
General Aggregate	\$ 2,000,000*

Commercial General Liability Insurance
(bodily injury and property damage)

General limit per occurrence	\$ 1,000,000
General limit project specific	\$ 2,000,000

Automobile Liability Insurance \$ 1,000,000

*General aggregate per year, or part thereof, with respect to losses or other acts or omissions of CONSULTANT under this Agreement.

7.2.1 If coverage is provided through a Commercial General Liability Insurance policy, a minimum of 50% of each of the aggregate limits shall remain available at all times. If over 50% of any aggregate limit has been paid or reserved, the CITY may require additional coverage to be purchased by the CONSULTANT to restore the required limits. The CONSULTANT shall also notify the CITY'S Project Manager promptly of all losses or claims over \$25,000 resulting from work performed under this contract, or any loss or claim against the CONSULTANT resulting from any of the CONSULTANT'S work.

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- 7.3 All insurance companies affording coverage to the CONSULTANT for the purposes of this Section shall add the City of Oceanside as “additional insured” under the designated insurance policy for all work performed under this Agreement. Insurance coverage provided to the CITY as an additional insured shall be primary insurance and other insurance maintained by the CITY, its officers, agents and employees shall be excess only and not contributing with insurance provided pursuant to this Section.
- 7.4 All insurance companies affording coverage to the CONSULTANT pursuant to this Agreement shall be insurance organizations authorized by the Insurance Commissioner of the State of California to transact business of insurance in the state or be rated as A-X or higher by A.M. Best.
- 7.5 All insurance companies affording coverage shall provide thirty (30) days written notice to the CITY should the policy be cancelled before the expiration date. For the purposes of this notice requirement, any material change in the policy prior to the expiration shall be considered a cancellation.
- 7.6 CONSULTANT shall provide evidence of compliance with the insurance requirements listed above by providing a Certificate of Insurance and applicable endorsements, in a form satisfactory to the City Attorney, concurrently with the submittal of this Agreement.
- 7.7 CONSULTANT shall provide a substitute Certificate of Insurance no later than thirty (30) days prior to the policy expiration date. Failure by the CONSULTANT to provide such a substitution and extend the policy expiration date shall be considered a default by CONSULTANT and may subject the CONSULTANT to a suspension or termination of work under the Agreement.
- 7.8 Maintenance of insurance by the CONSULTANT as specified in this Agreement shall in no way be interpreted as relieving the CONSULTANT of any responsibility whatsoever and the CONSULTANT may carry, at its own expense, such additional insurance as it deems necessary.
- 8.0 **PROFESSIONAL ERRORS AND OMISSIONS INSURANCE.** Throughout the duration of this agreement and four (4) years thereafter, the CONSULTANT shall maintain professional errors and omissions insurance for work performed in connection with this Agreement in the minimum amount of One Million dollars (\$1,000,000).

CONSULTANT shall provide evidence of compliance with these insurance requirements by providing a Certificate of Insurance.

- 9.0 **CONSULTANT’S INDEMNIFICATION OF CITY.** CONSULTANT shall indemnify and hold harmless the CITY and its officers, agents and employees against all claims or lawsuits for damages to persons or property arising out of the negligent acts, errors, omissions or wrongful acts or conduct of the CONSULTANT or its employees, agents, subcontractors or others in connection with the execution of the work covered by this Agreement, except for those claims arising from the willful misconduct, sole negligence or active negligence of the CITY, its officers, agents or employees. CONSULTANT’S

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indemnification shall include any and all costs, expenses, expert fees, attorneys' fees and liability assessed against or incurred by the CITY, its officers, agents or employees in defending against such claims or lawsuits, whether the same proceed to judgment or not. Further, CONSULTANT, at its own expense, shall, upon written request by the CITY, defend any such suit or action brought against the CITY, its officers, agents or employees resulting or arising from the tortious acts or omissions of the CONSULTANT.

CONSULTANT'S indemnification of CITY shall not be limited by any prior or subsequent declaration by the CONSULTANT.

