

TO: Andrew P. Powers, City Manager

FROM: Clifford G. Finley, Public Works Director

DATE: June 20, 2023

SUBJECT: Site Improvements at Reservoirs and Pump Stations (CI 5520)

RECOMMENDATION:

1. Award Professional Services Agreement with AECOM Technical Services, Inc. (Westlake Village, CA) in an amount not to exceed \$399,055 for engineering and design of Site Improvements at Reservoirs and Pump Stations (CI 5520), plus extra services of \$40,000, with a term ending December 31, 2024.
2. Authorize expense in the amount of \$444,055 (\$399,055 agreement, plus \$40,000 extra services, and \$5,000 for City furnished materials and supplies), \$399,055 from A/C #612-8040-682-8300, and \$45,000 from A/C #613-8040-682-8300 (CI 5520, Site Improvements at Reservoirs and Pump Stations).
3. Find that this action is not a project as defined under the California Environmental Quality Act.

FINANCIAL IMPACT:

No Additional Funding Requested. \$2,000,000 is included in the Adopted FY 2022-23 Water Capital Fund Budget. Additionally, \$950,000 is included in the Adopted FY 2023-24 Water Capital Fund Budget. Total project cost is estimated at \$2,894,000.

BACKGROUND:

The City's Public Works Department manages the City's water storage and distribution facilities consisting of 11 Calleguas turnouts, four hydropneumatic pump stations, 16 pump stations, 16 reservoirs, and two booster stations. Many of these sites need certain improvements to address wildfire resiliency, site drainage, accidental tank overflow containment, pump, and electrical equipment enclosures, fencing, and the addition of emergency generators. These improvements are necessary to maintain these crucial infrastructure components and ensure proper protection of neighboring slopes from erosion and damage.

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The proposed improvements will address the following scope of work at a total of 10 reservoir and 12 pump station facilities:

- Existing temporary canopies and tarps providing protection from exposure to elements are currently deteriorated, resulting in changes to the operating temperature of the electric motors at the pump stations, decreasing the life of the motor, and requiring frequent repair and maintenance. Replacement of canopies and tarps with a more permanent solution is required.
- Routine maintenance and waterproofing to existing pump station roofs have been performed over the last several years, however, major storm events continue to cause water intrusion and damage. Complete tear-off and rebuild of the deteriorating roofing structures are required.
- The roof hatches to access the electric motors and pumps for maintenance and repair are not large enough to fit the equipment through them. Modification to the roof hatches is required.
- Installation of emergency generators at the Lone Oak and Erbes pump stations is required to maintain operation during power outages. The emergency generator at Lone Oak needs to be enclosed to suppress noise affecting neighboring houses.
- Onsite and offsite improvements are necessary to correct drainage deficiencies and proper containment and discharge of flow at each site in the event of accidental tank overflow.
- Fire hardening improvements are required to protect the equipment during wildfires and reduce the risk of damage to this critical infrastructure.

DISCUSSION/ANALYSIS:

The City requires services from a professional engineering firm to complete the design, surveying, and engineering for the project, and prepare the construction contract documents. 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 project. Unlike the low bid requirements of the Public Contract Code, contracts for professional 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 a satisfactory performance of the services solicited. The award of a professional services agreement is based upon a variety of factors that demonstrate 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.

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On March 17, 2023, the City publicly advertised a formal RFP/Q for engineering consulting firms in the Thousand Oaks Acorn newspaper and on the City's e-procurement website to provide the required professional services for the following phases of the project: Phase I – Engineering Design, preparation of the contract documents, and engineering support services during the bid process; and Phase II – Engineering Support Services during construction. The RFP/Q was sent out to over 1,800 vendors, and a total of 46 vendors downloaded the RFP/Q document. On April 21, 2023, the City received three proposals from the following engineering firms:

1. AECOM Technical Services – Westlake Village, CA
2. Lee & Ro, Inc. – City of Industry, CA
3. Wood Rodgers, Inc. – Sacramento, CA

A team of Public Works 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 terms of the RFP/Q;
- Qualifications and availability of key persons working on the project;
- Team members' (subconsultants) qualifications; and
- Reasonableness of completion schedule and estimated level of effort dedicated to completing each task.

After careful review and consideration of the above criteria, the proposal from AECOM Technical Services, Inc. (AECOM) was determined to provide the most value in meeting the City's needs for this project. The scope of work and consulting fees have been negotiated and finalized with AECOM. Staff recommends City Council approve the Professional Services Agreement with AECOM in the amount of \$399,055 (Attachment #1), for design, preparation of Contract Documents, and Bidding Services (Phase I). Upon successful completion of Phase I work by the Consultant, staff will seek City Council's authorization to amend AECOM's contract to provide engineering support services during construction (Phase II).

ESTIMATED PROJECT COST SUMMARY

Engineering Design (this action)	\$ 399,055
Engineering Extra Services (this action)	\$ 40,000
City Furnished Material / Supplies (this action)	\$ 5,000
Engineering Construction Support (future)	\$ 250,000
Construction Contract (Future)	<u>\$2,200,000</u>
Total	<u>\$2,894,055</u>

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PROJECT TIMELINE

Begin Design	Summer 2023
Complete Design	Spring 2024
Bid & Award Process	Summer 2024
Begin Construction	Fall 2024
Project Completion	Fall 2025

Community Outreach: The design phase of this project is not expected to adversely impact any neighboring residences. Public Outreach will be performed during subsequent phases of the project, before and during construction activities.

This action is not a project as defined under the California Environmental Quality Act because this action will not result in a direct or foreseeable indirect physical change in the environment [14 CCR 15060(c)].

This project meets City Council's Top Ten Priorities #9, "Public Works Infrastructure Investments".

CIP PROJECT PRIORITY (as outlined in FY 2021-23 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: Roner DelCastillo, Associate Engineer

Attachments:

Attachment #1 – Professional Services Agreement with AECOM