



## **CITY OF MILPITAS AGENDA REPORT (AR)**

<b>Item Title:</b>	<b>Agreements with West Yost Associates, Hydrosience Engineers, Inc., and Schaaf &amp; Wheeler, Consulting Civil Engineers for Consultant Engineering Services for the Preparation of the City's Water, Sewer, and Stormwater Master Plans (Staff Contact: Tony Ndah, 408-586-2602)</b>
<b>Category:</b>	Consent Calendar-Community Services and Sustainable Infrastructure
<b>Meeting Date:</b>	9/17/2019
<b>Staff Contact:</b>	Tony Ndah, Public Works Director, 408-586-2602
<b>Recommendation:</b>	Approve and authorize the City Manager to execute three Professional Service Agreements with the following consultants for engineering services: <ol style="list-style-type: none"><li>1. West Yost Associates for the preparation of the City's Water Master Plan in an amount not to exceed \$600,000.</li><li>2. Hydrosience Engineers, Inc., for the preparation of the City's Sewer Master Plan in an amount not to exceed \$642,000.</li><li>3. Schaaf &amp; Wheeler, Consulting Civil Engineers for the preparation of the City's Stormwater Master Plan in an amount not to exceed \$134,629.</li></ol>

### **Background:**

The City of Milpitas owns and operates its municipal water, sewer, and stormwater systems consisting of 206 miles of water pipelines, 175 miles of sewer lines, 105 miles of stormwater pipelines, and miscellaneous appurtenances on the distribution and collection systems.

In 2002, the City completed a water and sewer master plan, which identified the required improvements to the existing systems to accommodate new growth consistent with the 2002 General Plan Update. The water and sewer master plans were subsequently updated in 2009 to incorporate an analysis of the impacts of the Transit Area Specific Plan (TASP). In 2001, the City completed a stormwater master plan, which was later updated in 2013. While the current water, sewer, and stormwater master plans have provided valuable information on the City's system performance and capital improvement needs, new priorities and strategies are needed as the City looks ahead to the year 2040, in order to make adjustments based on current issues and emerging trends, and positioning the City for the next 20 years.

With the current and expected growth within the City, Council approved funding in the 2019-24 Capital Improvement Program to embark on the preparation of updates to the master plans for the City's water, sewer, and stormwater systems. The work consists of the development of comprehensive master plans based on current demands, future growth, and emergency situations. The primary objectives are to identify and prioritize capital improvements and develop viable funding alternatives that maximize the efficiency and capacity of the water, sewer, and storm systems based on the impacts of existing and anticipated developments included in the 2040 General Plan Update, as well as achieving regulatory compliance with current and future local, state, and federal requirements. Recommendations will include planning level cost estimates and will prioritize improvements based on degree of deficiency, criticality of facility, and timing of the needed improvement. At the conclusion of each master plan, a prioritized Capital Improvement Project Plan (CIP) with detailed descriptions and cost estimates shall be prepared for a 20-year period.

### **Analysis:**

On March 12, 2019, the Purchasing Division released a Request for Proposals (RFP) for professional engineering and planning services for the Water, Sewer, and Storm Master Plans. The RFP was publicly

noticed in accordance with the City's Municipal Code. The RFP was advertised on the City's website and emailed to companies registered with the City via ProcureNow.com, the City's eProcurement system. Upon release, 14 firms received the solicitation notification and 11 firms downloaded the RFP documents. The Purchasing Division received five (5) proposals by the May 27, 2019 deadline in response to the RFP. Proposals were received from the following consultants:

1. Hydrosience Engineers, Inc. (Water, Sewer, and Storm)
2. Myriad Engineering, Inc. (Water)
3. Shaaf & Wheeler (Storm)
4. West Yost Associates (Water and Sewer)
5. Woodard & Curran (Sewer)

The proposals were evaluated by a review panel based on the following criteria:

- Overall responsiveness to the RFP.
- Qualifications, experience, and commitment of the project manager and team.
- Project understanding, innovative approach, and proposed work plan.
- Firm (and project team) qualifications, experience, and referenced projects.
- Client References.
- Project management plan and schedule.

The table below provides a summary of the scores received by each firm from the review panel.