- 10.0 **ERRORS AND OMISSIONS.** In the event that the Water Utilities Director determines that the CONSULTANT'S negligence, misconduct, errors or omissions in the performance of work under this Agreement has resulted in expense to CITY greater than would have resulted if there were no such negligence, errors or omissions in the plans or contract specifications, CONSULTANT shall reimburse CITY for the additional expenses incurred by the CITY, including engineering, construction and/or restoration expense. Nothing herein is intended to limit CITY'S rights under Sections 7, 8 or 9.
- 11.0 **NO CONFLICT OF INTEREST.** The CONSULTANT shall not be financially interested in any other CITY contract for this project. For the limited purposes of interpreting this section, the CONSULTANT shall be deemed a "City officer or employee", and this Section shall be interpreted in accordance with Government Code section 1090. In the event that the CONSULTANT becomes financially interested in any other CITY contract for this project, that other contract shall be void. The CONSULTANT shall indemnify and hold harmless the CITY, under Section 9 above, for any claims for damages resulting from the CONSULTANT'S violation of this Section.
- 12.0 **OWNERSHIP OF DOCUMENTS.** All plans and specifications, including details, computations and other documents, prepared or provided by the CONSULTANT under this Agreement shall be the property of the CITY. The CITY agrees to hold the CONSULTANT free and harmless from any claim arising from any use, other than the purpose intended, of the plans and specifications and all preliminary sketches, schematics, preliminary plans, architectural perspective renderings, working drawings, including details, computation and other documents, prepared or provided by the CONSULTANT. CONSULTANT may retain a copy of all material produced under this Agreement for the purpose of documenting their participation in this project.
- 13.0 **COMPENSATION.**
- 13.1 For work performed by CONSULTANT in accordance with this Agreement, CITY shall pay CONSULTANT in accordance with the schedule of billing rates set forth in Exhibit "B", attached hereto and incorporated herein by reference. No rate changes shall be made during the term of this Agreement without prior written approval of the Water Utilities Director. CONSULTANT'S compensation for all work performed in accordance with this Agreement shall not exceed the total contract price of \$99,673.

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No work shall be performed by CONSULTANT in excess of the total contract price without prior written approval of the Water Utilities Director. CONSULTANT shall obtain approval by the Water Utilities Director prior to performing any work which results in incidental expenses to CITY as set forth in Section 13.2.2.

- 13.2 CONSULTANT shall maintain accounting records including the following information:
- 13.2.1 Names and titles of employees or agents, types of work performed and times and dates of all work performed in connection with this Agreement which is billed on an hourly basis.
- 13.2.2 All incidental expenses including reproductions, computer printing, postage, mileage and subsistence.
- 13.3 CONSULTANT'S accounting records shall be made available to the Water Utilities Director for verification of billings, within a reasonable time of the Water Utilities Director's request for inspection.
- 13.4 CONSULTANT shall submit monthly invoices to CITY. CITY shall make partial payments to CONSULTANT not to exceed the total contract price within thirty (30) days of receipt of invoice, subject to the approval of the Water Utilities Director.
- 13.4.1 Final payment shall be made to CONSULTANT upon CONSULTANT's preparation and the CITY's acceptance of the final draft of the facility master plan.
- 14.0 **TERMINATION OF AGREEMENT.** Either party may terminate this Agreement by providing thirty (30) days written notice to the other party.

If any portion of the work is terminated or abandoned by the CITY, then the CITY shall pay CONSULTANT for any work completed up to and including the date of termination or abandonment of this Agreement, in accordance with Section 13. The CITY shall be required to compensate CONSULTANT only for work performed in accordance with the Agreement up to and including the date of termination.

- 15.0 **ASSIGNMENT AND DELEGATION.** This Agreement and any portion thereof shall not be assigned or transferred, nor shall any of the CONSULTANT'S duties be delegated, without the express written consent of the CITY. Any attempt to assign or delegate this Agreement without the express written consent of the CITY shall be void and of no force or effect. A consent by the CITY to one assignment shall not be deemed to be a consent to any subsequent assignment.

This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

- 16.0 **ENTIRE AGREEMENT.** This Agreement comprises the entire integrated understanding between CITY and CONSULTANT concerning the work to be performed for this project and supersedes all prior negotiations, representations or agreements.

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17.0 **INTERPRETATION OF THE AGREEMENT.** The interpretation, validity and enforcement of the Agreement shall be governed by and construed under the laws of the State of California. The Agreement does not limit any other rights or remedies available to CITY.

The CONSULTANT shall be responsible for complying with all local, state and federal laws whether or not said laws are expressly stated or referred to herein.

Should any provision herein be found or deemed to be invalid, the Agreement shall be construed as not containing such provision and all other provisions, which are otherwise lawful, shall remain in full force and effect, and to this end the provisions of this Agreement are severable.

