

COUNCIL ACTION FORM

SUBJECT: DESIGN SERVICES FOR LIFT STATION IMPROVEMENTS

BACKGROUND:

On December 17, 2013, Council awarded a contract to HDR Engineering, Inc. in an amount not to exceed \$96,055 for the design of improvements needed to the Orchard Drive and Highway 30 sanitary sewer lift stations. HDR Engineering's original scope of work for the project did not include work related to investigating and acquiring permanent and temporary construction easements for the two lift station sites.

The Orchard Drive lift station was originally constructed in 1930 and is situated on private property. Preliminary investigations by HDR are showing that, at the time of the original construction, no official easements were recorded for this location. The Highway 30 lift station is located on City-owned right-of-way, but construction activities may require temporary construction easements from adjacent property owners.

Since construction activities at both locations will require access to private property, existing easements need to be verified and, where necessary, new permanent utility easements and temporary construction easements need to be acquired. HDR has submitted a proposed scope of work for assisting the City in verifying existing easements and negotiating permanent and temporary easements for this project. HDR has proposed a fee to perform this work based on an hourly rate, not to exceed \$28,885 without prior approval from the City. HDR's scope and fee is based on a worst case scenario that assumes a lengthy, protracted series of negotiations with the property owners. If easements can be readily attained from property owners, then the actual fee for acquisition services will be much lower.

ALTERNATIVES:

1. Approve Change Order No. 1 to HDR's contract, dated December 17, 2013, to include assistance with easement review and acquisition in the scope of services with compensation based on an hourly rate and not to exceed \$28,885.
2. Do not approve the change order with HDR Engineering, Inc. for assisting staff with easement review and acquisition at this time.

MANAGER'S RECOMMENDED ACTION:

The Highway 30 and Orchard Drive lift stations are nearing the end of their useful services lives. Design and construction needs to be completed in the near future to ensure sanitary sewer wastes are properly conveyed to the Water Pollution Control Facility. Construction cannot commence without verifying existing easements and acquiring needed permanent and temporary utility easements. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.