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CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: April 13, 2021

TO: Mayor and Councilmembers

FROM: Engineering Division, Public Works Department

SUBJECT: Contract For Construction Management Of The Digester Dome Replacement And Cleaning Project And The Recycled Water Distribution Pump Station Upgrades

RECOMMENDATION: That Council:

- A. Authorize the Public Works Director to execute a City Professional Services contract with Davis Construction Management Engineering in the amount of \$431,691 for Construction Management services of the Digester Dome Replacement and Cleaning Project, and the Recycled Water Distribution Pump Station Upgrades Project, and authorize the Public Works Director to approve expenditures of up to \$43,000 for extra services that may result from necessary changes in the scope of work;
- B. Approve an increase in appropriations in the Wastewater Operating Fund in the amount of \$262,121, funded from Wastewater Operating Fund reserves, and authorize the transfer of such funds to the Wastewater Capital Fund; and
- C. Approve an increase in appropriations and estimated revenues in the Wastewater Capital Fund in the amount of \$262,121, funded by a transfer from the Wastewater Operating Fund, to fund construction management costs for the Digester Dome Replacement and Cleaning Project.

DISCUSSION:

Background

On September 26, 2017 the City Council executed On-Call Engineering contracts with several engineering firms to allow the Public Works Director to issue purchase orders for engineering services. Proposals were solicited from the on-call firms and Brown and Caldwell was selected to undertake the design of the Digester Dome Replacement, and Kennedy Jenks was selected to design the Recycled Water Pump Station Upgrades. The designs are now complete for both of these projects and they will start construction in mid-April 2021. Davis Construction Management Engineering was selected to manage these two construction projects from proposals solicited from engineering firms approved

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by Council in the 2021 On-Call Engineering Contracts. Both of these projects are located at the El Estero Water Resources Center, and will be in active construction concurrently.

Project Description

The Digester Dome Replacement and Cleaning Project work consists of taking the two anaerobic digesters out of service one at a time. A digester is then emptied, cleaned and inspected. Any damaged concrete or coatings will be repaired and the floating dome on the top of the digester is proposed to be replaced. While the digester is out of service some piping that conveys gasses from the digesters to the generators will also be replaced, in preparation of the upcoming Electrical Upgrade Project.

The Recycled Water Distribution Pump Station Upgrades Project replaces all the pumps motors and electrical controls in the recycled water distribution pump station. The pump station pumps and controls were installed in the early 1990's and have been maintained and operated by El Estero Water Resources Center staff for 30 years, but have reached the end of their useful lives. In total, five pump motors and electrical controls are being replaced.

Construction Management Engineering Services

Staff recommends that Council authorize the Public Works Director to execute a contract with Davis Construction Management Engineering in the amount of \$431,691 for construction management, \$43,000 for potential extra services, for a total amount of \$474,691. Davis Construction Management Engineering is experienced in this type of work and was selected through a RFP process that solicited proposals from engineering firms on the City's approved 2021 On-Call Engineering list.

BUDGET/FINANCIAL INFORMATION:

Water Resources is funding the design, construction, and construction management of these projects.

The following summarizes all estimated total Project costs:

ESTIMATED TOTAL PROJECT COST

Digester Design: Brown and Caldwell	\$112,475
Pump Station Design: Kennedy Jenks	\$157,375
City staff, Design and Environmental, etc.	\$104,747
<i>Design Subtotal</i>	\$374,597.00

Digester Construction Estimate With Change Order Allowance	\$2,034,340
Pump Station Construction Estimate With Change Order Allowance	\$1,980,000
Construction Management/Inspection by Contract	\$474,691
Construction Support by City Staff	\$243,710
Construction Subtotal	\$4,732,741.00
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El Estero Equipment Rehabilitation Fund Subtotal	\$2,693,761.00
Recycled Water City Facilities Fund Subtotal	\$2,413,577.00
TOTAL PROJECTS COSTS	\$5,107,338.00

There are sufficient appropriations in the El Estero Equipment Rehabilitation and Recycled Water City Facilities Funds to cover these costs.

SUSTAINABILITY IMPACT:

These projects are both maintenance and repair projects that keep the original function of the digester and pump station. The anaerobic digesters produce methane gas from solids collected from the sewage treatment process and fats oils and grease from the community. The methane gas is used to produce electricity that helps power the El Estero Water Resources Center. After the cleaning, we could expect increased gas production because non-productive solids have been removed. The pump station project replaces pumps motors and electrical controls and we will likely see reduced electricity consumption by replacing warn motors and motor controls with new equipment.

A copy of the contract may be requested from the Public Works Department for public review; please contact us at PWInfo@SantaBarbaraCA.gov to request a copy.

ENVIRONMENTAL REVIEW:

Both projects have been reviewed by Community Development permit review and Public Works Environmental review, and have been found to be exempt.

WATER COMMISSION RECOMMENDATION:

This item was presented to the Water Commission at its meeting on March 18, 2021, and the Commission voted **X-X** in support of staff's recommendations.