18.0 **AGREEMENT MODIFICATION.** This Agreement may not be modified orally or in any manner other than by an Agreement in writing, signed by the parties hereto.

19.0 **DISPUTE RESOLUTION.**

- a. Any controversy or claim arising out of or relating to this Agreement, or concerning the breach or interpretation thereof, shall be first submitted to mediation, the cost of which shall be borne equally by the parties.
- b. No suit shall be brought on this contract unless all statutory claims filing requirements have been met.

20. **NOTICES.** All notices, demands, requests, consents or other communications which this Agreement contemplates or authorizes, or requires or permits either party to give to the other, shall be in writing and shall be personally delivered or mailed to the respective party as follows:

TO CITY:

City of Oceanside
Water Utilities Director
300 North Coast Highway
Oceanside, CA 92054

TO CONSULTANT:

Dennis Wood
Carollo Engineers
5575 Ruffin Road, Suite 200
San Diego, CA 92123

Either party may change its address by notice to the other party as provided herein.

Communications shall be deemed to have been given and received on the first to occur:

- a. Actual receipt at the offices of the party to whom the communication is to be sent, as designated above, or
- b. Three (3) working days following the deposit in the United States mail of registered or certified mail, postage prepaid, return receipt requested, addressed to the offices of the party to whom the communication is to be sent, as designated above.

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21.0 **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the CONSULTANT and the CITY.

IN WITNESS WHEREOF the parties hereto for themselves, their heirs, executors, administrators, successors and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Professional Services Agreement to be executed by setting hereunto their signatures on the dates indicated below:

CAROLLO ENGINEERS

CITY OF OCEANSIDE

By: *Greg Colias, CEO*
Name/Title

By: _____
City Manager

Date: 11-18-10

Date: _____

By: *Nanayana / Secretary*
Name/Title

Date: 11/18/10

APPROVED AS TO FORM:

86-089222
Employer ID No.

Robert Hamilton, ABBT
City Attorney

NOTARY ACKNOWLEDGMENTS OF CONSULTANT MUST BE ATTACHED.

EXHIBIT A
SCOPE OF WORK
CITY OF OCEANSIDE
LA SALINA WASTEWATER TREATMENT PLANT
FACILITY MASTER PLAN
November 1, 2010

INTRODUCTION

The La Salina Wastewater Treatment Plant (LSWWTP) was put into operation in 1949. It has undergone various expansions and upgrades over the years. The plant has several serious structural and mechanical issues that must be addressed for the long-term operation of the plant.

The purpose of this Facility Master Plan (Plan) is to identify both short term and long term improvements needed for to protect the existing assets, to meet potential changes in discharge regulations, and to provide reliable operation. The Plan will include detailed information about the LSWWTP and proposed location and footprint for a third aeration basin and secondary clarifier and a reclamation treatment facility. The Plan will include estimated costs for the improvements.

The following outlines the tasks that the CONSULTANT shall complete in preparation of the Plan.

SCOPE OF WORK

Task 1 – Condition Assessment

The CONSULTANT shall perform a condition assessment by a multi-discipline team of civil, mechanical, structural, and electrical/instrumentation engineers. The assessment will be performed during a one-day site visit, and it will include interviews with the City's operations and maintenance staff to compile a list of known deficiencies.

The team shall conduct an independent inspection and compile a list of other deficiencies not already identified such as structural deterioration, electrical and instrumentation issues, and mechanical degradation. The inspection shall be documented with photos, measurements, and other descriptions.

Task 2 – Initial Project Ranking

The CONSULTANT shall compile a list of potential upgrades including those listed in the Request for Proposals dated August 30, 2010 as well as those identified in Task 1.

The City and CONSULTANT shall review and rank the prospective projects with respect to:

1. Condition of the equipment or asset.
2. Vulnerability of the equipment.
3. Criticality of the equipment.
4. Performance of the asset.
5. Safety.
6. Risk.
7. Potential improvement schedule.
8. Cost and affordability.

The projects shall be categorized by immediate (1 to 2 years), near-term (5 years), and long term needs. The cost estimates will be performed as a Class 5 estimate as defined by the Association for the Advancement of Cost Engineering International.

Task 3 – Project Analysis

The CONSULTANT shall further review the immediate and near-term projects identified in Task 2 as well as all of the projects listed in the Request for Proposals dated August 10, 2010. The following describes the Scope of Work for those items.

