



*"...meeting community needs...enhancing quality of life."*

**DEPARTMENT OF PUBLIC WORKS - Engineering Division  
MEMO**

TO: Members of the Utilities Committee

FROM: Randey Felton, Project Engineer

SUBJECT: Award of Contract: Water System Distribution Master Planning Study Update to AECOM in an amount not to exceed \$125,000.00

DATE: March 5, 2018

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In response to a request for proposals issued by our office, we received three responses for the Water System Distribution Master Planning Study Update. The proposal deadline was Friday, February 9, 2018. Below is a summary of the proposed fees for each firm:

AECOM	-	\$122,058.00
Strand Associates	-	\$102,300.00
McMahon Associates, Inc.	-	\$104,500.00

The requested scope of services includes community planning, water needs analysis, hydraulic model and deficiency analysis, engineering improvements and capital improvement planning. The selected consultant is also required to update and calibrate our existing water system hydraulic model that will be used for the purpose of water distribution system planning. All of their findings will be documented in a final report and presented to City staff and the Utilities Committee, including recommendations, capital cost estimates and implementation schedule of recommended improvements. The City will utilize the information contained in the final report to plan and budget for any necessary future water system improvement project or water reconstruction projects within the City's water system.

A team consisting of staff from the Department of Public Works and Utilities Department reviewed the proposals and unanimously selected AECOM. It should be noted that all of the responding firms demonstrated the technical ability and previous experience to complete all of the requested services. AECOM is the recommended firm for the following reasons:

- AECOM had approximately 33% more time allotted to this project with a more experienced project team dealing with water distribution master planning and modeling.

- AECOM was the consultant who developed the original Water System Master Plan in 2007 and seemed to have the most knowledge of our current system.
- The same team members who conducted the original study in 2007 will be heading up the updated version in 2018.
- AECOM proposed to do the most field testing to assure accuracy.
- AECOM's approach was more collaborative than the other firms that submitted proposals.

When considering the overall content of the proposals received, including project understanding, relevant experience, project approach, timeline and proposed fee, we recommend award in an amount not to exceed \$125,000.00 to AECOM. This amount will allow for additional tests if deemed necessary by the City and AECOM based on the initial analysis. Our approved budget for this project is \$125,000. Thank you for your consideration.