



MAYOR AND COUNCIL COMMUNICATION

DATE: 8/06/2013

REGULAR

ITEM #: 12

AGENDA ITEM: Pumphouse No. 4 and Connecting Watermain Improvements – Authorize Preparation of Plans and Specifications and Approve Engineering Design and Construction Support Services Contract

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Dean A. Zuleger, City Administrator

REVIEWED BY: Adam Bell, City Clerk
Cathy Bendel, Finance Director
Chad Isakson, Project Engineer

SUGGESTED ORDER OF BUSINESS:

- 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

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider authorizing the preparation of Plans and Specifications and awarding an Engineering Design and Construction Support Services contract for the Pumphouse No. 4 and Connecting Watermain Improvements. The recommended motion for this action is as follows:

“Move to approve Resolution No. 2013-61, Ordering preparation of the Plans and Specifications for the Pumphouse No. 4 and Connecting Watermain Improvements; and awarding an Engineering Design and Construction Support Services contract as recommended by the City Engineer.”

STAFF REPORT:

In accordance with the 2013-2014 Capital Improvement Plan, the City is pursuing the addition of a new water supply well, Well No. 4, to support the current and future growth and development water supply needs for the City. The project is being completed under three separate contracts to align with the various required contractor specialties; namely well driller; building, electrical, controls, and HVAC contractor; and utility contractor. Well No. 4 is currently in construction with an estimated completion date of November 8, 2013. All three contracts, together with the Keats Trunk Watermain Improvements, are part of the city's water system DEED grant, whereby the city must expend \$1.0 million in local matching

funds to receive the \$1.0 million state bond grant. Per the Grant Agreement, all grant funds must be fully expended by December 31, 2014.

To continue the implementation of this project, staff is requesting authorization to begin the preparation of plans and specifications for the Well Pumhouse and the necessary watermain to connect the well to the existing distribution system. The connecting watermain includes roughly 3,500 feet extended along 50th Street and Lake Elmo Avenue to the intersection of Lake Elmo Avenue and 43rd Street. As identified above, the plans and specifications will be prepared as two separate contracts in order to retain two separate prime contractors to construct the work.

To complete the engineering design, the City Engineer prepared and sent out a Request for Proposal (RFP) for Engineering Support Services that includes a full topographic 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 three firms from the City's Engineering Consultant Pool, including AE2S, Bolton & Menk, and SEH. The proposals will be received on August 2, 2013 and will be reviewed and ranked on the basis of:

- Project Team Qualifications with a focus on a Project Manager capable of leading and delivering a multi-discipline building project;
- 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 Fee.

The City Engineer will provide a recommendation at the council meeting to award the Engineering Design and Construction Support Services contract based on the above criteria.

RECOMMENDATION:

Staff is recommending that the city council authorize the preparation of Plans and Specifications and awarding a Professional Engineering Design and Construction Support Services contract for the Pumhouse No. 4 and Connecting Watermain Improvements. The recommended motion for this action is as follows:

“Move to approve Resolution No. 2013-61, Ordering preparation of the Plans and Specifications for the Pumhouse No. 4 and Connecting Watermain Improvements; and awarding an Engineering Design and Construction Support Services contract as recommended by the City Engineer.”

ATTACHMENT(S):

1. Resolution No. 2013-61