Primary Clarifier

The CONSULTANT shall update the analysis performed as part of the La Salina Wastewater Treatment Plant Upgrades Project – 2006 as well as consider the items listed in the Request for Proposals. The CONSULTANT shall:

1. Update the cover cost estimate to reflect current cost levels. Obtain a new material quote.
2. Inspect the concrete condition (as part of Task 1). Summarize the extent of deterioration including type of repair, depth of repair, and repair area. Prepare a cost estimate.
3. Prepare cost estimates for the other mechanical upgrades.
4. Identify recommended material for concrete protection. Prepare cost estimate.

Ocean Outfall Meter

The CONSULTANT shall analyze replacement of the existing 16-inch Ocean Outfall Meter to increase Ocean Outfall capacity. The alternatives will include the approach outlined in the Wastewater Master Plan and up to two additional alternatives identified at the Kick-off Meeting. The alternatives will be analyzed with respect to:

1. Hydraulic benefits. This will be calculated using the outfall model.
2. Estimated construction costs.
3. Ease of construction and related impacts. Neighbor impacts will be reduced if all construction is on-site.

4. Metering and other instrumentation requirements.

Administration Building

The CONSULTANT shall update the proposed floor plan identified as part of the La Salina Wastewater Treatment Plant Upgrades Project – 2006. The CONSULTANT shall:

1. Meet with City staff and perform a needs assessment. This will be performed by Jeff Alband, the architect who prepared the previous upgrade plan. The assessment will identify the desired programs and associated floor space.
2. Summarize current and projected future staffing considering potential reclamation or outfall disinfection.
3. Summarize space needs considering staffing, programs, and current deficiencies.
4. Prepare a conceptual floor plan taking into account current site limitations including existing electrical facilities on the south side of the existing building.
5. Prepare an estimated project cost that includes construction, temporary trailers during construction, and potential electrical relocation.

Slope Stabilization

The CONSULTANT shall survey elevations of the existing sidewalk. This information shall be used to further monitor the future settlement of the building.

The CONSULTANT shall review the existing geotechnical reports, perform a field investigation, and discuss the stability of the building, and develop conceptual methods and costs to perform the stabilization.

The CONSULTANT shall consider methods to rehabilitate the building if the foundation is found to be unstable. Consideration will be given to stabilization to limit lateral movement (e.g. tieback wall, soldier pile wall, buried pile wall, etc). A wall solution, in combination with mini (micro) piles for support of the Administration Building, may need to be considered.

Aeration Basin No. 2 Structural Repair

The CONSULTANT shall re-survey the existing Aeration Basin No. 2. The survey will be compared to the 1991, 1992, and 2006 elevations to determine if settlement is continuing. The CONSULTANT shall prepare a comparison of upgrading the existing structure to construction of a new unit. The costs of upgrades need to include:

1. Concrete repair including cracks and repair to exposed reinforcement.
2. Stabilization of the foundation, possibly with pressure grout or under-pinning with micro-piles.

The stabilization will require significant preparation including potential removal and reconstruction of the retaining wall. This will cause major plant disruption. The existing

underground utilities need to be protected. To address this, the CONSULTANT shall perform a constructability review. This shall be used to help select rehabilitation versus replacement.

The CONSULTANT shall consider treatment requirements if the existing unit is rehabilitated. This shall consider the treatment capabilities of Aeration Basin No. 1 and potential use of Advanced Primary Treatment. An operational plan will be developed, along with estimated costs.

The CONSULTANT shall identify the most feasible method to stabilize the foundation. At least two other geotechnical evaluations have been performed, including borings. This information is sufficient to guide in selection of the stabilization method.

A detailed cost estimate will be prepared for stabilization. This cost will be compared to that of the new facility. Other items that will be considered include:

1. Risk. The stabilization construction may pose many unknowns and potential cost increases.
2. Ability to meet discharge standards during construction.
3. Construction impacts.
4. Cost.

With upgrades, the existing facility may need to be replaced in 20 years or so. A completely new facility would serve the City for at least the next 50 years. The cost evaluation will consider the future replacement cost in a present-worth analysis.

Blower Building/Aeration Basin Piping

The CONSULTANT shall analyze methods to repair or replace the leaking aeration pipe connecting the Blower Building to Aeration Basin No. 1. The existing pipe is leaking resulting in excessive power consumption. Replacement in the existing alignment would be difficult due to crowded utility corridors and the need to excavate in the main north-south plant road.

