

STAFF REPORT

DATE: November 15, 2010

TO: Water/Sewer Committee

FROM: Cari Dale, Water Utilities Director

SUBJECT: **RECOMMEND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH TAMAYO & ASSOCIATES FOR PROFESSIONAL SERVICES FOR DEVELOPMENT A WATER AND WASTEWATER STRATEGIC PLAN**

SYNOPSIS

Staff recommends that the Water/Sewer Committee recommends that the City Council approve a professional services agreement in an amount not to exceed \$99,000 with Tamayo & Associates of Cardiff by the Sea, for professional services for development of a Water and Wastewater Strategic Plan; and authorize the City Manager to execute the agreement (Exhibit A).

BACKGROUND

The Water Utilities Department desires to develop a Strategic Plan to define the Department's long-term goals and to identify the best approach for achieving those goals. A Professional Strategic Planning Facilitator will bring together stakeholders to be actively involved in a systematic process of envisioning a desired future and translating this vision into broadly defined goals and a sequence of steps to achieve them. The Strategic Plan will help move the utility away from crisis management by forcing the utility to look into the future and chart a definite course for the next 3-5 years based on strong indicators of what the business environment will be like in those years. Strategic Plans also plug everyone into the process and provide standards for accountability of people, programs and resources.

At this time, the City has contracted with the Maddaus Water Management group to prepare a Water Conservation Plan to assist the city in meeting the 20 percent water reduction by the year 2020. Tamayo and Associates will facilitate discussion among stakeholder groups in choosing which conservation items to select for the final plan. Maddaus will provide the technical information during the facilitated meetings.

The goal of this plan is to determine how to decrease dependence on imported water to 50% by the year 2030.

ANALYSIS

On September 15, 2010, a Request for Proposal (RFP) for professional services to prepare a Water and Wastewater Strategic Plan was sent to seven qualified firms (Exhibit B).

On October 7, 2010, the Water Utilities Department received proposals from four of the consulting firms; staff performed a review of the proposals for accuracy and completeness. Staff reviewed and evaluated the proposals and Tamayo & Associates was selected as the best qualified for this project (Exhibit C).

FISCAL IMPACT

The Miscellaneous Water Projects (908824000712.5305) fund has an available balance of \$967,842; the total for professional services is \$99,000. Therefore, adequate funds will be available for the project.

CITY ATTORNEY'S ANALYSIS

The referenced documents are being reviewed by the City Attorney's office.

INSURANCE REQUIREMENTS

The City's standard insurance requirements will be met.

COMMISSION OR COMMITTEE REPORT

Does not apply.

RECOMMENDATIONS

Staff recommends that the Water/Sewer Committee recommends that the City Council approve a professional services agreement in an amount not to exceed \$99,000 with Tamayo & Associates of Cardiff by the Sea, for professional services for development of a Water and Wastewater Strategic Plan; and authorize the City Manager to execute the agreement (Exhibit A).

PREPARED BY:

Greg Blakely
Administration Manager

Exhibit A – Professional Services Agreement
Exhibit B – RFP Mailing List
Exhibit C – Consultant Rating Form

STAFF REPORT

DATE: November 15, 2010

TO: Water/Sewer Committee

FROM: Cari Dale, Water Utilities Director

SUBJECT: **RECOMMEND AUTHORIZATION TO AWARD A CONTRACT FOR THE CONSTRUCTION OF THE HENIE HILLS RESERVOIR COATING SYSTEM AND PERIMETER FENCING PROJECT**

SYNOPSIS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council award a contract in the amount of \$65,020 to Precise Construction Management of San Diego, to construct the Henie Hills Reservoir Coating System and Perimeter Fencing project; and authorize the City Manager to execute the agreement upon receipt of all supporting documents.

BACKGROUND

The City of Oceanside owns and maintains the Henie Hills Reservoir located at 2 Bernard Drive within the Mira Costa College campus (Exhibit A). It is a 50-year-old dome structure with painted gunite covering the walls and dome cover. The exterior coating (painting) has passed its useful life, is in need of minor repairs and recoating, and is an eyesore. There is exterior mold on the easterly side of the reservoir and the perimeter chain link fence (CLF) with 3-strand barbed wire is rusted and in some locations is leaning over, and no longer provides adequate security for the site.

The proposed project consists of preparing the exterior of the three-million-gallon reservoir and coating it with paint. The ring girder, around the top of the reservoir wall, is spalled in several areas and will be repaired using epoxy mortar. The exterior gunite wall and dome top has approximately 29,000 square feet of surface. The paint will be a Frazee Paint "Crisp Khaki" color which was selected in conjunction with staff at MiraCosta College. The chain link fence, posts, and hardware will be covered with fused PVC and be a "Forest Green" color which was also selected in conjunction with staff at MiraCosta College.

Staff estimates that construction of the project will take approximately three months. All work will be coordinated with school officials.

On September 22, 2010, the City Council approved the plans and specification for the construction of the Henie Hills Reservoir Coating System and Perimeter Fencing project and authorized the City Engineer to call for bids.

ANALYSIS

On October 26, 2010, eight bids were received and opened for the Henie Hills Reservoir Coating System and Perimeter Fencing project (Exhibit B). The apparent low bidder was Precise Construction Management, Inc. with a bid of \$65,020. Staff has reviewed the bid submitted by Precise Construction Management, and finds that the bid bond and references are in accordance with City standards.

FISCAL IMPACT

The Reservoir Structural Analysis account (908754600712) has an available balance of \$444,368. The bid from Precise Construction Management is in the amount of \$65,020. Therefore, there are sufficient funds available to complete this project.

CITY ATTORNEY’S ANALYSIS

The referenced documents are being reviewed by the City Attorney’s office.

INSURANCE REQUIREMENTS

The City’s standard insurance requirements will be met.

COMMISSION OR COMMITTEE REPORT

Does not apply.

RECOMMENDATION

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council award a contract in the amount of \$65,020 to Precise Construction Management of San Diego, California to construct the Henie Hills Reservoir Coating System and Perimeter Fencing project (908754600712), and authorize the City Manager to execute the agreement upon receipt of all supporting documents.

PREPARED BY:

Greg Blakely
Administrative Manager

Exhibit A - Site Map
Exhibit B – Bid Opening Results

STAFF REPORT

DATE: November 15, 2010

TO: Water/Sewer Committee

FROM: Cari Dale Water Utilities Director

SUBJECT: **RECOMMEND 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 recommends that the Water/Sewer Committee recommend that 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.

FISCAL IMPACT

The Fiscal Year 10-11 proposed Capital Improvement Project budget for the Miscellaneous Sewer Projects (909978000722.5305) fund is \$1,000,050 and the remaining budget is \$451,271; 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.

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

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