



MAYOR & COUNCIL COMMUNICATION

DATE: January 21, 2014

REGULAR

ITEM # 12

AGENDA ITEM: Lake Elmo Avenue Trunk Watermain Improvements – Approve Engineering Design and Construction Support Services Contract

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Chad Isakson, Project Engineer

SUGGESTED ORDER OF BUSINESS *if removed from the Consent Agenda*:

- Introduction of Item..... City Engineer
- Report/Presentation..... City Engineer
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates

POLICY RECOMMENDER: Engineering.

FISCAL IMPACT: \$80,000 for preparation of plans and specifications which includes geotechnical investigations for design.

The Lake Elmo Avenue Trunk Watermain Improvement project is a \$3.0 million water system infrastructure project that is programmed for construction in the 2014 Capital Improvement Plan. The Capital Improvement Plan is funded as detailed in the city financial pro forma previously presented and accepted by the city council. More specifically this project will be funded through the water enterprise fund and special assessments as identified in the feasibility report.

Entering into a professional services contract commits the city to incur the engineering and geotechnical costs necessary to complete detailed design and receive contractor bids to ready the project for construction in 2014. The council will be asked to award a contract for construction in April 2014, at which time the city would commit to the remaining project costs.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider awarding a Professional Engineering Design and Construction Support Services Contract for the Lake Elmo Avenue Trunk Watermain Improvements to

TKDA, Inc. in the estimated not to exceed amount of \$66,500. The recommended motion for this action is as follows:

“Move to approve a Professional Engineering Design and Construction Support Services Contract for the Lake Elmo Avenue Trunk Watermain Improvements to TKDA, Inc. in the estimated not to exceed amount of \$66,500.”

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

On December 3, 2013, following a public improvement hearing, the City Council authorized the preparation of plans and specifications for the Lake Elmo Avenue Trunk Watermain Improvements. The proposed improvements include the extension of trunk watermain along Lake Elmo Avenue, from the existing Village water system, south approximately 2.5 miles to the future intersection location of Lake Elmo Avenue and 5th Street. The improvements are identified for construction in 2014 and are consistent with the capital improvement plan.

To complete the engineering design, the city engineer prepared and sent out a Request for Proposal (RFP) for Engineering Support Services that includes a design survey, the preparation of plans and specifications; plan printing, distribution and bidding services; construction administration support to the city engineer, and construction staking. FOCUS Engineering will provide resident and council communication, conduct public meetings, project management, coordinate the project permitting, and will provide construction administration services for the project. FOCUS will also oversee the project design and quality control review, and provide city design standards and documents to be incorporated with the project plans. Construction observation services will be retained at a later date once the project has been bid and awarded for construction.

The RFP was sent to four firms from the city’s Engineering Consultant Pool, including AE2S, Bolton & Menk, TKDA, and SEH. Three proposals were received on December 6, 2013 and were reviewed and ranked on the following basis:

- Project Team Qualifications with a focus on a Project Manager capable of leading and delivering a utility extension project using directional drilling installation techniques;
- Demonstrated understanding and experience with the project and understanding of the critical success factors;
- Understanding the scope of work and roles and responsibilities of the Consultant;
- Collaboration skills and responsiveness demonstrated during the RFP submittal process; and
- Engineering Fees, indicating a detailed breakdown that is consistent with the Consultant’s written proposal.

The attached exhibit provides the Proposal Fee Summary as received by the responding consultants, together with staff adjustments needed to reconcile the requested work scope for the project. The Proposal Fees ranged from \$66,500 to \$71,560. Engineering Fees are subtotaled for each project phase including project management, plans and specifications, topographic survey, bidding, and construction support services including construction staking.

The city engineer is recommending a contract be awarded to TKDA, Inc. TKDA has assigned a qualified team appropriate for the level of work required for this project. In particular, TKDA has dedicated significantly more hours to the project for a senior level engineer experienced in directional drilling technology. TKDA also identified a thorough understanding of the work to be performed and they are aware of key issues related to the corridor. The engineering fees from all firms were relatively close and all proposed fees are below the project budget. Staff is recommending TKDA’s team for their senior level project experience with directional drilling combined with their existing knowledge of the corridor.

RECOMMENDATION:

Staff is recommending that the City Council award a Professional Engineering Design and Construction Support Services Contract for the Lake Elmo Avenue Trunk Watermain Improvements to TKDA, Inc. in the estimated not to exceed amount of \$66,500. The recommended motion for this action is as follows:

“Move to approve a Professional Engineering Design and Construction Support Services Contract for the Lake Elmo Avenue Trunk Watermain Improvements to TKDA, Inc. in the estimated not to exceed amount of \$66,500.”

ATTACHMENT(S):

1. Proposal Fee Summary Worksheet