The analysis will include two alternatives:

1. Line the existing pipe. Insituform is one material that could be considered for lining the existing piping in-place. Some access pits may be required at the major bends.
2. Replace the pipe. The alignment could go west from the Blower Building to the retaining wall then north to the aeration basin.

The comparison will include costs, disruption to operations, and disruption to other plant activities.

The CONSULTANT shall analyze installation of Turbo blowers at Aeration Basin No. 1 to eliminate the need for the aeration pipe upgrades. The analysis would consider both the capital costs and the energy savings with the more efficient blowers.

Reclamation Facility

The CONSULTANT shall develop a conceptual plan for a reclamation facility including estimated costs and space requirements. The reclamation facility shall be included in the master site plan.

The analysis shall consider:

1. Potential capacity.
2. Recommended processes.
3. Space needs.
4. Connection to existing facilities.
5. Location.

The original recycled water master plan and the recently completed City of Carlsbad recycled water master plan will serve as the basis for determining potential recycled water demands. The market assessment from the original plan will be reviewed, and a field survey will be performed to verify that the needs are current. Water bills can also be reviewed to confirm the current demands.

The potential capacity will be developed by comparing the location of potential users, their demands, and selection of a service area that will be easy to serve.

Several issues will be considered in selecting the recycled water treatment processes:

1. Filter Type – The Loma Alta Creek UV Facility uses continuously backwashed, up flow filters. This could be an applicable choice, as the operators are familiar with their operation. Another choice could be cloth filters which have a foot-print of approximately half the size.
2. Disinfection – The implementation of chlorine contact basins is less costly than ultraviolet (UV) irradiation. However, UV would take much less room.
3. Demineralization – The master plan needs to consider the total dissolved solids concentration of the secondary effluent. The site plan may need to incorporate microfiltration and reverse osmosis to produce acceptable recycled water quality.

These issues will be analyzed along with their space requirements, capital costs, operations and maintenance costs, and integration with existing facilities. Space may be the most over-riding consideration in process selection. While more costly, UV disinfection may be the appropriate technology. There may not be sufficient room for a chlorine contact basin.

Other

Other improvements identified in the Condition Assessment shall undergo the initial project ranking. The subsequent analysis will be consistent with this ranking.

Task 4 - Prepare Site Plans

The CONSULTANT shall prepare a master site plan showing all of the potential improvements. The site plan will show each improvement, including any additional access roads, paving, and sidewalks. The site plan will consider space for construction including staging, existing constraints such as major underground piping, the 100-year flood plain, and the Coastal Zone, and circulation throughout the plant.

Potential effluent disinfection is not part of this scope. However, if information is developed in early 2011, the required facilities will be considered in preparation of the site plans.

Task 5 – Final Project Ranking

After completion of the project analysis and preparation of the site plans, the CONSULTANT shall prepare a final project ranking. This would be done with City staff at a monthly meeting. The projects would be reviewed with respect to the same items listed in Task 2. At this point, cost estimates will be available to help guide in the ranking. The projects will be sorted by immediate needs, near-term needs, and long-term needs.

Task 6 – Prepare Master Plan

The Master Plan will document all of the work prepared in Tasks 1 through 5. It will include:

1. A discussion of each recommended project including justification and criticality. The projects will be organized with respect to immediate needs, near-term needs, and long-term needs.
2. Estimated project costs by project.
3. The master site plan.
4. Specific piping plans for major improvements such as the Ocean Outfall Meter or aeration line to Aeration Basin No. 1.
5. A master implementation schedule.

Task 7 - Meetings

The CONSULTANT shall prepare chair and attend a Kick-off Meeting and monthly progress meetings with the City. Meeting agendas will be prepared approximately one-week prior to the meeting. The CONSULTANT shall prepare and distribute meeting notes to all attendees.

Task 8 – Quality Control

The CONSULTANT shall perform a Quality Control program. The CONSULTANT shall:

1. Prepare a Quality Management Plan.
2. Review quality requirements, purpose, and scope with the project team.
3. Perform intermediate technical review of the draft technical memoranda.
4. Perform final checks of the technical memoranda and Master Plan.

