STAFF REPORT

DATE: June 14, 2011

TO: Water/Sewer Committee

FROM: Cari Dale, Water Utilities Director

SUBJECT: **RECOMMEND RATIFICATION OF EXECUTION OF PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF $49,766 AND APPROVE AMENDMENT 1 IN THE AMOUNT OF $42,970 TO THE PROFESSIONAL SERVICES AGREEMENT WITH WESTON SOLUTIONS, INC FOR PHASE I AND PHASE II MONITORING AND ANALYSIS SUPPORT AT THE BUENA VISTA CREEK AND LAGOON FOR THE HAYMAR SEWAGE SPILL IN RESPONSE TO THE REGIONAL WATER QUALITY CONTROL BOARD INVESTIGATIVE ORDER NO. R9-2011-0035**

SYNOPSIS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council ratify the execution of the professional services agreement in the amount of $49,766 and approve Amendment 1 in the amount of $42,970 to the professional services agreement with Weston Solutions, Inc. for phase I and phase II monitoring and analysis support at the Buena Vista Creek and Lagoon for the Haymar sewage spill in response to the Regional Water Quality Control Board Investigative Order No. R9-2011-0035; and authorization for the City Manager to execute the agreement (Exhibit A).

BACKGROUND

The City of Oceanside identified a portion of the Haymar sewer for immediate replacement. The existing 15" Vitrified Clay Pipe (VCP) was installed in 1961 and was listed in the City's Integrated Water Utilities Master Plan as a future scheduled replacement project. This project consisted of the relocation of approximately 400 linear feet of 15" VCP gravity sewer pipe.

On Tuesday, December 28, 2010, Water Utilities staff discovered that a portion of this line was broken, necessitating emergency repairs as a result of heavy rainfall and flooding. The City Council adopted a resolution on January 5, 2011, ratifying a Proclamation of Local Emergency by the Director of Emergency Services.

Since the storms and emergency declaration, staff has proceeded with the construction, archaeological and environmental work for the Haymar repair as allowed by the

emergency contracting procedures. The majority of the work was completed by the end of February 2011.

On March 10, 2011 the California Regional Water Quality Control Board issued an Investigative Order No. R9-2011-0035 requiring the City to provide the board with a technical report regarding the sewage spill due to the Regional Board on April 11, 2011. One of the items required by the Board was an analysis of the short term and long term environmental impacts to the Buena Vista Creek and Lagoon as a result of the sewage spill.

ANALYSIS

A Notice to Proceed was issued to Weston Solutions, Inc. on March 17, 2011 to perform the short term analysis within the deadline issued by the Regional Board. All work was completed and the Technical Report was provided to the Regional Board by the deadline date. The original professional services agreement was administratively approved and is being ratified because the combined Phase I and Phase II work exceeds staffs' authorized approval limit.

It is necessary to continue with the analysis of the long term impacts to the Buena Vista Creek and Lagoon in preparation for the request from the Regional Board for this study. Weston Solutions, Inc. will use historical data compiled over years of studies and the results of the short term impact analysis within the Buena Vista Creek and Lagoon to compile the comprehensive long term analysis and technical report required by the Boards Investigative Order.

FISCAL IMPACT

A Federal Emergency Management Agency claim is being filed and the costs associated with the Haymar Emergency Sewer Segment are being tracked through the Haymar Sewer fund (750810228). The Miscellaneous Sewer fund (909978000722) has an available balance of $460,526. Therefore there are adequate funds for this 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.

RECOMMENDATIONS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council ratify the execution of the professional services agreement in the amount of $49,766 and approve Amendment 1 in the amount of $42,970 to the professional services agreement with Weston Solutions, Inc. for phase I and phase II monitoring and analysis support at the Buena Vista Creek and Lagoon for the Haymar sewage spill in response to the Regional Water Quality Control Board Investigative Order No. R9-2011-0035; and authorization for the City Manager to execute the agreement (Exhibit A).

