



STAFF REPORT

AGENDA NO: 9h

MEETING DATE: June 16, 2025

To: Honorable Mayor and City Council

Date: June 16, 2025

**From: Syed Murtuza, Director of Public Works – (650) 558-7230
Weizhi Cheng, Senior Civil Engineer – (650) 558-7258**

Subject: Adoption of a Resolution Approving a \$299,125 Professional Services Agreement with Wilsey Ham for the Burlingame Gardens and Neighborhood Water Main Replacement Project, City Project No. 86442, and Authorizing the City Manager to Execute the Agreement

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution approving a Professional Services Agreement with Wilsey Ham for professional engineering design services related to the Burlingame Gardens and Neighborhood Water Main Replacement, City Project No. 86442 in the amount of \$299,125 and authorizing the City Manager to execute the Agreement.

BACKGROUND

The Water System Capital Improvement Program (CIP) has identified existing water mains in the Burlingame Gardens Subdivision as the next high priority area to replace aging potable water mains. This project includes replacement of approximately 5,000 linear feet of a combination of four-inch, six-inch, and ten-inch diameter cast iron pipes with new ductile iron pipes. The existing cast iron water mains in these areas were installed nearly 100 years ago and have served their intended service life. This project will also replace water service lines, fire hydrants, valves, and other water system appurtenances in the project area.

The Burlingame Gardens and Neighborhood Water Main Replacement Project will focus on water infrastructure improvements on Majilla Avenue, California Drive, Chula Vista Avenue, Laurel Avenue, Linden Avenue, Park Avenue, and Oak Grove Avenue, as shown in the attached project location map. The new water mains will improve water service reliability, flow capacity, and water quality in the project area.

DISCUSSION

On April 22, 2022, staff issued a 'Request for Proposal' to a list of qualified engineering firms for water main replacements in four project phases; the Burlingame Gardens and Neighborhood Water Main Replacement Project is the second project phase. The City received nine proposals from qualified firms. After a comprehensive review and ranking of the proposals, the consulting firm of

Wilsey Ham was selected as the top-ranking firm because of their high understanding of the overall project, project approach, and quality of the proposal.

Staff negotiated the scope of professional services for the project with Wilsey Ham in the amount of \$299,125. The following is a brief outline of the scope of professional design services, which is described in detail in Exhibit A of the Professional Services Agreement:

- Perform pre-design investigation including field surveying, potholing, and utility location to prepare project base map.
- Prepare 35% design deliverables including a site visit, preliminary pipeline alignments, project title sheet and project notes, and preliminary engineer's cost estimate.
- Prepare 60% design deliverables including coordination with the City, design plans at 60% completion level, construction details, draft specification, updated engineer's cost estimate, and development of a pothole plan.
- Prepare 95% design deliverables after incorporation of City comments. Deliverables include design plans at 95% completion level, profile views of the water mains, bid schedule, updated specifications, and engineer's cost estimate.
- Complete and submit 100% design including addressing City comments, finalizing specifications, finalizing cost estimate, completing 100% contract documents, and performing a quality assurance and quality control review of the contract documents.
- Provide bidding assistance including attending a pre-bid meeting, answering contractor questions, and preparing addenda.
- Perform project management functions, including attending meetings, site visits, and agency coordination.

The project construction is anticipated to begin in 2027 and be completed in 2028.

FISCAL IMPACT

The following are the estimated costs related to the project design development:

Consultant Design Services	\$299,125
Contingency (15%)	\$44,869
Engineering Design & Administration	\$36,006
Total	\$380,000

There are adequate funds available in the FY 2025-26 Water Capital Improvement Program to complete the design of the project.

Exhibits:

- Resolution
- Professional Services Agreement
- Project Location Map