Legislation Text

File #: 22-0428, **Version:** 1

Resolution to Approve Professional Services Agreements with Fishbeck for $300,000.00, Hubbell, Roth & Clark, Inc. for $300,000.00, and OHM Advisors for $300,000.00 for Wastewater Treatment Professional Engineering Services ($900,000.00) (RFP #22-05)
This memorandum and resolution requests approval of Professional Services Agreements with Fishbeck for $300,000.00, Hubbell, Roth & Clark, Inc. (HRC) for $300,000.00, and OHM Advisors (OHM) for $300,000.00 through FY25 for professional engineering services to be performed on an as-needed basis.

The City, through the Wastewater Treatment Services Unit (WWTSU), is responsible for planning, budgeting, executing and managing construction on a wide array of capital improvement, operation and maintenance projects at the WWTSU facilities. These facilities include the Wastewater Treatment Plant (WWTP) and seven lift stations located throughout the City.

In January 2022, the City issued Request for Proposal (RFP) No. 22-05 for professional engineering services to supplement and support the WWTSU during high demand periods. The three engineering contracts will be used when additional support is needed to maintain the aggressive schedules and heavy workload associated with capital, operation, and maintenance projects, as well as to provide on-site and on-call engineering assistance for the WWTP. Each of the contracts will be structured with not-to-exceed limits of $300,000.00 with no minimum required expenditures for a period ending June 30, 2025 and include an option for two one-year renewals in the amount of $100,000.00 each. Making use of these firms on an ongoing basis will permit the WWTSU to more effectively utilize the existing workforce, while continuing to deliver quality and cost-effective engineering services to maintain the City's wastewater treatment services.

On January 25, 2022, the City received six proposals for this work. The RFP required each consultant to submit a statement of qualifications, work plan, fee schedule, and resumes of personnel that they proposed were qualified and available to work on WWTSU projects. WWTSU staff reviewed the proposals and determined which firms were most qualified to perform the required services. The firms were evaluated and scored on the following criteria:

- Professional Qualifications (20%)
- Past Involvement with Similar Projects (30%)
- Proposed Work Plan (20%)
- Fee Proposal (30%)

After evaluation of the proposals and fee schedules, it was determined that Fishbeck, HRC, and OHM provided the three best proposals and project teams at the most competitive price. It is therefore recommended that City Council approve the Professional Services Agreements with Fishbeck, HRC, and OHM to provide professional engineering services during FY22, FY23, FY24 and FY25.

All three firms are in compliance with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Budget and Fiscal Impact: The services provided by these consultants will be paid for within the approved FY22 capital and annual operating budgets, and future capital and annual operating budgets, if so approved by Council, as appropriate.
Prepared by: Chris Englert, P.E., WWTSU Service Unit Engineer
Reviewed by: Brian Steglitz, P.E., Interim Public Services Area Administrator
Approved by: Milton Dohoney Jr., Interim City Administrator
Whereas, Professional engineering support is required to maintain the capital improvement project schedule for FY22, FY23, FY24, and FY25 for the Wastewater Treatment Services Unit (WWTSU);

Whereas, The City issued Request for Proposal (RFP) No. 22-05 for as-needed professional engineering services for the WWTSU to support capital, operation, and maintenance projects, as well as on-site engineering assistance for the Wastewater Treatment Plant and lift stations;

Whereas, Of the six proposals received, WWTSU staff selected Fishbeck, HRC, and OHM based on their professional qualifications, past experience, work plan and fee proposals;

Whereas, The as-needed professional engineering services will be funded from the appropriate WWTSU capital and operating budgets, if so approved; and

Whereas, Fishbeck, HRC and OHM comply with the requirements of the City's Non- Discrimination and Living Wage Ordinances;

RESOLVED, That the City Council approve the Professional Services Agreement with Fishbeck in the amount of $300,000.00 for as-needed professional engineering services for the WWTSU;

RESOLVED, That the City Council approve the Professional Services Agreement with HRC in the amount of $300,000.00 for as-needed professional engineering services for the WWTSU;

RESOLVED, That the City Council approve the Professional Services Agreement with OHM, Inc. in the amount of $300,000.00 for as-needed professional engineering services for the WWTSU;

RESOLVED, That the Professional Services Agreements for as-needed professional engineering services with Fishbeck, HRC, and OHM be effective until June 30, 2025;

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution, including authorization of two $100,000.00 one-year renewals;

RESOLVED, That the City make the following declaration for the purpose of complying with the reimbursement rules of Treasury Regulations 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended, that the City reasonably expects to reimburse itself for expenditures for the costs of the Project with proceeds of Bonds; and

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreements

after approval as to form by the City Attorney and approval as to substance by the City Administrator.

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