PREPARED BY:

Greg Blakely
Administration Manager

Exhibit A – Professional Services Agreement
Exhibit B – Amendment 1

STAFF REPORT

DATE: June 14, 2011

TO: Water/Sewer Committee

FROM: Cari Dale, Water Utilities Director

SUBJECT: **RECOMMEND APPPROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERING FOR THE PREPARATION OF NEEDS ASSESSMENTS FOR THE SAN LUIS REY WATER RECLAMATION PLANT; THE ROBERT A. WEESE FILTRATION PLANT; AND THE MISSION BASIN GROUNDWATER PURIFICATION FACILITY; AND A PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS FOR ON-CALL WATER AND WASTEWATER ENGINEERING SERVICES**

SYNOPSIS

Staff and the Utilities Commission recommend that the City Council approve a professional services agreement in an amount not to exceed $130,026 with Carollo Engineers of Oceanside, for the preparation of needs assessments for the San Luis Rey Water Reclamation Plant; the Robert A. Weese Filtration Plant; and the Mission Basin Groundwater Purification Facility; and a professional services agreement in an amount not to exceed $50,000 with Carollo Engineers for on-call water and wastewater engineering services; and authorize the City Manager to execute the agreement (Exhibit A & B).

BACKGROUND

The City of Oceanside owns and operates two water treatment and two wastewater treatment plants. Three of these facilities; the San Luis Rey Water Reclamation Plant (SLRWRP); the Robert A. Weese Filtration Plant (Weese); and the Mission Basin Groundwater Purification Facility (MBGPF) require an evaluation and needs assessment. These three facilities, places into operation in 1972, 1983, and 1992 respectively, have all received numerous upgrades and improvements throughout the years.

The three facilities have structural and mechanical issues that need to be addressed along with an overall condition assessment and repair cost allocation. The needs assessments will allow for capital projects to be identified and for integration of the capital needs with the budget and the rates processes.

ANALYSIS

On April 4, 2011, a Request for Proposal (RFP) for the preparation of a 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 May 4, 2011, the Water Utilities Department received proposals from three of the nine consulting firms; staff performed a review of the proposals for accuracy and completeness. Staff has determined that the proposal includes the required items as outlined in the RFP.

These water and sewer plants also require additional on-call engineering services throughout the year as plant facilities require immediate attention.

FISCAL IMPACT

The Fiscal Year 11-12 approved budget for the Miscellaneous Water and Sewer Projects (909978000722 & 908824000712) fund is $1,000,000 each; the total for the preparation of the needs assessment is $130,026. 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 will review staff's recommendation at its scheduled meeting on June 27, 2011.

RECOMMENDATIONS

Staff and the Utilities Commission recommend that the City Council approve a professional services agreement in an amount not to exceed $130,026 with Carollo Engineers of Oceanside, for the preparation of needs assessments for the San Luis Rey Water Reclamation Plant; the Robert A. Weese Filtration Plant; and the Mission Basin Groundwater Purification Facility; and a professional services agreement in an amount not to exceed $50,000 with Carollo Engineers for on-call water and wastewater engineering services; and authorize the City Manager to execute the agreement (Exhibit A & B).

PREPARED BY:

Greg Blakely
Administration Manager

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

STAFF REPORT

DATE: June 14, 2011

TO: Water/Sewer Committee

FROM: Cari Dale, Water Utilities Director

SUBJECT: **RECOMMEND APPROVAL OF 30 PERCENT PLANS AND SPECIFICATIONS FOR CONSTRUCTION OF THE 511 PUMP STATION FOR THE MISSION BASIN DESALTING FACILITY EXPANSION PROJECT; APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH INFRASTRUCTURE ENGINEERING CORPORATION; AND AUTHORIZATION FOR THE CITY ENGINEER TO REQUEST PROPOSALS**

SYNOPSIS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council approve the 30 percent plans and specifications for construction of the 511 Pump Station for the Mission Basin Desalting Facility Expansion Project (908742500715); approve a Professional Services Agreement in the amount of $378,600 with Infrastructure Engineering Corporation for quality assurance engineering support services during the design-build method of project delivery; and, authorize the City Engineer to request proposals.

BACKGROUND

In order to maintain distribution flows from the 320 pressure zone to the 511 pressure zone and insure potable water quality for current and future demands, the City of Oceanside needs to increase its water flow from the 320 zone to the 511 zone with a new 4.5 million gallon per day (MGD) water pump station. The location for the pump station is at the Mission Basin Desalting Facility at 215 Fireside Drive and will maximize local water production from the Desalting Facility year-round.

On May 18, 2011, City Council approved a Professional Services Agreement with Infrastructure Engineering for completion of the Technical Specification and 30% Design Plans for the 511 Pump Station for the design-build method of project delivery.

