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Title: Report regarding a resolution authorizing the City Manager to execute a consulting services agreement with EKI Environment & Water, Inc. of Burlingame, California for program management for the Water Quality Control Plant Wet Weather and Digester Improvements Project in an amount not to exceed of \$1,094,700, for a total budget of \$1,204,170. (Sam Bautista, Principal Engineer and Brian Schumacker, Plant Superintendent)

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Attachments: 1. Attachment 1 - WET WEATHER AND DIGESTER IMPROVEMENTS PROJECT Map.pdf, 2. Attachment 2 - Interview Evaluation Score Sheet.pdf, 3. Attachment 3 - EKI Project Team Sheet.pdf, 4. Attachment 4 - Example Projects Similar to the Subject Project.pdf

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RECOMMENDATION

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute a consultant services agreement for program management services for the Water Quality Control Plant Wet Weather and Digester Improvements Project (CIP Project No. ss1301) with EKI Environment & Water, Inc. ("EKI") of Burlingame, California in an amount not to exceed of \$1,094,700 for a total budget of \$1,204,170.

BACKGROUND/DISCUSSION

The Water Quality Control Plant (WQCP) provides wastewater treatment for the cities of South San Francisco, San Bruno, and portions of Daly City and Colma. The WQCP Wet Weather and Digester Improvement Project (Project) is currently being designed by Carollo Engineers, Inc., and is aimed at satisfying new effluent discharge permit requirements, and improving treatment efficiency and reliability (see Attachment 1). The project includes two primary project elements:

- 1. Wet Weather Improvements: This project element increases the peak secondary treatment capacity at the WQCP by 10 million gallons per day (MGD) to a total capacity of 40 MGD by:
a. Installing a new secondary clarifier with associated equipment and piping, and

- b. Upgrading associated secondary treatment facilities such as improvements to the aeration basins to enhance sludge settleability, increased flow conveyance to the secondary treatment system by increasing the height of open channel walls, and increased automation of the treatment process.

This element also includes construction of two storm water pump stations and associated piping systems to fully capture and treat all stormwater runoff from the plant grounds.

- 2. Digester Replacement and Rehabilitation:** This project element replaces/rehabilitates aging infrastructure and improves WQCP reliability with the demolition of two of the five existing digesters (Digester Nos. 1 and 2), replaces these two digesters with one new digester (including a high-solids digestion system), and rehabilitates one digester (Digester No. 3). Along with the two digesters, one associated support building, which houses heating and mixing equipment, will be demolished. Modifications to support heating and mixing of the two remaining digesters will be performed in the remaining heating and mixing building. In addition, this element includes the addition of digested sludge thickening equipment, a polymer storage facility, a digester gas conditioning system, and a sludge screening facility.

As the Wet Weather and Digester Improvements Project moves into the bidding and construction phases, additional engineering program management support will be needed. City engineering staff are currently consumed with their ongoing projects and their day-to-day responsibilities and do not have the capacity to effectively manage this project. A project of this magnitude and complexity, in which the total project cost is \$53 million, requires constant attention and immediate availability to help resolve issues as they occur from an engineer who is familiar with construction at an active wastewater treatment plant and can help represent the City. The program manager must be able to coordinate between the different points of view of the design engineer, construction manager, construction contractor, and plant personnel in order to reach an equitable solution of the issues that inevitably arise with projects of this magnitude. Program management for the design and construction of wastewater facilities is a very specialized field.

Staff issued a Request for Proposals (RFP) on the eBidboard website on February 19, 2018. Staff notified several engineering firms that the RFP was issued to help generate interest. Proposals were due on March 15, 2018 and one firm, EKI Environment & Water, Inc., responded. Staff checked eBidboard to generate a list of interested firms and contracted them to ask why they did not submit a proposal. Several firms stated they did not have the resources to dedicate to this project, while another firm said they did not have the expertise required to perform the work.

After reviewing the proposal, City staff interviewed EKI on March 21, 2018. The consultant interview panel consisted of the Principal Engineer, WQCP Superintendent and former Public Works Director. The interview panel rated EKI and found their qualifications and experience to be applicable for the City's project (see Attachment 2). EKI's team has over 30 years of experience in assisting other municipalities with providing program services on similar wastewater projects (see Attachment 3 and 4). References were checked following the interview. Selection of consultant team is not based on the lowest proposal fee, but on the firm's expertise, experience and references.

As EKI is familiar with the project design and has existing professional relationships with consultants working on the City's project, City staff recommends executing a consulting services agreement with EKI in an amount of \$1,094,700 for program management services, which will be instrumental in the success of the project. Typically, program management services range between three to five percent of the total project costs. EKI's cost is approximately 2.1 percent of the total project costs. The consultant services agreement will cover program management services including the bidding phase and over the anticipated 42-month construction period of the project.

FUNDING

This Project is included in the City of South San Francisco's Fiscal Year (FY) 2017-18 Capital Improvement Program and there are sufficient funds to execute the consultant services agreement. No compensation beyond the not to exceed amount will be authorized without a mutually agreed upon level of effort and corresponding contract amendment. The estimated costs are shown below:

Consultant Services Agreement (EKI)	\$1,094,700
Contingency (10 percent)	<u>\$ 109,470</u>
Total Program Management Services	\$1,204,170

Contingency would be utilized for unforeseen issues during construction which may cause the construction duration to lengthen. The project has no requirement for Disadvantaged Business Enterprise (DBE) participation because the project has no federal funding.

CONCLUSION

Staff recommends approving a consultant services agreement with EKI Environment & Water, Inc. of Burlingame, California for program management for the Water Quality Control Plant Wet Weather and Digester Improvements Project (CIP Project No. ss1301) based on their qualifications, experience, and project understanding.

Attachments:

1. Wet Weather And Digester Improvements Project Map
2. Interview Evaluation Score Sheet
3. EKI Project Team Sheet
4. Example Projects Similar to the Subject Project