



STAFF REPORT

Meeting Type: Board of Directors
Title: Professional Services Agreement with Kennedy/Jenks Consultants, Inc. for the Engineering Services for the Soulajule Pipeline Project
From: Alex Anaya, Acting Director of Engineering
Through: Ben Horenstein, General Manager
Meeting Date: December 19, 2023

TYPE OF ACTION: X Action Information Review and Refer

RECOMMENDATION: Authorize the General Manager to execute a professional services agreement with Kennedy/Jenks Consultants, Inc. in the amount of \$2,213,895 with a staff requested contingency of \$110,000, for a total not exceed amount of \$2,323,895, for the Soulajule Pipeline Project

SUMMARY: The Soulajule Pipeline Project design scope includes the design of a new 36-inch pipeline on a new 2.5 mile alignment into the main body of Nicasio Reservoir including engineering design, geotechnical, environmental, land surveying, right of way acquisition and construction engineering support services.

DISCUSSION: The Soulajule Pump Station was built in 1979 and pumps water from the Soulajule Reservoir in a 30-inch pipeline approximately 3.5 miles over the hill where it discharges overland onto a tributary creek of Nicasio Reservoir. From this point, the water travels overland for approximately 2 miles until it reaches the most northerly body of Nicasio Reservoir that is divided by the Point Reyes Petaluma Road. Within that 2 mile trek, water is prone to soil absorption and evaporation which reduces the amount of water that reaches the main body of Nicasio Reservoir.

The Soulajule Pipeline Project is a project that has been identified in support of the Soulajule Electrification project. The new pipeline project will connect from the current discharge point and extend the pipeline approximately 2.5 miles directly into the main body of Nicasio Reservoir, ensuring that all the pumped water from Soulajule goes into the reservoir.

The Soulajule Pipeline Project has the complexity of environmental permitting, land surveying and right-of-way easement acquisition to accommodate the new pipeline alignment. In addition, the size and length of this pipeline project would require a significant time commitment by District staff if done in house and that would detract from continuing the workflow on other important District capital and fire flow pipeline projects within the District's design group.

On October 12, 2023, District staff issued a Request for Proposal. On November 17, 2023, District staff received two proposals that were evaluated by District staff according to criteria outlined in the Request for Proposal.

Staff compared and evaluated the proposals submitted by each firm. The proposals were evaluated using the following criteria: Project Understanding, Project Team, Project Approach, Schedule, Qualifications, Experience, and Budget.

After staff completed the review and evaluation of the two proposals, it was determined that the proposal submitted by Kennedy/Jenks Consultants, Inc. (KJ) provided the best comprehensive approach that addressed important project issues that were not addressed by the other consultant proposal. This and their expertise on pipeline design, project understanding, project manager experience and sub consultant team to address environmental, geotechnical, corrosion, condition assessment, survey and real property was what set KJ apart. District staff recommends the District select Kennedy/Jenks Consultants, Inc. to proceed with the design of the Soulajule Pipeline Project.

Budget:

Professional Service Agreement Fees: \$2,213,895
 Contingency (5%): \$110,000
 Total Budget: \$2,323,895
 Budget Category: A1A07

Project Implementation:

Execute Professional Services Agreement: December 19, 2023
 Design Phase: December 19, 2023 – June 30, 2025
 Construction Phase: July 1, 2025 – June 30, 2026

ENVIRONMENTAL REVIEW: Not applicable.


FISCAL IMPACT: The Soulajule Pipeline Project is a project that has been identified in support of the Soulajule Electrification project which is funded over three years from Fiscal Year 2023/2024 thru 2025/2026 of the Adopted Capital Budget. As shown in the table below, the total cost for the contract with KJ is \$2,213,895 with a Staff requested contingency of \$110,000, for a total not to exceed amount of \$2,323,895

Task Description	Budget
Task 1 – Project Management: This task includes project management activities including day-to-day administration, progress meetings, board presentations, and technical reviews throughout the duration of the contract.	\$309,719
Task 2 – Collect and Review Data: This task includes reviewing existing records and available information as well as conducting field investigations, land survey, determining real property rights, environmental and geotechnical assessment.	\$218,684
Task 3 – Preliminary Design Report: This task includes creating a preliminary design of new pipeline, discharge structure preliminary design into Nicasio, environmental documentation and permitting requirements, condition assessment of existing pipeline at 7 locations, geotechnical work, 30% project plans, specifications and cost estimate.	\$591,897

Task 4 – Real Property: This task includes early property owner engagement, establish easement needs based on alignment, process easement, appraisals, property negotiations open and close escrow on property transaction.	\$67,167
Task 5 – 65% Design Submittal: This task includes creating 65% construction plans, specifications, cost estimate and design check-in meeting.	\$231,495
Task 6 – 90% Design Submittal: This task includes creating 90% construction plans, specifications, cost estimate and design check-in meeting. CEQA to be completed and environmental documentation prepared for filing.	\$381,988
Task 7 – 100% Design Submittal: This task includes creating 100% construction plans, specifications, and cost estimate, final geotechnical report and pipeline design calculations.	\$283,024
Task 8 – Bidding Support: This task includes responding to questions from potential bidders, attending the pre-bid conference and job walk, assisting with preparation of addenda, and reviewing the submitted bids.	\$28,830
Task 9 – Construction Support: This task includes site visits, submittal review, shop drawing review, responding to request for information, final inspection with District staff.	\$101,091
Professional Service Agreement Total	\$2,213,895
Contingency	\$110,000
Total Authorized Amount	\$2,323,895

District Staff recommends the Board authorize the General Manager to execute a professional services agreement with Kennedy/Jenks Consultants, Inc. for the Soulajule Pipeline Project in the amount of \$2,213,895 with a staff requested contingency of \$110,000, for a total not to exceed amount of \$2,323,895.

ATTACHMENT(S): None.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 Alex Anaya Engineering Director	 Ben Horenstein General Manager