

AGENDA STAFF REPORT



MEETING NAME: REGULAR BOARD MEETING(S)

MEETING DATE(S): JUNE 15 & 19, 2023

FROM: BRIAN MACY – ASSISTANT GENERAL MANAGER

FOR: ACTION X DIRECTION _____ INFORMATION _____

AWARD OF CONTRACT TO TKE ENGINEERING, INC. FOR ON-CALL PROFESSIONAL GENERAL ENGINEERING SERVICES

STAFF RECOMMENDATION

Authorize the General Manager to execute a contract for a not to exceed amount of \$250,000, with the option to extend for four (4) additional one (1) year terms not to exceed five (5) years, with TKE Engineering, Inc. for On-Call Professional General Engineering Services.

SUMMARY

The District continues to use outside engineering consultant(s) on an as-needed basis to assist staff with District project and construction management, project design, development projects, plan and document review, special projects, and with future planning of District facilities.

ANALYSIS

On March 14, 2023, staff issued a Request for Qualifications/Proposal for On-Call Professional General Engineering Services, and TKE was one of the fifteen respondents. The proposals were evaluated by three MSWD staff members and each of the respondents were ranked on a 100-point scale. Contracting with TKE Engineering will allow staff to continue to utilize their professional engineering services, as required, on a time and materials basis. This practice helps to accomplish the technical engineering services and support the District needs to continue to provide. TKE's services include design and plan review, grant acquisition and administration, surveying, bidding assistance, inspection services, project and construction management of water, wastewater, and recycled water systems, preparing agreements, and general engineering services. Outside consultants also bring with them a wide range of skilled talents they have available in-house, which if duplicated at the District would be a substantial cost.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for services is not anticipated to exceed \$250,000 per year. As of May 3, 2023, the line-item operating expense for TKE for this fiscal year is \$56,000 of the approved budget amount of \$90,000. Other approved costs have been charged to capital job numbers such as the RWRP, CVRWG, SGMA, UWMP, AQMD Solar, SNMP, Well 42, HWWTP Tertiary Effluent Filters, GQPP Area A & G, GQPP Area H & I, GQPP Area M-2, RWRP Roadway, Regional Conveyance Trunk Sewer, Well 22 Rehabilitation, Well 34 Rehabilitation, and the Water and Wastewater Master Plans Update projects, which are outside the current line item. Total amount paid this fiscal year averages around \$13,760/month for line item and capital costs combined. Staff will monitor and manage the use of the consultant to maintain acceptable levels of cost based on the needs presented.

ATTACHMENTS

TKE Engineering, Inc. Agreement for Professional General Engineering Services
Summary of Evaluations