



AGENDA REPORT

City Council Meeting

TODAY'S DATE: September 28, 2026

MEETING DATE: October 7, 2026

TO: City Council

FROM: Holly Ellis, Public Works Director

SUBJECT: Approval of Wastewater Treatment Plant Reconstruction Project – Owner's Representative Master Professional Services Agreement No. A26-3257-5 and Task Order No. 1

DESCRIPTION/BACKGROUND:

The City is advancing the first phase of improvements to the Wastewater Treatment Plant using Construction Manager / General Contractor delivery, with approximately \$60 million currently anticipated for the first phase. Due to the size, complexity, regulatory and funding requirements, and need to maintain continuous wastewater treatment operations during construction, the City solicited qualifications for an independent Owner's Representative / Construction Management Representative to provide dedicated owner-side project management and technical support.

Stantec Consulting Services Inc. was selected through that qualifications-based process. As Owner's Representative, Stantec will support the City with project management, cost and schedule controls, risk management, coordination with the Design Engineer and future CMGC, funding and regulatory coordination, construction management, commissioning, startup, and closeout as individual phases of work are authorized.

The proposed Master Professional Services Agreement establishes the contractual framework for these services through 2031. The agreement has an aggregate not-to-exceed amount of \$5 million. This amount is a maximum contract ceiling and does not authorize expenditure of the full amount. Individual services will be negotiated and authorized through separate task orders, each with its own scope, schedule, and not-to-exceed amount.

The \$5 million master agreement ceiling was evaluated using three approaches. A top-down analysis resulted in an estimate of approximately \$4.8 million, while a bottom-up estimate based on anticipated tasks, level of effort, and a 25 percent contingency resulted in an estimate just under \$4.5 million. Comparable Owner's Representative and construction management programs were also reviewed as an additional reasonableness check.

Task Order No. 1 establishes the initial Owner's Representative services needed to organize the project and transition from preliminary engineering into final design and CMGC delivery. The scope includes project management and reporting, development of the Project Management Plan, baseline schedule, budget and cost controls, risk tracking, review and coordination of the ongoing Preliminary Engineering Report, Design Engineer procurement assistance, and funding, regulatory, and permitting coordination. Future CMGC procurement, expanded preconstruction support, construction management, commissioning, startup, and closeout services are outside Task Order No. 1 and will require separate authorization.

Task Order No. 1 has a not-to-exceed amount of \$530,290 and will be billed on a time-and-materials basis for services through June of 2027. Funding for Task Order No. 1 is available within the WWTP Reconstruction Project budget and is anticipated to be eligible for applicable project funding sources.

STAFF RECOMMENDATION:

Staff recommends approval of the Master Professional Services Agreement with Stantec Consulting Services Inc. for Owner's Representative / Construction Management Representative services, approval of Task Order No. 1 in an amount not to exceed \$530,290, and authorization for the Mayor to execute the agreement and task order.

ACTION:

Move to approve the Master Professional Services Agreement with Stantec Consulting Services Inc. for Owner's Representative / Construction Management Representative services for the Wastewater Treatment Plant Reconstruction Project, with an aggregate not-to-exceed amount of \$5,000,000 through 2031, and approve Task Order No. 1 in an amount not to exceed \$530,290, and authorize the Mayor to execute the documents.

WILL THERE BE ANY FINANCIAL IMPACT? Yes HAS THIS ITEM BEEN BUDGETED? Yes

ATTACHMENTS:

Proposed Resolution

Proposed Wastewater Treatment Plant Reconstruction Project – Owner's Representative Master Professional Services Agreement

Proposed Wastewater Treatment Plant Reconstruction Project – Owner's Representative Task Order 1