

**DRAFT****ITEM 8**

## **CITY OF SANTA BARBARA**

### **COUNCIL AGENDA REPORT**

**AGENDA DATE:** November 20, 2012

**TO:** Mayor and Councilmembers

**FROM:** Engineering Division, Public Works Department

**SUBJECT:** Contract For Design Services For Wastewater Improvement Projects

**RECOMMENDATION:**

That Council authorize the Public Works Director to execute a City Professional Services contract with MNS Engineers in the amount of \$250,000 for engineering design services for various Wastewater Projects.

**DISCUSSION:**

**BACKGROUND**

Currently, Public Works Engineering staff does not have the resources to prepare designs for several small to medium routine Wastewater Collection System Capital Improvement Program projects. Staff anticipates this situation will exist at least for the next two years. To address this temporary workload issue, staff proposes to hire a local engineering firm to provide on-call services for a two-year contract.

It is anticipated that the services for each project will range from \$2,500 to \$50,000, which could result in Capital projects with a total project cost near \$600,000. By proactively negotiating a two-year time and materials contract, staff will reduce the administration costs and increase efficiencies by not having to prepare requests for proposals (RFP) for several small projects over the next two years. In addition, staff will be better able meet Consent Decree deadlines.

**PROJECT DESCRIPTION**

Staff will define the scope of work and negotiate costs for each task assigned to MNS Engineers (MNS). Once staff and MNS are in agreement on scope and costs, MNS will be given authorization to proceed with a task order. Progress will be closely monitored to ensure work is completed in a timely and cost effective manner.

The work consists of preparing engineering designs for any and/or all of the following as the needs arise:

- Annual Lift Station Rehabilitation Project
- Annual Wastewater Main Extension and/or Replacement Project
- Annual Sewer Main Point Repair Project
- Annual Wastewater Main Rehabilitation Project

#### DESIGN PHASE CONSULTANT ENGINEERING SERVICES

Staff recommends that Council authorize the Public Works Director to execute a contract with MNS in the amount of \$250,000 for on-call engineering services. Staff solicited proposals from five local firms on the Prequalified Engineering Services list. Staff solicited local firms to do the work because they would be more responsive to and more capable of responding quickly when needs arise, and the contracted consultant will be working in a role where understanding City processes is helpful. MNS was selected as the firm with qualifications that best matched the City's needs for these anticipated wastewater projects. MNS's hourly rates for staff members are competitive with the other firms proposing.

#### FUNDING

There are sufficient funds in the Wastewater Capital Fund to cover these costs.

**PREPARED BY:** Joshua Haggmark, Principal Civil Engineer/LA/kts

**SUBMITTED BY:** Christine F. Andersen, Public Works Director

**APPROVED BY:** City Administrator's Office