	<b>Water Master Plan</b>	<b>Sewer Master Plan</b>	<b>Stormwater Master Plan</b>
Schaaf & Wheeler, Consulting Civil Engineers			<b>85.8</b>
Hydrosience Engineers, Inc.	81.1	<b>85.9</b>	70.5
Woodard & Curran		74.1	
West Yost Associates	<b>84.1</b>	81.5	
Myriad Engineering Inc.	61.0		

Due to the expertise and high scores from the consultant firms on each of the master plans, the evaluation panel concluded that it would be most advantageous to the City, taking into consideration, price and the evaluation factors set forth in the request for proposals, to enter into agreements with the individual consultant firms for each master plan. Staff recommends City Council to award an agreement for each master plan as follows:

<b>Consultant Firm</b>	<b>Master Plan</b>	<b>Maximum Compensation</b>
West Yost Associates	Water Master Plan	\$600,000
Hydrosience Engineers, Inc.	Sewer Master Plan	\$642,000
Schaaf & Wheeler, Consulting Civil Engineers	Storm Master Plan	\$134,629
<b>TOTAL MAXIMUM COMPENSATION</b>		<b>\$1,376,629</b>

The new water, sewer, and storm master plans will include the following components:

- Land Use – Incorporate general and specific land use plans, existing and forecasted population and employment for the City, and the estimated timing for future development that will serve as the basis for flow projections and to prepare the source capacity analysis.
- Condition assessment – Establish appropriate path and determine the structural status of key portions of the water, sewer, and storm system, by reviewing and analyzing attributes of the systems and by utilizing as needed invasive and non-invasive pipeline inspection techniques.
- Flow Projections – Establish existing flow conditions, including peaking factors and unit use factors, based on historical data and project flow conditions for build-out. Flows will consider current water conservation trends and likelihood of permanent changes in user demands.
- Hydraulic Model Update – Update the City's existing water, sewer, and stormwater hydraulic models to reflect current systems for existing and future flow conditions and identify deficiencies.
- Capital Improvement Program – Develop a multi-year capital improvement program that establishes recommended improvements to the water, sewer, and storm systems. Recommendations will include planning level cost estimates and will prioritize improvements based on degree of deficiency, criticality of facility, and timing of the needed improvement. Water reliability improvements will be incorporated. In addition, the Consultant will work with the City to identify opportunities to integrate green infrastructure components into the City's stormwater capital projects. The capital improvement program will also determine the need for construction of outstanding improvements recommended in the previous master plans.

The proposed tentative schedule and key milestones is as follows:

<b>Project Benchmarks</b>	<b>Date</b>
Notice to Proceed	October 2019
Draft Master Plans Completed	August 2020
Final Master Plans Completed	October 2020
City Council Approval	November 2020
Incorporate Recommendations into FY 21-26 CIP	December 2020

#### **Policy Alternatives:**

**Alternative 1:** Do not approve and authorize the City Manager to execute contracts for water, sewer, and storm master plans.

**Pros:** Water, Sewer, Storm Master Plans would be developed with the selection of a different consultant or work efforts would be performed by City staff.

**Cons:** The schedule for all three master plans would be adversely impacted and result in a delay of critical planning and implementation work for utility infrastructure projects.

**Reason not recommended:** Selecting a different vendor may result in pursuing a contract with a consultant that is not recommended by the evaluation committee, which based its consultant recommendation on the merits of the RFP proposal and interviews. If work will be performed by City staff, the City would need to hire additional staff with knowledge, expertise, and/or certification in a variety of engineering areas. Specialized equipment would need to be obtained or leased to perform these duties and staff would need to be trained to use the equipment.

#### **Fiscal Impact:**

The maximum compensation for each master plan is as follows:

<b>Consultant Firm</b>	<b>Master Plan</b>	<b>Maximum Compensation</b>
West Yost Associates	Water Master Plan	\$600,000
Hydroscience Engineers, Inc.	Sewer master Plan	\$642,000
Schaaf & Wheeler, Consulting Civil Engineers	Storm Master Plan	\$134,629

There are sufficient funds in the FY 2019-2024 Capital Improvement Program (CIP) to fund the master plans using the following CIP projects:

Water Master Plan – CIP No. 7136 – Water Master Plan 2019  
Sewer Master Plan – CIP No. 6132 – Sewer Master Plan 2019  
Stormwater Master Plan – CIP No. 3715 – Storm Drain System Rehabilitation.

**California Environmental Quality Act:**

By the definition provided in the CEQA Guidelines Section 15378, this action does not qualify as a “project” for the purpose of CEQA as this action has no potential to result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

**Recommendation:**

Approve and authorize the City Manager to execute three Professional Service Agreements with the following consultants for engineering services:

1. West Yost Associates for the preparation of the City’s Water Master Plan in an amount not to exceed \$600,000.
2. Hydroscience Engineers, Inc., for the preparation of the City’s Sewer Master Plan in an amount not to exceed \$642,000.
3. Schaaf & Wheeler, Consulting Civil Engineers for the preparation of the City’s Stormwater Master Plan in an amount not to exceed \$134,629.

**Attachments:**

1. Professional Service Agreement with West Yost Associates for engineering consulting services.
2. Professional Service Agreement with Hydroscience Engineers, Inc. for engineering consulting services.
3. Professional Service Agreement with Schaaf & Wheeler, Consulting Civil Engineers for engineering consulting services.