



Legislation Text

File #: 23-0491, Version: 1

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of RFQ 22-114 Work Order #4, Engineering Services for Central Elevated Water Tank Relocation, to Baxter & Woodman, Inc. for an amount not to exceed \$192,670, plus a 5% contingency

DEPARTMENT: Water Utilities

SUBMITTED BY: Darrell Blenniss, Director

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

In 2022, the Water Utilities completed a Request for Qualifications (RFQ 22-114) , Engineering Services for Water Supply and Sanitary Lift Stations. The following four consultants were shortlisted for a three-year term as a result of this process:

1. Baxter & Woodman, Inc.
2. CDM Smith, Inc.
3. Ciorba Group, Inc.
4. Fehr Graham, Inc.

The Central Elevated Water Tank (CET) was originally built in 1937 and is located at 418 E 5th Avenue. According to the Water Tank Inspection Report prepared by Dixon Engineering, Inc., it requires significant repairs to continue operation. The total repair costs will be over \$1 million. Additionally, its current location creates difficulties for future site development

City staff has conducted a concept study for water tank relocation and recommends relocating the water tank to the southeast corner of the existing site and demolishing the CET.

In February 2023, the Water Utilities issued RFQ 22-114 Work Order #4 for Engineering Services for Water Supply and Sanitary Lift Stations to select one of the shortlisted consultants for this project. The project involves design engineering, permitting, bid phase services, and construction assistance to demolish the existing CET, build a new elevated water tower, and conduct associated utilities and civil work.

DISCUSSION:

Advertisement Date: February 13, 2023

Notices Sent: 4

Opening Date: April 7, 2023

Planholders: 4

Proposals Received: 3

CDM Smith decided not to submit a proposal and three proposals were received, they are summarized as below:

Firm Name	Proposal Value
Baxter & Woodman, Inc	\$192,670.00
Fehr Graham	\$213,000.00
Ciorba Group, Inc	\$368,256.60

After evaluation, staff recommends awarding the work to Baxter & Woodman Inc. for the following reasons:

1. Their proposal demonstrates an appropriate level of understanding of the scope.
2. They have completed similar projects for other municipal clients.
3. Their proposal value is the most advantageous for the City.

The term of the contract is from the date of award until December 31, 2025

FISCAL IMPACT:

CIP#: **WU043 - Central Elevated Water Tank relocation**

Design cost for the Central Elevated Tank relocation is unbudgeted in 2023, however, the 5-year (2023-2027) capital improvement program includes an estimated \$2.2 million for potential costs related to this project scheduled to begin in 2024.

The requested award of \$202,304 including the contingency amount will be expensed to the Water Capital Fund as a result of delays in planned improvements to the NE Waterworks plant for which \$725,000 was budgeted in 2023.

Staff will continue to monitor expenses to ensure compliance with budgetary guidelines.

Account Number	Fund Description	Project Budget	Total Budget
41252000-531301	Water Capital Fund	\$0	\$6,420,000

Per Council directive, contingency on projects is set at 3% on projects over \$500,000 and 5% on projects under \$500,000.