

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Chris Shaw, Director of Utilities
Sue Olson, Staff Engineer
Pete Neuberger, Staff Engineer

DATE: January 4, 2016

RE: Award 2016B contract for Arbutus Park Stormwater Lift Station Reconstruction Design to Strand Associates in an amount not to exceed \$45,900.

The Department of Public Works and Utilities Department are requesting approval of the Arbutus Park Lift Station Reconstruction Design with Strand Associates in an amount not to exceed \$45,900. After this contract, \$648,630 will remain in the stormwater consulting services budget.

At the September 22, 2015 Utilities Committee meeting, a contract with Strand Associates was awarded for a Conditions Assessment and Alternatives Technical Memo for the Arbutus Park Stormwater Lift Station. The assessment and memo have been completed and include recommendations for new pumps, controls and instrumentation, electrical upgrade, hatch replacement, painting, and site work. The 2015 contract award also included language authorizing single source of the design contract with Strand Associates without an RFP process.

Contract Scope

The following tasks are included in the reconstruction design:

- Update the XPSWMM model for the drainage area, adding surveyed rim and invert elevations, evaluating the effect of different pump sizes and power outages on flooding in the drainage area, and providing a report.
- Develop preliminary and final drawings and specifications for the items identified in the Conditions Assessment.
- Attend three meetings with City staff during design.
- Coordinate the design with Parks, Recreation and Facilities Management for the hillside repair.
- Coordinate with We Energies for the electrical upgrade.
- Assist with the bidding process.

- Provide Construction Related Services, including:
 - Reviewing shop drawings and other contractor submittals
 - Attending Preconstruction Conference
 - Two site visits/progress meetings by the design engineer and electrical engineer
 - A site visit for process and electrical startup and checkout
 - A site visit and assistance with contract closeout
 - Provide on-call phone support for City staff performing daily inspections

The reconstruction of the lift station is also budgeted in 2016. Bidding is expected to occur in spring with construction completed in late summer.

Based on satisfactory performance by Strand Associates during the evaluation phase, the Department of Public Works and Utilities Department recommend award of the 2016B contract for Arbutus Park Stormwater Lift Station Reconstruction Design to Strand Associates in an amount not to exceed \$45,900.