TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER DEPARTMENT: PUBLIC WORKS
DATE: OCTOBER 4, 2004 CMR:434:04
SUBJECT: APPROVAL OF CONTRACT WITH RAINES, MELTON & CARELLA, INC. IN THE AMOUNT OF $150,000 FOR THE PREPARATION OF A DISINFECTION ALTERNATIVES WORK PLAN

RECOMMENDATION
Staff recommends that Council:

1. Approve and authorize the Mayor to execute the attached contract with Raines, Melton & Carella, Inc. (RMC) in the amount of $150,000 for the preparation of the Disinfection Alternatives Work Plan.

2. Authorize the City Manager or his designee to negotiate and authorize RMC to perform related, additional work that may develop during the project, the total value of which shall not exceed $15,000.

DISCUSSION
Scope of Services Description
The scope of work to be performed under the contract is for consultant services to assist the RWQCP and its stakeholders to become knowledgeable in the available disinfection technologies in order to screen the options with respect to the RWQCP long-term goals. The objective is to get acceptance and support by an array of stakeholders representing the community’s environmental and socioeconomic interests, on selecting the options for detailed study. The project will also obtain consensus and formulate a work plan to properly evaluate the selected options. The end result of this project would be an acceptable list of alternatives for evaluation, and a detailed work plan to evaluate the alternatives. The subsequent evaluation would lead to an ultimate disinfection process, acceptable by the communities, for the RWQCP. Please see Exhibit “A” of the attached contract (Attachment A) for the complete scope of services.

It is of utmost importance that the project be structured to provide an open forum for public participation. Facilitation and documentation of stakeholder workshops and discussions is crucial to the success of the project. The consultant’s technical knowledge
and ability to present information in an un-biased manner is essential to ensure an open public process.

**Background**
The RWQCP uses chlorine, a conventional but controversial chemical, to disinfect its treated water prior to discharge to the Bay. Elimination / minimization of chlorine use is a core element of several long-term goals that were established for the RWQCP by its stakeholders during the Long-term Goals Study (LTGS).

The RWQCP is committed to evaluate various disinfection technologies that would replace the use of chlorine. The evaluation of disinfection technologies for wastewater treatment would later involve extensive and lengthy pilot studies at the plant using live waste-streams. The RWQCP needs to be efficient, selective, and effective in evaluating alternatives. This project would re-engage the stakeholders in a decision/prioritization process that was developed with the stakeholders during the LTGS. The decision/prioritization process will help screen the world of options, build consensus, and select a number of disinfection alternatives for evaluation.

**Summary of Solicitation Process**
Staff recommends retaining RMC for the project for several reasons:

1. RMC was the consultant for the LTGS. The selection committee for the LTGS consisted of representatives from the public, partner-cities, and the RWQCP. The request-for-proposal for the LTGS consultant specified that the City also anticipated using the selected consultant for additional related studies arising out of the LTGS such as this disinfection alternatives study. Since the LTGS request-for-proposal covered this work, an additional solicitation was not required.

2. RMC has established a good relationship with the stakeholders. Their ability to communicate and understand the issues has been instrumental to the RWQCP in building trust and gaining acceptance from the stakeholders.

3. RMC developed the decision/prioritization process that would be used in this study.

4. The RWQCP, the stakeholders, and partners are satisfied with RMC’s performance in the LTGS.

5. RMC’s rate is competitively structured, and their proposed fee is reasonable for the level of public participation and complexity of this project.

The Certification of Nondiscrimination is Attachment B.
**RESOURCE IMPACT**
Funds for the Disinfection Alternatives Work Plan have been appropriated under the FY 2004-2005 Wastewater Treatment Enterprise Fund.

This study would lead to further research and testing, and final implementation of a replacement disinfection process for the RWQCP. Costs for the subsequent works are unknown at this point. All subsequent resource impact will be forwarded to Council for approval prior to commitments.

**POLICY IMPLICATIONS**
Recommendations of this staff report are consistent with existing City policies.

**ENVIRONMENTAL REVIEW**
This contract involves feasibility and planning studies for possible selection of a new disinfection method at the RWQCP, and is exempt from review under the California Environmental Quality Act pursuant to Title 14 California Code of Regulations section 15262.

**ATTACHMENTS**
Attachment A: Contract with Scope of Project and Time Schedule
Attachment B: Certification of Nondiscrimination

PREPARED BY: Daisy Stark, Senior Engineer RWQCP
William D. Miks, Manager RWQCP

DEPARTMENT HEAD: 
GLENN S. ROBERTS
Director of Public Works

CITY MANAGER APPROVAL:
EMILY HARRISON
Assistant City Manager