



Legislation Details (With Text)

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**Title:** Resolution to Approve a Professional Services Agreement with Hubbell, Roth & Clark, Inc. to Design Five Replacement Lift Stations for the Wastewater Treatment Plant, RFP No. 18-35 (\$124,565.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. HRC\_Unexecuted\_PSA.pdf

Date	Ver.	Action By	Action	Result
3/4/2019	1	City Council	Approved	Pass

Resolution to Approve a Professional Services Agreement with Hubbell, Roth & Clark, Inc. to Design Five Replacement Lift Stations for the Wastewater Treatment Plant, RFP No. 18-35 (\$124,565.00)  
Your approval is requested to approve a Professional Services Agreement with Hubbell, Roth & Clark, Inc. (HRC) in the amount of \$124,565.00 for professional engineering services to design five replacement sewage lift stations (LS's). The City operates and maintains eight sewage LS's, which lift sewage from lower to higher elevations as needed to allow sewage to flow by gravity to the City's Wastewater Treatment Plant (WWTP) for treatment. An evaluation of all eight LS's was performed during development of the 2004 WWTP Facilities Master Plan, which identified LS deficiencies and estimated the useful remaining life of each station. As a result of this evaluation, two of the LS's have been replaced and another has been identified for elimination. The remaining five LS's have been in service for many years and nearly expended their expected useful life.

Through RFP No. 18-35, the WWTP solicited proposals for professional engineering services to design five replacement lift stations. WWTP staff evaluated proposals submitted by six professional engineering firms using a quality based selection process that is used by many municipalities, including the City, for procurement of professional engineering services. Each of the proposals were evaluated based on the selection criteria listed in RFP No. 18-35. The top three firms were selected to be interviewed and their fee proposals were opened prior to the interviews. The remaining firms were neither interviewed nor their fee proposals opened. The ranking of the top three firms following interviews with WWTP staff was: #1 HRC at an estimated \$124,565.00, #2 Donohue & Associates, Inc. at \$287,445.00, and #3 HDR Michigan, Inc. at \$322,649.00.

HRC submitted a detailed scope of services in its proposal to design the five replacement LS's that included a number of work elements. HRC is to evaluate each LS and perform a condition assessment of each wet well to determine if replacement or rehabilitation is necessary. In addition, HRC is to identify alternatives for LS replacement, recommend the selected alternative, appropriately size the new LS's (wet well, pumps, piping, etc.), recommend construction techniques and identify the route and location for the new facilities. This phase of work also includes development of a

detailed design bid package for each LS and an accurate opinion of probable cost for the option selected by the City. WWTP staff reviewed HRC's proposed scope of services, schedule and fees and determined that they are reasonable.

WWTP staff is requesting your approval of a contract with HRC in the amount of up to \$124,565.00, and a contingency in the amount of up to \$25,000.00 to fund additional necessary services as approved by the City Administrator.

HRC received Non-Discrimination Compliance approval and Living Wage Compliance on January 8, 2019.

Funds to finance the work to be performed under this contract during are included in the approved Sewage Disposal System Capital Budget.

Prepared by: Christopher J. Englert, P.E., WWT Services Engineer

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City operates and maintains eight sewage lift stations (LS's), which lift sewage from lower to higher elevations as needed to allow sewage to flow by gravity to the City's Wastewater Treatment Plant (WWTP) for treatment;

Whereas, An evaluation of these LS's performed as part of a 2004 Wastewater Treatment Facilities Master Plan identified LS deficiencies and estimated the useful remaining life of each station;

Whereas As a result of this evaluation, two of the LS's have been replaced and another has been identified for elimination and the remaining five LS's have been in service for many years and nearly expended their expected useful life;

Whereas, Through RFP No. 18-35, WWTP staff solicited proposals for professional engineering services to design five replacement LS's and received proposals from six firms;

Whereas, WWTP staff determined that Hubbell, Roth & Clark, Inc. (HRC) is the best qualified engineering firm to provide the professional services requested in RFP No. 18-35 and HRC's proposed fee of up to \$124,565.00 is reasonable to perform this work;

Whereas, HRC complies with the requirements of the City's Non-Discrimination and Living Wage ordinances;

Whereas, WWTP staff are requesting a contingency of \$25,000.00 to fund additional necessary services as approved by the City Administrator; and

Whereas, Sufficient funds for the work to be performed are included in the approved Sewage Disposal Fund Capital Budget;

RESOLVED, That Council approve a Professional Services Agreement with HRC in the amount of up to \$124,565.00 to provide a professional engineering evaluation, develop and present alternatives for LS replacement, prepare design memoranda and prepare a bid package for the replacement of each of the five LS's as requested in RFP No. 18-35;

RESOLVED, That Council approve a contingency of \$25,000.00 to fund additional necessary services as approved by the City Administrator;

RESOLVED, That the Mayor and City Clerk be authorized to sign the agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this resolution.