ATTACHMENT: Contract for Construction Management Services

PREPARED BY: Linda Sumansky, Principal Project Engineer/CW/sk

SUBMITTED BY: Joshua Haggmark, Acting Public Works Director

APPROVED BY: City Administrator's Office

Proposal/Scope Considerations and Assumptions

- This document addresses Scope of Services for **Construction Management and Inspection** support on the **Recycled Water Distribution Pump Station Upgrades Project, Bid No. 5855** and the **Digester Dome Replacement and Cleaning Project, Bid No. 4012** by Davis CME (Consultant) and the City of Santa Barbara (City).
- We understand that the projects are advertised for bidding, with bid dates currently scheduled for March 11 and March 10, 2021, respectively. Award of a successful bidder and start of work is anticipated to proceed shortly thereafter, commencing approximately in May, 2021. We understand that the Construction Contract durations' are currently 255 working days, and 496 working days for the two projects, respectively, to begin near the same time and run concurrently.
- This Scope of Services document accompanies the Request For Services issued by the City, dated 12/17/2020, as well as the Proposal submitted by Consultant, dated 1/29/2021, and shall serve to further describe the anticipated duties to be performed by the Consultant in support of the two projects.

Services to be Provided by Consultant

The services to be provided by the Consultant shall include the tasks and goals listed below.

- A. Represent City staff, City interests and project goals, in general oversight of the construction project and construction contractor(s), in an effort to construct the work according to the contract documents, estimated schedule, and budget goals;
- B. Monitor work progress and resolve problems;
- C. Confirm that work is progressing in accordance with project schedules and specifications;
- D. Coordinate with City staff to receive input, address concerns, keep them informed regarding project status, obtain their concurrence on project scope, cost and schedule, and to obtain their approval;
- E. Maintain quality control on all work of sub-consultants and construction contractors. Implement a program of claims avoidance and claims management;
- F. Verify and prepare all invoices to City staff in accordance with the City Engineering Division's standard invoice requirements, and conduct frequent and regular meetings to inform and involve staff on issues;
- G. Coordinate with City staff to ensure reliable pump station and digester operation and resiliency during construction; and
- H. Maintain an onsite office for the duration of the projects. The City will provide space in the parking lot for a construction trailer.

Construction Management and Inspection Services

Consultant shall provide construction management, contract administration, field inspection, and materials testing services that include the following:

- A. Provide temporary onsite facilities independent of the City facilities. Onsite facilities shall include a temporary construction trailer with Consultant’s office space and a meeting area, computers, printers, and necessary office logistics.
- B. Prepare for, chair, and prepare agendas and meeting minutes for weekly Progress Meetings with the contractors to provide for thorough and consistent project coordination and construction details, in an effort to support work progress that is on-schedule and within budget. Meeting Minutes shall carry items from week to week, until the items are resolved. The cover sheet shall list remaining working days, estimated percent completion data, and the contract end date. Publish and distribute minutes weekly. All meetings must comply with current City of Santa Barbara and Waste Water Group procedures to limit the spread of COVID-19, which may include a combination of in-person participants and video-conferencing of remote participants;
- C. Collect, review and process all submittals, shop drawings, mock-ups, working drawings, safety plan, staging plans, and other submittals for general conformance with contract documents, and perform contract drawing and specifications interpretation as necessary;
- D. Manage and organize all document control, including contractors’ requests for information;
- E. Provide a resident engineer and construction inspector(s) to ensure conformance with the plans and specifications, including special inspections of epoxy coatings, welding, concrete repair, and equipment anchoring. (Special inspection scope also to be coordinated with specialty consultants scheduled by design engineers, under separate contracts);
- F. Prepare bulletins, a bulletin log, change orders, memoranda to the contractor, and other correspondence necessary to maintain control over the construction contract. Provide change order evaluations, negotiations, and recommendations for approval by the City; maintain a record of authorized changes, and a bulletin log for review for action at weekly progress meetings;
- G. Review contractor's progress payment requests, and prepare recommended progress payment packages for approval by City Engineer;
- H. Verify, as-installed field data and develop and maintain construction record drawings;
- I. Perform the following reviews:
 - 1. Review contractors’ certified payroll data for wage compliance and respond to payroll requests with respect to DIR standards, in coordination with the City. The City will maintain a DIR account for these projects;

2. Review contractors' construction schedule submittals for compliance with project deadlines and overall contract time; and
 3. Monitor contractors' actual construction progress against the submitted schedules. Review updated/revised construction schedules as needed. Notify both the City and contractors when actual progress is behind schedule by more than 10%; and
- J. Administer and coordinate construction inspection and testing;
- K. Maintain records of construction including photographs, daily inspection reports, correspondence and verbal contacts with contractor, plant staff and others associated with the projects, claims avoidance actions, potential claims, design changes, test results and costs associated with any and all disputed work; and
- L. Coordinate work for both projects to minimize staff and plant disruptions.

Project Completion and Close-out:

- A. Perform final inspection for acceptance of the contract work by City. Develop, track, and manage a punch list of items to be completed, and monitor corrective work;
- B. Compile all final invoices and close-out all contracts, including applicable lien releases;
- C. Compile a close-out package containing one copy of the following:
 1. Final as-built drawing comments collected from the contractor(s) and inspection staff, verified and transmitted to the design teams. The Construction Management team will confirm that all changes are incorporated into final hard copy;
 2. Compile and verify from the design team the Operation and Maintenance Manuals for all newly installed equipment and applicable products warranties and guarantees for all newly installed equipment and applicable products; and,
 3. Prepare and submit to the City the project closeout files listed above in three ring binders or rolled files. And a summary report covering project milestones, challenges overcome, change orders, and overall construction costs.

Services to be Provided by City

The services to be provided by the City shall include, but not necessarily be limited to, the following:

- Provide general direction to the Consultant through the City Project Manager.
- Digester and Pump Station plans and specifications.
- Design support during construction contracts with the project design consultants and related design-team sub-consultants.