On May 23, 2011, the City received notice that City was successful in obtaining an appropriation through the United States Bureau of Reclamation Title XVI Water Reclamation and Reuse Program Construction Activities for Fiscal Year 2011. This funding is in the final stages of being distributed and will provide the City with $1,385,816 toward the 511 Pump Station planning, design, and construction. Due to the timing requirements of a Bureau of Reclamation (BOR) Grant, the project must be

under construction before the end of the current Federal FY, which is September 30, 2011. The traditional design-bid-build method of project delivery would require a separate 100 percent design, advertising and receiving bids, awarding the construction contract, and starting construction within a timeframe that would comply with the BOR mandated start date. Using the design-build method of project delivery, will allow the final plans to be generated by the design-builder (contractor) while construction on the project is taking place. In this manner, the project construction can be started as required by the BOR Grant prior to the end of the current Federal FY.

The industry standard for prescriptive design-build documents is to include technical specifications and 30% design plans prepared prior to requesting proposals from design-build proposers. In this way, the City can be very clear on their design preferences in the technical specifications while allowing the design-build proposer to include the cost and time of a professional design firm to develop the remaining majority of the design plans. For example, having the 30 percent design plans will allow the contractor to procure readily available materials—such as pipe material and appurtenances—and start construction with those materials while still proceeding with final design and procurement of the electrical and instrumentation long lead-time items. In this example, procuring the pipeline material and starting construction before September 30, 2011, will accommodate the aggressive construction start date mandated by the BOR.

ANALYSIS

Staff estimates that the construction of the 511 Pump Station will take approximately 540 calendar days.

The plans and specifications are available for review in the Water Utilities Department and the project is exempt from California Environmental Quality Act requirements.

To properly manage these projects during construction, the services of a construction management, inspection, and quality assurance support team are required. As the design engineering company, Infrastructure Engineering Corporation has completed the 30 percent design plans, the technical specifications, and was instrumental in assisting the City in obtaining the Bureau of Reclamation Grant. Their working relationship with the BOR and their intimate knowledge of the project will ensure that the project is constructed according to the plans and specifications, on time, and within budget. Additional duties to be performed include reviewing the design-build contractor's 65% and 100 percent design plans for compliance with the project contract documents; monitoring and inspection of the work; special inspections as required; preparation of weekly and monthly reports; review of proposed change orders; processing and reviewing equipment and material submittals and requests for information; maintenance of logs for all correspondence, submittals, requests for information and change orders; attending progress meetings; and reviewing the design-build contractor's as-built construction drawings for accuracy. The cost for the quality assurance support office engineering services to be performed by Infrastructure Engineering Corporation is not to exceed $378,600.

FISCAL IMPACT

The 511 Pump Station project (908742500715) has $5,425,750 available in the FY 2011-2012 Water Capital Projects budget. The United States Bureau of Reclamation Grant is in the amount of $1,385,816. The Professional Services Agreement for Infrastructure Engineering Corporation is in the amount of $378,600, which is included in the engineer's estimate for the total project design and construction cost of $5,543,265. Therefore, adequate funds are available for the project.

INSURANCE REQUIREMENTS

The City's insurance requirements will be met.

CITY ATTORNEY'S ANALYSIS

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

RECOMMENDATIONS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council approve the 30 percent plans and specifications for construction of the 511 Pump Station for the Mission Basin Desalting Facility Expansion Project (908742500715); approve a Professional Services Agreement in the amount of $378,600 with Infrastructure Engineering Corporation for quality assurance engineering support services during the design-build method of project delivery; and, authorize the City Engineer to request proposals.

PREPARED BY:

Greg Blakely
Administration Manager

STAFF REPORT

DATE: June 14, 2011

TO: Water/Sewer Committee

FROM: Cari Dale, Water Utilities Director

SUBJECT: **RECOMMEND APPROVAL OF PLANS AND SPECIFICATIONS FOR THE PRIMARY CLARIFIER INFLUENT CHANNEL REPAIR LOCATED AT THE SAN LUIS REY WASTEWATER TREATMENT FACILITY, AUTHORIZATION FOR THE CITY ENGINEER TO CALL FOR BIDS; APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS IN THE AMOUNT OF $29,129 FOR CONSTRUCTION PHASE SUPPORT SERVICES, AND AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE THE AGREEMENT**

SYNOPSIS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council approve the plans and specification for the Primary Influent Channel Repair project located at the San Luis Rey Wastewater Treatment Facility and authorize the City Engineer to call for bids; and approve a professional services agreement with Carollo Engineers of Oceanside in the amount of $29,129 for construction phase support services during construction, and authorize the City Manager to execute the agreement.

