

COUNCIL ACTION FORM

SUBJECT: ENGINEERING SERVICES FOR WELL FIELD PIPELINE ROUTE DETERMINATION

BACKGROUND:

Currently the City of Ames obtains its water from 22 groundwater wells. Development of a new well field is necessary to both maintain the current source capacity as the downtown wells begin to age and become less effective, and to provide additional capacity for the growing community. The new planned well field will add an estimated five million gallons per day (mgd) of raw water that will be delivered to the City's Water Treatment Plant.

On February 20, 2015, a request for proposals (RFP) for engineering services was issued for the route determination and design of the pipeline associated with the new well field. On March 20, 2015, the City received five proposals in response to the RFP. Firms were asked to submit their fee proposals in separate sealed envelopes from their qualifications-based proposals to allow staff to make a selection based strictly on the firms' qualifications for the project.

After a thorough review of each firm's proposal, staff determined that HDR Engineering was the most qualified firm for both the route determination and design of the project. Following selection of HDR, fee proposals were opened. Fee proposals for each of the firms submitting proposals for this project are listed below.

Firm	Qualifications Rankings (out of 130)	Fee Proposal
HDR	115	\$ 258,559
Fox Engineering	112	\$ 99,400
Stanley	105	\$ 267,000
Bolton & Menk	99	\$ 221,300
Veenstra & Kimm	97	\$ 66,068

HDR was the firm ranked the highest based on their qualifications. As shown in the table above, there was a wide range in the dollar amount of the proposals. From reviewing each firm's proposed scope of work, staff was uncomfortable with the level of effort being proposed by FOX and Veenstra & Kimm, and they were eliminated from further consideration. When considering the proposals by the remaining three firms, staff considered the existing, positive working relationship with the proposed project manager from HDR, and that HDR was proposing a more experienced design team where the team members have completed numerous projects together (as opposed to

some firms where it appeared their team members may not have previously collaborated together). The fee proposal from HDR was in the middle of the three firms which seem to best understand the project's scope.

Discussions with HDR indicated that the level of uncertainty of the route resulted in some additional costs being included in their proposal for the final design phase. As a result, staff decided to negotiate just the scope of services for the route determination portion of the project at this time. After finalizing the reduced scope of services with HDR, **their final proposed fee for the route determination engineering services is \$37,500.** HDR has already entered into a Master Agreement with the City to provide professional services unrelated to the new well field project. That Master Agreement already contains all of the legal terms and conditions of the contract, so the scope of work for the new well field pipeline can simply be included in a new Task Order under that existing Master Agreement.

Even though the scope of work in the proposed Task Order does not include final design, bidding, or construction phase services at this time, the consultant selection process included an evaluation of each firm's capabilities and qualifications for those elements.

Once the route determination has been completed, City staff intends to negotiate the scope and fee for completing the design, bidding, and construction phases of the project directly with HDR without issuing an additional RFP. That subsequent contract will be brought back to Council for approval. Because the proposal already submitted by HDR included the full scope, including elements that will be added later, staff already has a competitive proposal upon which to base the future contract. With some uncertainty being removed during the initial route study phase, staff anticipates that the final design fees could be slightly lower than the original proposal from HDR.

Staff intends to solicit feedback on the project from the public, from Parks and Recreation Department staff and from the Parks and Recreation Commission at appropriate times during the study. Staff will perform the engineering design for the actual wells and has already been in contact with some of the affected property owners.

ALTERNATIVES:

1. Approve a new Task Order to HDR Engineering, Inc., of Des Moines, Iowa, for a pipeline route study in an amount not to exceed \$37,500.
2. Do not authorize the pipeline route determination at this time.

MANAGER'S RECOMMENDED ACTION:

The downtown wells are continuing to age and become less effective. In order to continue to increase source capacity for the City, new wells and pipelines need to be constructed. City staff has worked with researchers at Iowa State University to

determine the location of the new wells, and test drilling has been done to confirm they will produce the desired yields.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving a new Task Order to the existing Master Agreement with HDR Engineering, Inc., of Des Moines, Iowa, for a pipeline route study in an amount not to exceed \$37,500.