

**AGENDA STAFF REPORT**  
**REGULAR BOARD MEETINGS OF JANUARY 14 & 19, 2021**

**FROM:** General Manager \_\_\_\_\_  
**BY:** Director of Engineering and Operations \_\_\_\_\_  
**FOR:** ☒ ACTION ☐ Direction ☐ Information

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**CONTRACT AGREEMENT WITH AECOM FOR BIDDING PERIOD SUPPORT  
SERVICES FOR THE REGIONAL WATER RECLAMATION FACILITY**

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**STAFF RECOMMENDATION**

Authorize the General Manager to negotiate and execute a contract with AECOM for a not to exceed amount of \$135,000.00 for bidding period support services of the Regional Water Reclamation Facility (RWRF) Project.

**SUMMARY**

The RWRF is a vital component in expanding the District's wastewater treatment capacity. With the RWRF final design nearing completion this month, staff is preparing for the bidding phase. During the bidding phase, staff will need technical support from the design consultant AECOM. AECOM's technical support services include updating the specifications to meet SRF funding requirements, obtaining firm pricing from the sole source vendors, preparing a qualifications questionnaire as part of the bid documents, attending pre-bidding meeting with prospective bidders, preparing responses to technical queries, preparing any addenda to the plans and specifications as needed, and evaluating contractor qualifications and bids, with a recommendation for award.

**ANALYSIS**

Staff typically contracts with the design consultant for bidding period support services. Due to the large and complex nature of the RWRF project, the services required are much greater in scope and reach. In addition, staff will require technical support in the evaluation of contractor qualifications and bids to ensure they meet all project requirements. The proposed contract will be structured on a time and materials basis to limit costs to only services provided.

**FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION**

This project is included in the current fiscal year capital budget and requested amounts are within the approved project budget. The RWRF project is consistent with the 2017 Strategic Plan, more specifically Strategic Goal # 2 – Infrastructure (No. 1, Priority A).

**ATTACHMENT(S)**

Contract Agreement