



Legislation Text

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File #: 19-1099, Version: 1

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**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of RFP 19-208, Water Utilities Asset Evaluation and Capital Program Development, to Baxter & Woodman, Inc. for an amount not to exceed \$128,700

**DEPARTMENT:** Water Utilities

**SUBMITTED BY:** Darrell Blenniss, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

In August 2019, the Water Utilities issued RFP 19-208, Water Utilities Asset Evaluation and Capital Program Development, to retain the services of a qualified and experienced consultant to perform a comprehensive asset evaluation of the City's water supply sites and water distribution network, using probability of failure and consequence of failure criteria to generate a risk of failure score for each asset. The consultant will perform a quality assurance review of data previously compiled by city staff for the water distribution system and make recommendations to strengthen the analysis. The consultant will perform a condition assessment of the water supply assets, including booster stations, tanks and emergency standby wells and incorporate the results into a Cityworks database. Also, the consultant will provide an analysis to establish an average asset useful life, asset replacement costs and retirement schedules.

The consultant will then develop prioritized five-year, 10-year and 20-year Capital Improvement Program recommendations. The replacement program will account for proposed capital projects by other departments in the city or other public agencies that may impact the scheduling and completion of watermain and/or water supply rehabilitation/replacement projects. Planning level cost estimates for each project will be included, as well as an optimal replacement year.

The goal of the project is to provide improved data for comprehensive decision making for rehabilitation and replacement of water distribution and water supply assets.

**DISCUSSION:**

Advertisement Date:	08/18/2019	Notices Sent:	109
Opening Date:	09/10/2019	Planholders:	21
		Proposals Received:	7

Proposals were received from the following vendors:

Baxter & Woodman, Inc.	Lockwood, Andrews & Newnam Inc.
CDM Smith	Horner - Shifen
Crawford Murphy and Tilly	Strand Associates
Ciorba Group	

A selection team comprised of staff from the Water Utilities and Electric Utilities evaluated proposals, which were scored based upon the criteria set forth in the RFP:

1. Capability, Capacity and Qualifications of the Firm (30%)
2. Suitability and Quality of the Approach/Methodology (30%)
3. Milestones and Deliverables (25%)
4. Outcomes to be Achieved (15%)

After review and scoring of the proposals, the selection committee invited the top three vendors, Baxter & Woodman, Inc, CDM Smith and Strand Associates to attend interviews. Following completion of interviews, the committee rescored the vendors. The vendor with the highest qualification score, Baxter & Woodman, Inc, is recommended for award. The table below provides a summary of final qualification scores:

Vendor	Qualification Score
Baxter & Woodman, Inc.	91.7
Strand Associates	89.5
CDM Smith	83.94

During interviews, several optional items, including additional analysis of the water model and pump efficiency testing, were presented as ways to add value to the project. Staff negotiated pricing for these items, which are included in the award for the project.

The anticipated completion date of the project is May 31, 2020.

**FISCAL IMPACT:**

CIP #: WU004

Asset and capital improvement program planning is expensed to the infrastructure account listed below, as part of the annual capital improvement program. A total of \$1,200,000 is tentatively budgeted for WU004 in 2020, pending Council approval.

Account Number	Fund Description	Total Budget Amount
41251500-551502	Water & Wastewater	\$23,395,000