



REQUEST FOR COUNCIL ACTION

Title: Engineering Services for WWTP Phase 1 Final Design, Bidding & Phase 2 60% Design

Preferred Agenda: April 26, 2022

Submitted By: Trish Rice, Engineering Tech 2
Greg Springman, Public Works Director

Reviewed By: Christy Wurster, City Manager Pro Tem

Type of Action: Resolution ____ Motion ____ Roll Call X Other ____

Relevant Code/Policy: N/A

Towards Council Goal: Goal 1.1 Develop specific steps for implementation of the adopted infrastructure master plans.

Attachments: Proposal for Engineering Services for Sweet Home WWTP Phase 1 Final Design and Bidding, and Phase 2 60% Final Design
Task Order 9, WWTP Phase 1 Final Design
Task Order 9 Amendment 1

Purpose of this RCA:

Staff is requesting Council authorization to accept West Yost Associates' proposal for the next phase of WWTP design services and authorize the City Manager Pro Tem to sign a task order for these services.

Background/Context:

The City contracted with West Yost Associates for Engineer of Record services in September 2020 based on a qualifications-based selection process. Projects are assigned to West Yost via task orders, which are reviewed and approved individually.

Staff approved Task Order 9, "*WWTP Phase 1 Final Design*" on September 28, 2021, for the not-to-exceed price of \$1,137,477. The critical factor throughout this project has been the June 30, 2023 spending deadline for the \$7 million state earmark. With the execution of Task Order 9, the WWTP project was divided into Phase 1 construction and Phase 2 construction so that Phase 1 could bid as soon as possible to meet the earmark deadline. Phase 2 design was to begin after Phase 1 design finished.

As the design team got to work, it was determined that a moderate level of Phase 2 planning was required to ensure that Phase 1 and Phase 2 would integrate properly. Therefore, West Yost recommended parallel design tracks to get Phase 1 to 60% and Phase 2 to 30%, with Phase 1 continuing to be the primary focus to bid as soon as possible. On March 7, 2022, staff

approved Task Order 9 Amendment 1 to change the design scope as recommended. Amendment 1 had no cost changes, although West Yost did advise staff to expect a future request for additional funds to proceed beyond Phase 1 60% design.

West Yost has now submitted their proposal which includes Phase 1 final design and bid support services and Phase 2 60% design, for the proposed price of \$2,290,858. Staff is requesting Council authorization to execute this task order to maintain the current design pace. The project team has developed a high level of synergy and momentum, and the design has proceeded at an incredible pace to meet the strict schedule requirements for spending the state earmark. The proposal includes an updated project schedule.

Looking ahead to future steps, West Yost has given a preliminary estimate of approx. \$700k to provide Phase 2 final design and bid support services. Staff also anticipates a task order for construction support services, which is likely to be around \$3 million for phases one and two.

The Challenge/Problem:

How do we complete design and construction in a timely and fiscally responsible manner, to comply with funding deadlines and regulatory requirements, within City budget restraints?

Stakeholders:

- City Residents. Residents are the customers who deserve good service with the highest return on their taxes and fees that we can provide, and who trust the City to maintain their infrastructure systems at a high level of service.
- Council Members. Council members are the voice of the citizens we serve. Each member of this group is interested in providing the best service possible at the lowest possible cost. They must balance leadership with representation.
- Public Works Department Staff. This project will greatly improve the operability of the WWTP which is currently undersized and beyond its serviceable lifespan. Staff spends significant time fixing broken down equipment and fighting with system inefficiencies.
- Management Team. Comprised of five department heads, each with a responsibility to the citizens and Mayor to run their day-to-day operations as efficiently as possible.
- Oregon DEQ. The WWTP upgrade project is required to comply with DEQ regulations.

Issues and Financial Impacts:

The design must continue on schedule to meet the \$7 million earmark spending deadline. The proposed cost for Phase 1 final design and Phase 2 60% design is \$2,290,858. The anticipated future cost for Phase 2 final design is approximately \$700k and the anticipated future cost of construction support services is approximately \$3 million.

Elements of a Stable Solution:

Keep the design on schedule to meet the \$7 million earmark spending deadline.

Options:

1. Move to authorize the City Manager Pro Tem to execute the Proposal for Engineering Services for Sweet Home WWTP Phase 1 Final Design and Bidding, and Phase 2 60% Final Design. This will keep the project on schedule to meet the \$7 million spending deadline by June 2023.
2. Do nothing. The design work for the Wastewater Treatment Plant would stop and the project would stall.
3. Request more information or give staff other direction.

Recommendation:

Staff recommends option 1, move to authorize the City Manager Pro Tem to execute the Proposal for Engineering Services for Sweet Home WWTP Phase 1 Final Design and Bidding, and Phase 2 60% Final Design. This will keep the project on schedule to meet the \$7M spending deadline by June 2023.