Exhibit B
 City of Oceanside
 La Salina Wastewater Treatment Plant
 FACILITY MASTER PLAN

TASK	Lanning	Wood	Belew	Baker	Jacobs	Doering	Alband	Wolshaar	Chis	Sutar	Senior Technician	MP	Total Hours	Total Labor	Other Direct Costs	Ninyo and Moore	Right of Way	Task Total
Task 1 – Condition Assessment	0	0	0	12	12	12	0	12	0	0	0	2	50	\$ 10,332	\$450	\$0	\$0	\$ 10,782
Task 2 – Initial Project Ranking	0	4	0	4	2	2	0	40	8	8	0	0	68	\$ 12,006	\$612	\$0	\$0	\$ 12,618
Task 3 – Project Analysis																		
3.1 Primary Basins	0	1	0	0	0	0	0	8	0	0	0	0	9	\$ 1,554	\$81	\$0	\$0	\$ 1,635
3.2 Ocean Outfall Meter	0	2	0	0	0	0	0	12	0	2	0	0	16	\$ 2,778	\$144	\$0	\$0	\$ 2,922
3.3 Administration Building	0	4	0	0	0	0	24	0	0	0	0	0	28	\$ 5,664	\$252	\$3,900	\$0	\$ 9,816
3.4 Slope Stabilization	0	2	0	0	0	2	0	4	8	0	0	0	16	\$ 2,874	\$144	\$3,900	\$1,960	\$ 8,878
3.5 Aeration Basin No. 2 Repair	0	4	4	0	0	8	0	16	16	0	0	0	48	\$ 8,856	\$432	\$0	\$0	\$ 9,288
3.6 Blower Building/Aeration Piping	0	2	0	0	0	0	0	24	0	0	0	0	26	\$ 4,428	\$234	\$0	\$0	\$ 4,662
3.7 Reclamation Facility	0	8	0	0	0	0	0	40	0	0	0	0	48	\$ 8,472	\$432	\$0	\$0	\$ 8,904
3.8 Other Improvements	0	2	0	0	0	0	0	16	0	0	0	0	18	\$ 3,108	\$162	\$0	\$0	\$ 3,270
Task 4 – Prepare Site Plans	0	4	0	0	0	0	0	8	0	0	16	0	28	\$ 4,528	\$252	\$0	\$0	\$ 4,780
Task 5 – Final Project Ranking	0	4	0	0	0	0	0	4	0	0	0	0	8	\$ 1,596	\$72	\$0	\$0	\$ 1,668
Task 6 – Prepare Master Plan	4	8	0	2	2	4	2	24	0	0	16	16	78	\$ 12,662	\$702	\$0	\$0	\$ 13,364
Task 7 – Meetings	4	10	0	0	0	0	0	10	0	0	0	0	24	\$ 4,926	\$216	\$0	\$0	\$ 5,142
Task 8 – Quality Control	8	0	0	0	0	0	0	0	0	0	0	0	8	\$ 1,872	\$72	\$0	\$0	\$ 1,944
TASK TOTAL	16	55	4	18	16	28	26	218	32	10	32	18	473					
RATE	\$ 234	\$ 234	\$ 234	\$ 234	\$ 234	\$ 213	\$ 197	\$ 165	\$ 165	\$ 165	\$ 142	\$ 90						
COSTY TOTAL	\$ 3,744	\$ 12,870	\$ 936	\$ 4,212	\$ 3,744	\$ 5,964	\$ 5,122	\$ 35,970	\$ 5,280	\$ 1,650	\$ 4,544	\$ 1,620	946	\$ 85,656	\$ 4,257	\$ 7,800	\$ 1,960	\$ 99,673

Company	Address	City	State	Zip	First Name	Last Name
Psomas	4455 Murphy Canyon Rd., Suite 200	San Diego	CA	92123	Curtis	Edwards
Malcolm Pirnie, Inc.	1525 Faraday Avenue, Suite 290	Carlsbad	CA	92008	Marc	Weinberger, PE
RBF Consulting	9755 Clairemont Mesa Blvd., Suite 100	San Diego	CA	92124	John	Harris
PBS&J	175 Calle Magdalena	Encinitas	CA		Skip	Griffin
Infrastructure Engineering Corporation	301 Mission Avenue, Suite 202	Oceanside	CA	92054	Preston	Lewis
Cornerstone Engineering, Inc.	717 Pier View way	Oceanside	CA	92054-2801	Mike	Boraks
Carollo Engineers	615 South Tremont Street	Oceanside	CA	92054	Dennis	Wood
Tetra Tech ASL, Inc.	2141 El Camino Real, Suite J	Oceanside	CA	92054	Howard	Arnold
Nolte	1029 Gallery Drive	Oceanside	CA	92057	Jonathan	Smith