

TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: PUBLIC WORKS

DATE: NOVEMBER 21, 2005 CMR:409:05

SUBJECT: APPROVAL OF A CONTRACT WITH SCHAAF & WHEELER, CONSULTING CIVIL ENGINEERS IN THE AMOUNT OF \$548,508 FOR DESIGN SERVICES FOR THE SAN FRANCISQUITO CREEK STORM WATER PUMP STATION - CAPITAL IMPROVEMENT PROGRAM PROJECT SD-06102

RECOMMENDATION

Staff recommends that Council approve and authorize the City Manager to execute the attached contract with Schaaf & Wheeler, Consulting Civil Engineers (Attachment A) in a not-to-exceed amount of \$548,508 for engineering and architectural design services for the design of the San Francisquito Creek Storm Water Pump Station Capital Improvement Program Project (SD-06102), including \$498,644 for basic services and \$49,864 for additional services.

DISCUSSION

Scope of Services Description

The scope of work to be performed under the contract is for complete engineering, architectural and landscape design services including preliminary design, design development, construction documents, regulatory permitting and bid assistance for a new storm water pump station to be located along San Francisquito Creek within an existing City easement at 2027 East Bayshore Road. The consultant may also be retained in the future for construction management services.

The project consists of the addition of a pump station to an existing storm water outfall into San Francisquito Creek downstream of Highway 101. The new pump station will enable storm water runoff to flow into San Francisquito Creek when the creek water surface elevation is higher than the nearby ground surface elevations. Design of the project will be coordinated with the San Francisquito Creek Joint Powers Authority. The completed project will also provide primary treatment for the storm water runoff from a 1250-acre watershed in northeastern Palo Alto prior to its discharge into San Francisquito Creek. Treatment is achieved by bar screens that capture trash and debris, preventing it from being pumped into the creek. This project is the critical initial link for a number of other voter-approved storm drain improvements that will be constructed over the next 12 years and will greatly improve the hydraulics of the existing City of Palo Alto storm drainage system. The complexity of the design and regulatory permitting required for this new facility necessitate the use of a consultant team with pump station design expertise.

A Request for Proposals (RFP) for the project was posted at City Hall and on the City web site on August 8, 2005. The following table summarizes the results of the RFP solicitation:

Summary of Solicitation Process

| Proposal Description/Number | Design Services for the San Francisquito Creek Storm Water Pump Station / RFP 113651 | |
|---|---|-------------------------------------|
| Proposed Length of Project | 36 months | |
| Number of Proposals Mailed | 39 | |
| Total Days to Respond to Proposal | 40 | |
| Pre-proposal Meeting Date | August 24, 2005 | |
| Number of Company Attendees at Pre-proposal Meeting | 27 | |
| Number of Proposals Received: | 7 | |
| Company Name | Location (City, State) | Selected for oral interview? |
| 1. Nolte Associates, Inc. | San Jose, CA | No |
| 2. CH2M Hill | San Jose, CA | Yes |
| 3. RMC Water and Environment | San Jose, CA | Yes |
| 4. Lee & Ro, Inc. | Walnut Creek, CA | No |
| 5. BKF Engineers | Redwood City, CA | Yes |
| 6. Winzler & Kelly | San Francisco, CA | No |
| 7. Schaaf & Wheeler, Consulting Civil Engineers | Santa Clara, CA | Yes |
| Range of Proposal Amounts Submitted | \$578,400 to \$670,934 | |

An evaluation committee consisting of representatives from the Public Works Engineering and Operations Divisions, and the San Francisquito Creek Joint Powers Authority reviewed the proposals. Four firms were invited to participate in oral interviews on October 18, 2005. The committee carefully reviewed each firm's qualifications and submittal in response to the criteria identified in the RFP. The committee reviewed each firm's qualifications relative to its experience in designing storm water pump stations, quality of its proposed project approach, performance on past projects, qualifications of staff to be assigned to the project, understanding of the project goals, and familiarity with San Francisquito Creek watershed.

Schaaf & Wheeler, Consulting Civil Engineers was selected because of the depth and quality of its experience with the design of storm water pump stations, its intimate familiarity with the hydrology and hydraulics of San Francisquito Creek, the exceptional qualifications of its proposed project design team, and the strength of its proposed project design approach.

RESOURCE IMPACT

The funding for this project is provided by the monthly storm drainage fee paid by Palo Alto residents and businesses. The storm drainage fee increase approved by property owners in April 2005 was designated to fund this project and six other high-priority storm drain capital improvement projects. This project is the number one priority storm drain improvement recommended by the Blue Ribbon Task Force and approved by City Council for inclusion in the

ballot measure. Funding for the design phase of this project was allocated in the FY 2005-06 Storm Drain Enterprise Fund budget. Existing Public Works Engineering staff will manage the work of the design consultant and Planning staff will provide support for the preparation of required environmental documentation as is typically done for City capital projects.

It should be noted that the contract award amount is approximately \$50,000 less than the consultant's original fee proposal amount. This is due to the elimination of construction management services from the contract at this time, which may be added in the future by means of a contract amendment at the City's sole discretion.

There will be an increased operations and maintenance expense associated with this new pump station. The increased costs include electricity, fuel for the emergency generator, and staff time for routine maintenance and cleaning of the facility. These costs will be absorbed into the Storm Drain Enterprise Fund operating budget, including the annual funding increase of \$90,000 approved as part of the storm drainage fee increase.

POLICY IMPLICATIONS

This recommendation is consistent with Policy N-24 and Program N-36 of the Comprehensive Plan.

ENVIRONMENTAL REVIEW

Following completion of the preliminary design phase, the consultants will prepare an Initial Study Checklist in accordance with the California Environmental Quality Act (CEQA) and prepare the appropriate CEQA environmental review document which will be brought to Council for consideration at or before the time of award of the construction contract for the project.

ATTACHMENTS

Attachment A: Contract

PREPARED BY:

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DEPARTMENT HEAD:

GLENN S. ROBERTS
Director of Public Works

CITY MANAGER APPROVAL:

EMILY HARRISON
Assistant City Manager

cc: Cynthia D'Agosta, San Francisquito Creek Joint Powers Authority
Pam Sturner, San Francisquito Watershed Council
Beau Goldie, Santa Clara Valley Water District
Neil Cullen, San Mateo County Flood Control District
Anthony Docto, City of East Palo Alto
Ciardella Garden Supply
Yeaman Auto Body