

TO: Andrew P. Powers, City Manager

FROM: Clifford G. Finley, Public Works Director

DATE: September 12, 2023

SUBJECT: Hill Canyon Treatment Plant Tertiary Filter Rehabilitation Project (MI 2590)

RECOMMENDATION:

1. Approve Professional Services Agreement with HDR Engineering, Inc., (Los Angeles, CA) in an amount not to exceed \$360,790 for the preparation of a condition assessment as well as plans and specifications related to the Tertiary Filters at the Hill Canyon Treatment Plant (HCTP), plus extra services of \$36,000, with a term ending December 31, 2024.
2. Authorize expenditure in the amount of \$396,790 (\$360,790 agreement, plus extra services of \$36,000) from A/C #624-8250-682-5500 (MI 2590, HCTP Tertiary Filter Rehabilitation Project).
3. Find that this action is not a project as defined under the California Environmental Quality Act (CEQA).

FINANCIAL IMPACT:

No Additional Funding Requested. \$3,530,000 is included in the Adopted FY 2023-25 Wastewater Capital Fund Budget and an estimated \$297,992 will be carried over from FY 2022-23 to FY 2023-24 for a total available budget of \$3,827,992. The total estimated cost of the project is \$3,820,000.

BACKGROUND:

The HCTP treats wastewater from the community of Thousand Oaks. There are 10 tertiary filters, which are a critical component of the treatment process. Six filters were included when the plant was constructed in 1977, and four more were added during an upgrade in 2003. The filter building is a two-story reinforced concrete structure with the filters located on the second level and the piping, mechanical, and electrical equipment located on the lower level (Attachment #1). Over time, filters need to have their media replaced, and an analysis of media performance is

required to determine the best course of action. The filter media study will outline the recommendations for replacement based on current media performance and treatment plant flows.

This project also encompasses a thorough evaluation of the filter configuration, internal equipment, concrete structure, and electrical systems. The filter building exhibits pronounced concrete cracking, resulting in concrete spalling in localized areas and subsequent leaks on the lower levels. Furthermore, inclement weather conditions, particularly during rainfall events, lead to the flooding of specific electrical conduits and panels.

DISCUSSION/ANALYSIS:

As part of the tertiary filter rehabilitation and media study, it is necessary to retain the services of a professional engineering firm to review the existing filter media performance, meet with HCTP staff to obtain their input into the overall project issues (e.g., filter performance issues, concrete, and electrical issues), and to prepare a preliminary design report outlining the recommended improvements. Once the preliminary design report is completed, the recommendations will be used to prepare a set of construction-ready plans and specifications, which will be a future task.

In accordance with Government Code section 4526 and Thousand Oaks Municipal Code section 3-10.401, staff solicited a Request for Proposals/Qualifications (RFP/Q) for the Tertiary Filter Rehabilitation Project. Unlike the low bid requirements of the Public Contract Code, contracts for professional, management, general, or special services should only be awarded to firms or persons who have demonstrated an adequate level of experience, competence, training, credentials, resources, staffing, and other professional qualifications necessary for more than satisfactory performance of the services solicited. The award of an RFP/Q is based upon a variety of factors that demonstrate the best value to the agency for the solicited scope of service. The cost of the service may be considered as one of those factors; however, the lowest cost is not the sole factor in deciding who will be awarded the contract.

A formal RFP/Q was publicly advertised in June 2023 in the Thousand Oaks Acorn newspaper and the City's procurement website for professional services to perform the filter media study and develop a preliminary design report (PDR) with rehabilitation recommendations (filters, structure, electrical) for the Tertiary Filter Rehabilitation Project.

Two proposals were received in July 2023 from the following consulting firms:

1. Atkins Global, Inc. – Los Angeles, CA
2. HDR Engineering, Inc. – Los Angeles, CA

A team of Public Works engineering and operations staff evaluated the proposals based on the following qualification criteria:

- Project understanding and approach
- Relevant experience (projects of similar size and scope)
- Quality, clarity, responsiveness, and conformance with the terms of the RFP/Q
- Qualifications and availability of key persons working on the project
- Team members' (sub-consultants) qualifications
- Reasonableness of completion schedule and estimated level of effort dedicated to completing each task

The Atkins Global, Inc. (Atkins) proposal is comprised of three consulting firms: Atkins and two sub-consultants, while the HDR Engineering, Inc. (HDR) proposal is comprised of solely HDR staff. After careful review and consideration of the two firms' qualifications and project team/approach, HDR was determined to be the most qualified to best fit the City's needs for this project.

HDR staff have worked on several recent projects in the City including the Meadows Reservoir Project, Unit Y Rehabilitation Project, HCTP Digesters 1-3, and the Secondary Clarifier No. 3 Project. The consultant team is very familiar with what is needed for the design of this project. Detailed scope of work and consulting fees have been negotiated and finalized with HDR. Staff recommends approval of the Professional Services Agreement with HDR (Attachment #2).

ESTIMATED PROJECT COST SUMMARY

Design (this action)	\$ 360,790
Design Extra Services	\$ 36,000
City Furnished Materials/Supplies (future)	\$ 5,000
Final Design and Engineering (future)	\$ 218,210
Construction Phase (future)	<u>\$ 3,200,000</u>
Total Estimated Project Cost	\$ 3,820,000

This action is not a project as defined under the CEQA because this action will not result in a direct or foreseeable indirect physical change in the environment [14 CCR 15060(c)]. The proposed condition assessment study is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

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This project meets City Council's Top Ten Priorities #6, "Public Works + Infrastructure Investments".

CIP PROJECT PRIORITY (as outlined in FY 2023-24 and FY 2024-25 CIP Program Budget)

Priority Two – Necessary, but not essential, and there could be consequences if deferred.

COUNCIL GOAL COMPLIANCE:

Meets the following City Council goals:

C. Operate City government in a fiscally and managerially responsible and prudent manner to ensure that the City of Thousand Oaks remains one of California's most desirable places to live, work, visit, recreate, and raise a family.

F. Provide and enhance essential infrastructure to ensure that the goals and policies of the Thousand Oaks General Plan are carried out and the City retains its role and reputation as a leader in protecting the environment and preserving limited natural resources.

PREPARED BY: Paul Weinstein, Associate Analyst

Attachments:

Attachment #1 – Vicinity and Location Maps

Attachment #2 – Professional Services Agreement with HDR Engineering, Inc.