

COUNCIL ACTION FORM

SUBJECT: **ENGINEERING SERVICES FOR SAM PUMP STATION IMPROVEMENTS – BACKUP GENERATION**

BACKGROUND:

In 2003, the water distribution system was split into two separate pressure zones to accommodate growth in the west and southwest portions of the city. To provide the increased pressure to the new western pressure zone, a booster pump station was built at the intersection of State Avenue and Mortensen Road.

This project will consist of design services to develop plans and specifications to install standby power at the pump station. It incorporates the Iowa DNR’s Water Supply Design Standards that state “...Dedicated standby power shall be required so that water may be pumped to the distribution system during power outages to meet the average day demand...” As growth in the western pressure zone continues to increase, it is important to add standby power at the pump station site. Note that this project was intentionally accelerated in the FY 2022/23 CIP as a result of the derecho storm event of 2020.

In April 2022, a Request for Proposals (RFP) was issued for engineering services to develop design plans for the standby generator and a booster pump variable frequency drive (VFD). Staff utilized a “two-envelope” selection process for professional services, where the firm’s qualifications and proposed scope of work is submitted in one envelope, and their proposed fee is submitted in a second envelope. This process allows staff to first review the submitted proposals in order to identify the firm whose qualifications and proposed scope of work are most appropriate. Then, after selecting the preferred firm, staff opens the proposed fee envelopes to confirm that the selected firm is proposing a fee that is in line with what other firms would propose for a similar scope of work. In all cases, the final scope of work and fee is negotiated with the firm identified as having submitted the most appropriate submittal.

Seven responses to the RFP were received. The ranking of the firms prior to opening the fee proposals is as follows.

Firm Name	Rank
Strand Associates, Inc.	1
Short Elliot Hendrickson, Inc. (SEH)	2
Barr Engineering Co.	3 (tied)
ISG	3 (tied)
Veenstra and Kimm, Inc. (V&K)	5
IMEG	6
Krishna Engineering Consultants, Inc. (KEC)	7

The V&K, IMEG, and KEC proposals were all missing required elements of the RFP and the included scopes were minimalistic. Following the review of each firm’s qualifications and proposed scope of work, staff next opened the fee proposal envelopes.

Firm Name	Rank	Base Fee Proposal
Strand Associates, Inc.	1	\$59,000
Short Elliot Hendrickson, Inc. (SEH)	2	\$59,600
Barr Engineering Co.	3	\$37,250
ISG	4	\$35,000
Veenstra and Kimm, Inc. (V&K)	5	\$27,100
IMEG	6	\$15,400
Krishna Engineering Consultants, Inc. (KEC)	7	\$25,000

Both SEH and Strand documented good firm experience and well-qualified teams, but both were found to have elevated proposal fees when compared to other firms who provided similar scopes of work. By comparison, Barr and ISG’s proposal described good experience performing design work specifically with standby generators, with similar scopes as higher ranked firms, but with proposal fees by both that were substantially less.

There were no significant concerns with ISG; only that staff has very little first-hand experience working with them. **At the end of the evaluation process, staff identified Barr Engineering Co. as the proposal in the best interests of the utility. Barr has a long history with City staff and has performed numerous electrical projects for the department, including the standby generator at the new water plant and multiple electrical generation projects at the WPC Facility. With their extensive knowledge of our operation, performance on past projects, and excellent project communication, staff feels that Barr would be the best fit for this project.**

The FY 2022/23 CIP budget includes \$145,000 for the design and construction of the standby generator at State Avenue and Mortensen Road pump station.

ALTERNATIVES:

1. Award a contract for engineering services to Barr Engineering Co. of Minneapolis, MN, for the SAM Pump Station Improvements – Backup Generation in an amount not to exceed \$37,250 which includes design of the standby generator and a booster pump VFD.
2. Award the contract for engineering services to one of the other firms.
3. Do not award a contract to Barr Engineering Co., and do not initiate the project at this time.

CITY MANAGER’S RECOMMENDED ACTION:

As a result of the 2020 derecho, the addition of standby electrical power became a high priority. This project will provide emergency electrical power to operate the three pumps

that provide needed pressure to west Ames. A competitive, qualifications-based RFP process was conducted in accordance with the City's Purchasing Policies and Procedures, and a scope of work was negotiated with the preferred firm.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.