BACKGROUND

The San Luis Rey Wastewater Treatment Plant (SLRWWTP) was initially constructed in the early 1970s. There have been several expansions and upgrades to the plant over the past 35 years. Currently, a portion of the Primary Clarifier Influent Channel, constructed in the 1970s, has shown severe deterioration and is in need of repair. The channel is approximately 4 feet wide by 8 feet deep and transports raw sewage with a depth of nearly 6.5 feet. The channel is cantilevered off of the main structural tank wall and is located within the pipe gallery at the south side of the primary clarifiers.

ANALYSIS

The City has recently completed a structural analysis of the subject area. The report has concluded that the existing deterioration of the concrete influent channel is not a result of structural overload. The plans and specifications are complete and the repair project is ready to move forward prior to any further deterioration occurring.

The design engineer, Carollo Engineers, will provide construction phase support services during construction. Construction phase support services include reviewing submittals for concurrence with plan specifications, requests for information and reviewing change orders.

FISCAL IMPACT

The Fiscal Year 11-12 proposed budget for the Miscellaneous Sewer fund (909978000722) has a balance of $1,000,000. The engineer's estimate for the channel repair work is $269,569 plus the construction phase support services cost of $50,000. Therefore, adequate funds are available for the project.

CITY ATTORNEY'S ANALYSIS

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

INSURANCE REQUIREMENTS

The City's standard insurance requirements will be met.

RECOMMENDATIONS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council approve the plans and specification for the Primary Influent Channel Repair project located at the San Luis Rey Wastewater Treatment Facility and authorize the City Engineer to call for bids; and approve a professional services agreement with Carollo Engineers of Oceanside in the amount of $29,129 for construction phase support services during construction, and authorize the City Manager to execute the agreement.

PREPARED BY:

Greg Blakely
Administration Manager

Exhibit A: Site Map
Exhibit B: Professional Services Agreement

STAFF REPORT

DATE: June 14, 2011

TO: Water/Sewer Committee

FROM: Cari Dale, Water Utilities Director

SUBJECT: **RECOMMEND APPROVAL OF AMENDMENT 2 TO THE AGREEMENT WITH THE FCS GROUP TO PROVIDE CONTINUING FINANCIAL ANALYSIS SERVICES FOR THE WATER UTILITIES DEPARTMENT**

SYNOPSIS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council approve Amendment 2 in an amount not to exceed $94,565 to a professional services agreement with the FCS Group of San Francisco (Exhibit A) to provide continuing financial analysis services for the Water Utilities Department and authorize the City Manager to execute the amendment.

BACKGROUND

On June 10, 2009, the City Council approved a five-year professional services agreement with the FCS Group to provide specialized utility finance and rate analysis services to the Water Utilities Department. The Water Utilities Department retained the FCS Group in July 2009 at a cost of $49,960 to perform a rate analysis for the water and wastewater funds. Council approved Amendment 1 to the agreement with FCS Group for $113,640 on December 6, 2009, to develop water and wastewater rate increases and to review the City's current process of identifying and documenting Water Utilities capital assets to comply with GASB 34 requirements, as well as to update the asset valuations.

ANALYSIS

The Water Utilities Department requested FCS Group to submit a proposal (Exhibit B) that included assistance with:

- Current and future rate setting;
- Updates to the Water and Wastewater system buy-in fees;
- Capital funding strategies;
- Assistance with water resource planning;
- Clean water (stormwater) funding alternatives; and
- Negotiations with adjoining agencies for the lease and purchase of asset and water rights.

To accomplish the additional tasks required by the City, staff is requesting an amendment to the existing agreement with the FCS Group.

FISCAL IMPACT

The FCS Group has submitted a proposal in an amount not to exceed $94,565 for the continuing financial services described above. The City Council approved FY 2011/12 appropriations for the Water and Wastewater Miscellaneous Projects funds (908824000712.5305 and 909978000722.5305) of $1,000,000 respectively, so sufficient funds are available.

COMMISSION OR COMMITTEE REPORT

Does not apply.

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.

RECOMMENDATIONS

Staff recommends that the Water/Sewer Committee recommend that the Utilities Commission recommend that the City Council approve Amendment 2 in an amount not to exceed $94,565 to a professional services agreement with the FCS Group of San Francisco (Exhibit A) to provide continuing financial analysis services for the Water Utilities Department and authorize the City Manager to execute the amendment.

PREPARED BY:

Greg Blakely
Administration Manager

Exhibit A: Amendment to the Professional Services Agreement with FCS Group
Exhibit B: FCS Group Proposal