TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER

DEPARTMENT: PUBLIC WORKS

DATE: APRIL 14, 2008

CMR:198:08

SUBJECT: APPROVAL OF AN ENTERPRISE FUND CONTRACT WITH WATER WORKS ENGINEERS IN AN AMOUNT NOT TO EXCEED $130,870 FOR DESIGN AND SERVICES DURING CONSTRUCTION OF THE RECYCLED WATER CONTACT CHAMBER RETROFIT AT THE REGIONAL WATER QUALITY CONTROL PLANT, CAPITAL IMPROVEMENT PROGRAM PROJECT WQ-80021

RECOMMENDATION
Staff recommends that Council approve and authorize the City Manager or designee to execute the attached enterprise fund contract with Water Works Engineers (Attachment A) in the amount of $124,070 for design and services during construction for the Recycled Water Contact Chamber Retrofit project at the Regional Water Quality Control Plant (RWQCP) and $6,800 for additional services for a total not to exceed amount of $130,870.

DISCUSSION
Scope of Services Description
The RWQCP water reclamation facility is designed to treat a portion of the RWQCP effluent and produce recycled water that meets the state’s Title 22 regulations. The plant is designed to supply recycled water to the Palo Alto Golf Course, Greer Park, the Baylands Duck Pond, water trucks, and sites in Mountain View. Current recycled water use is about 500,000 gallons per day in the dry season; the peak flow rate rises to approximately 2.5 million gallons per day during night time irrigation. This beneficial use of recycled water is scheduled to more than double over the next few years. The existing chlorine contact chamber is not designed for optimum contact time between the water and the chlorine disinfectant at the anticipated higher flow rates. This project is needed to ensure the continued proper disinfection of the recycled water delivered to existing and future customers in Palo Alto and Mountain View. Chlorine, in the form of sodium hypochlorite, will be used to disinfect the filtered water and maintain chlorine residual in the storage tanks and distribution pipelines. Existing process tanks will be covered and fitted with baffles, the flow path will be re-routed to improve hydraulics, and the peak chlorine contact capacity will be increased to at least 6.3 million gallons per day with adequate chlorine contact time to meet state Title 22 regulations. No new tanks are needed. The tank covers will (a) reduce the potential for foreign debris to enter the tanks; and (b) reduce sunlight induced demand for additional chlorine in the tanks. Reducing chemical use will result in a more cost-effective operation.
The scope of work to be performed under the contract is for project design and services during construction to ensure that the design is implemented properly. Please see the contract for the complete scope of services (Exhibit “A”) and Certification of Nondiscrimination (Exhibit “E”).

### Summary of Solicitation Process

<table>
<thead>
<tr>
<th>Proposal Description/Number</th>
<th>Name/Number of Proposal here</th>
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<tbody>
<tr>
<td>Proposed Length of Project</td>
<td>12 months</td>
</tr>
<tr>
<td>Number of Proposals Mailed</td>
<td>7</td>
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<tr>
<td>Total Days to Respond to Proposal</td>
<td>27</td>
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<tr>
<td>Pre-proposal Meeting Date</td>
<td>None</td>
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<tr>
<td>Number of Proposals Received:</td>
<td>2</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Company Name</th>
<th>Location (City, State)</th>
<th>Selected for oral interview?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. RMC Water and Environment</td>
<td>San Jose, CA</td>
<td>No</td>
</tr>
<tr>
<td>2. Water Works Engineers</td>
<td>Oakland, CA</td>
<td>Yes</td>
</tr>
</tbody>
</table>

| Range of Proposal Amounts Submitted | $124,070 to $158,200 |

The proposal was sent out to 7 engineering firms. The response period was 27 days. Proposals were received from two firms. The proposal amounts ranged from a high of $158,200 to a low of $124,070. Firms not proposing indicated that they did not think they could be competitive, were too busy, and that the work did not fit into their schedules. The RFP process allows the City to negotiate the price of the work upon selection of the successful firm. An evaluation committee consisting of Water Quality Control Plant staff reviewed the proposals. The committee carefully reviewed each firm's qualifications and submittal in response to the criteria identified in the RFP. The criteria used to evaluate the proposing firms included: proposal quality; quality, performance, and effectiveness of the proposed design services; proposer’s experience; cost; proposer’s financial stability; proposer’s ability to perform the work within the time specified; and proposer’s prior record of performance with other clients. One firm was invited to participate in oral interviews on March 13, 2008. Water Works Engineers was selected because of its cost-effectiveness, understanding of the needed design services, positive reference checks, and professional experience of the key team members.

**RESOURCE IMPACT**

Funds for this project/contract are available in the FY 2007-08 Wastewater Treatment Fund capital budget (WQ-80021, Plant Equipment Replacement).

**POLICY IMPLICATIONS**

Authorization of this project does not represent a change to existing policies.

**ENVIRONMENTAL REVIEW**

The recommended action is exempt from review under the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301, which includes maintenance of publicly-owned wastewater facilities involving negligible expansion.
ATTACHMENTS
Attachment A: Contract (includes Scope of Services and Certification of Nondiscrimination)

PREPARED BY:  
RICHARD A. WETZEL  
Manager, RWQCP

DEPARTMENT HEAD:  
GLENN S. ROBERTS  
Director of Public Works

CITY MANAGER APPROVAL:  
EMILY HARRISON  
Assistant City Manager