



STAFF REPORT

AGENDA NO: 8e

MEETING DATE: September 3, 2019

To: Honorable Mayor and City Council

Date: September 3, 2019

From: Syed Murtuza, Director of Public Works – (650) 558-7230

Subject: Adoption of a Resolution Approving a Professional Services Agreement with Wilsey Ham for the Burlingame and Glenwood Park Subdivision and Neighborhood Water Main Improvements, City Project No. 84891, 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 services related to the Burlingame and Glenwood Park Subdivision and Neighborhood Water Main Improvements, in the amount of \$298,760, and authorizing the City Manager to execute the agreement.

BACKGROUND

The Water System Capital Improvement Program (CIP) identified the existing water mains in the Burlingame and Glenwood Park Subdivision as one of the high priority project areas to replace aging potable water mains. This is the second phase of a four phased project to replace approximately 7,520 linear feet of four-inch, six-inch, and twelve-inch diameter cast iron water mains with new polyvinyl chloride (PVC) and ductile iron pipes. The existing cast iron pipes were installed approximately 90 years ago and have served beyond their intended service life.

The Burlingame and Glenwood Park Subdivision Water Main Improvements will focus on water infrastructure improvements on Chapin Avenue, Ralston Avenue, Howard Avenue, Newlands Avenue, Central Avenue, Crescent Avenue, Carol Avenue, East Carol Avenue, and Cypress Avenue. The new water infrastructure will improve the water flow capacity in the water mains, thereby improving the water volume and volume to the community. Additionally, the improved system will enhance the City's ability to fight fires with improved fire hydrants system.

DISCUSSION

On August 15, 2017, staff issued a Request for Proposals to a list of qualified engineering firms for professional services related to designing improvements along El Camino Real between Sanchez and Barroilhet Avenues, and adjacent subdivisions. The City received eight 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 for this phase because of their understanding of the overall project, project approach, and quality of proposal.

Staff negotiated the scope of professional services for the project with Wilsey Ham in the amount of \$298,760. The following is a brief outline of the scope of professional design services, which is described in detail in Exhibit A of the attached Professional Services Agreement.

- Perform pre-design investigation including field surveying, potholing, and utility location to prepare project base map.
- Prepare 35% design submittal including preliminary horizontal layout of the pipeline alignments, design memo, and preliminary engineer's estimate.
- Prepare 50% design submittal including preliminary pipeline alignments, construction details, draft specifications, coordination with Hillsborough, pothole plan, and preliminary engineer's estimate.
- Prepare 90% design submittal including coordination with the City, updating pipeline plan and profiles to 90% completion, preparing a draft bid package, and updating the engineer's estimate.
- Prepare 95% design submittal including coordination with the City, updating pipeline plan and profiles to 95% completion, preparing a draft bid package, and updating the engineer's 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 the summer of 2021 and be completed by the end of 2022.

FISCAL IMPACT

The following are the estimated costs relative to the project development:

Consultant Design Services	\$298,760
Contingency (15%)	\$44,814
Engineering Design & Administration	\$31,426
Total	\$375,000

There are adequate funds available in the FY 2019-20 Water CIP Budget to complete the project.

Exhibits:

- Resolution
- Professional Services Agreement
- Project Location Map