



CITY COUNCIL STAFF REPORT

CITY OF FAIR OAKS RANCH, TEXAS

March 3, 2022

AGENDA TOPIC: Consideration and possible action authorizing the City Manager to sign a Professional Services Agreement for a Wastewater Treatment Plant Engineering Feasibility Study

DATE: March 3, 2022

DEPARTMENT: Public Works Department

PRESENTED BY: Clayton Hoelscher, Procurement Manager
Grant Watanabe, P.E., Director of Public Works & Engineering Services

INTRODUCTION/BACKGROUND:

The City of Fair Oaks Ranch is seeking a consulting firm to provide professional engineering services for a Wastewater Treatment Plant feasibility study. This study will build upon previous work done in the development of the city's Water, Wastewater and Reuse Master Plan. While our Master Plan recommended construction of a new WWTP, there are challenges related to the remoteness of the proposed site, and other alternatives should be evaluated before committing to such a large investment. The overall objectives of the study include the following:

- Field investigation and Master Plan validation
 - Confirm flow volume and load projections
 - Conduct site survey of existing WWTP and refine hydraulic model
 - Build existing WWTP treatment process model to determine if existing process unit efficiencies can be improved
- Evaluation of the following alternatives to expand treatment capacity to meet build-out requirements:
 - Upgrade and expansion of existing WWTP
 - Construct a new greenfield facility at proposed 5-acre site
 - A combination of above options (Rehab existing WWTP and build smaller plant at proposed 5-acre site)
 - Rehab existing WWTP and build scalping plant to serve new growth areas. A scalping plant draws wastewater from a sewer trunk/main, treats it to produce reuse water for irrigation purposes, and returns solids back to the sewer trunk/main for processing at the existing WWTP.
 - Rehab existing WWTP and send excess flow to SAWS
- Develop a matrix showing the benefits and drawbacks of each alternative, considering collection system modifications, buffer zone requirements, odor control, regulatory discharge permit requirements, real estate and easement requirements, and estimated cost.
- After selection of preferred alternative, develop preliminary site layout, optimum transition schedule, and refine cost estimates.

- Prepare and provide Council presentations at key points throughout the study (analysis of alternatives, final comprehensive report).

To support this effort, the City issued a Request for Qualifications (RFQ) for these services in October 2021. The RFQ was published on our city's website, the Boerne Star, and by Integrated Marketing Systems (IMS) which specializes in providing advanced notice of public sector bid opportunities to architectural, engineering and construction firms nation-wide. A total of seven submittals were received, and consultants were scored, ranked, and selected based on the following criteria published in the RFQ:

- Team Qualifications and Experience (25 points)
- Project Manager Experience (25 points)
- Project Approach and Work Plan (30 points)
- Quality Control/Quality Assurance (10 points)
- Overall Proposal Quality (10 points)

After evaluation, the City selected Garver LLC as the most qualified and began negotiations with this firm. After agreeing upon the study's scope of work, a fee proposal was requested, negotiated, and determined to be fair and reasonable by the City.

POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:

- Supports Strategic Action Plan items for Responsible Growth Management and Reliable and Sustainable Infrastructure.
- Evaluates additional alternatives to meet build-out wastewater treatment capacity requirements which may be more cost-effective than construction of a new WWTP.
- Complies with Texas Professional Services Procurement Act guidelines.

LONG-TERM FINANCIAL & BUDGETARY IMPACT:

The total negotiated amount for this study is \$251,931.00. The current approved budget amount is \$200,000. Additional unallocated funds in the amount of \$51,931.00 from the Wastewater Strategic and Capital Fund are available and can be used to cover the remaining balance.

LEGAL ANALYSIS:

Modifications to the City's Standard Professional Service Agreement were made and approved by the City Attorney. Garver LLC will be required to sign and adhere to the Professional Service Agreement prior to the commencement of work.

RECOMMENDATION/PROPOSED MOTION:

I move to authorize the City Manager to sign a Professional Services Agreement with Garver LLC for a Wastewater Treatment Plant Engineering Feasibility Study, in the amount of \$251,931.00.