

Agenda Report

TO: CITY COUNCIL

DATE: MARCH 28, 2005

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH DESIGNATED ENGINEERING FIRMS TO PROVIDE ENGINEERING SERVICES FOR PROJECTS INCLUDED IN THE CAPITAL IMPROVEMENT PROGRAM IN AMOUNTS NOT TO EXCEED THE AMOUNT APPROPRIATED IN THE CAPITAL IMPROVEMENT PROGRAM BUDGET

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to enter into contracts with designated engineering firms to provide engineering services for projects included in the approved capital improvement program budget in amounts not to exceed the amount estimated for engineering services on per project basis, pursuant to the contracts for performance of CIP projects, not to exceed a period of three years.

The proposed contracts are exempt from competitive bidding pursuant to City Charter Section 1002 (f), contracts for professional or unique services.

BACKGROUND

As a result of the increasing need for replacing and upgrading existing infrastructure and meeting new service demands, Pasadena Water and Power (PWP) has been unable to meet its planned goals for capital improvement, operations, and ongoing maintenance. PWP has accumulated a backlog of capital improvement projects (CIP) totaling approximately \$11 million for the Water System (except for water main replacements) and \$17 million for the Power System due largely to lack of engineering and project management resources. Furthermore, as indicated in the approved Water System Master Plan and pending Power System Master Plan, CIP workload is expected to increase dramatically in the coming years for both systems. As a result of backlogs and implementation of these master plans, PWP CIP projects over the next four to five years will cost approximately \$17 million annually for the Water System and \$30 million annually for the Power System. PWP does not have engineering resources needed to

support these levels of activities and even with additional in-house staff could not realistically meet the increased level of CIP demands for several years.

In 2002, a Water System Master Plan (Plan) was completed. The objective of the Plan was to provide PWP with an evaluation of its existing water system and illustrate how to adequately and reliably produce and distribute water under existing and future conditions through 2020. The Plan addressed existing system deficiencies and facility requirements to meet increasing demands over the next 16 years. The Plan also provided details of a proposed Capital Improvement Program for the water system, including phasing of projects and capital requirements.

In March 2004, the City Council approved the development of the Electric Distribution Master Plan. The final draft of this plan will be available in early 2005. Similar to the Water Plan, the objective of this plan is to provide PWP with an evaluation of its existing electric system and illustrate how to efficiently provide and distribute reliable electric services for the next 20 years. The plan will address electric demand, service reliability, usage of resources and safety and conformity with regulatory requirements. It will also provide details of a Capital Improvement Program that will support the long-term objectives of the PWP.

To meet this increased demand for engineering resources, a mix of additional staff and contract resources are needed. PWP plans to request additional engineering staff in its FY 2006 budget submittal. The request will be developed based on the level core, ongoing work needed to support the master plans for water and power delivery. Contract resources should be directed towards specialized engineering services and projects of limited duration.

Historically, PWP has obtained outside engineering resources on a project-by-project basis, requiring a separate competitive selection and contracting process for each project. In order to efficiently obtain access to the necessary engineering resources and reduce administrative burden, PWP seeks to pre-qualify and contract with several engineering firms. The pre-qualified vendors will provide PWP with a broad range of general and specialized engineering services it needs while reducing the administrative burden and time associated with contracting for engineering services on a project-by-project basis.

PWP issued a Request For Proposals (RFP) on September 23, 2004 for General Engineering Services to support the Water System and a similar RFP to support the Power System. The goal of this process was to pre-qualify one or more vendors to provide a wide range of engineering services related to the CIP on an as needed or project basis for the next three years. PWP anticipates that contract awards associated with this RFP will be in the range of \$1.5 to \$2.5 million annually for the Water System and up to \$3 million annually for the Power System.

For the Water System, RFPs were sent to 43 engineering service firms. Twenty-six firms that received RFP's provided responses. Five of those vendors were chosen, as listed below.

For the Power System, RFPs were sent to 52 engineering service firms. Fifteen firms that received RFP's provided responses. Five vendors were chosen, as listed below.

The proposals were evaluated using the criteria set forth in the RFP and attached to this report by a review panel selected by City staff in accordance with the City's competitive selection process for professional services. Because of the broad range of distinct services packages offered, the number of firms listed herein are the best qualified to complete these service packages. Pre-qualifying these vendors will ensure that PWP has timely access to resources with the necessary range of services and expertise at the best possible price.

The following list of vendors shall be pre-qualified to perform services for PWP. A summary table, out of a maximum possible 100 points of the evaluation, is attached to this report.

Water Division

VENDOR

Carollo Engineers
Parsons
Kennedy/Jenks Consultants
Raines, Melton & Carella, Inc.
Bookman-Edmonston

Power division

VENDOR

Shaw Energy Delivery Services
Black & Veatch
RW Beck
Burns & McDonnell
Bibb & Associates

As project work-scopes are identified, the PWP General Manager shall determine which, if any, of the pre-qualified vendors is the most qualified to perform the needed services. This may be achieved through either an informal competitive process amongst pre-qualified firms or through direct or a negotiated process.

These pre-qualified vendors are not guaranteed to be awarded any specific work and will not be eligible for any compensation except to the extent that the work is authorized and completed to the City's satisfaction. Additionally, the City will retain the right to self perform work or undertake a formal competitive process.

The proposed contracts are in compliance with Competitive Bidding and Purchasing Ordinance P.M.C. 4.08 and the rules and regulations promulgated there under.


FISCAL IMPACT

Funding is to be provided from approved appropriations in the PWP CIP.

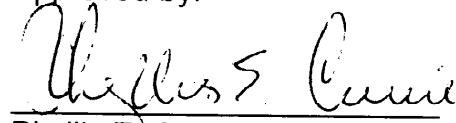
Respectfully submitted,


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for

**Attachment 1
RFP TOTAL POINTS**

**REQUEST FOR PROPOSAL
GENERAL ENGINEERING SERVICES**

Water Division

Consultant/ Company	Qualifications, Experience & References (35%)	Staff Support & Responsiveness (25%)	Cost of Services (20%)	Corporate Strength (10%)	Local Preference (5%)	Micro or Small Business (5%)	TOTAL
Corollo	29	19	13	10	5	0	75
Parsons	26	21	2	10	5	0	65
RMC	25	20	10	7	0	0	63
Kennedy/Jenks	27	20	7	10	0	0	63
Bookman- Edmonston	27	19	9	8	0	0	62
Richard Slade	27	19	10	7	0	0	61
MWH	25	19	2	9	5	0	60
Stetson	22	16	13	8	0	0	59
Lee & Ro	24	19	8	9	0	0	59
Hydrologue	14	13	16	5	5	5	58
KOMEX	24	17	10	7	0	0	57
Project Partners	19	15	14	3	0	5	56
DMR Team	17	13	18	8	0	0	56
CH2M Hill	27	19	1	9	0	0	56
CDM	26	18	3	9	0	0	56
Alexander	18	18	13	8	0	0	56
WQTS	24	20	2	4	0	0	55
AKM	20	14	9	5	0	5	53
Wheeler & R.W. Beck	18	13	10	7	5	5	53
R.W. Beck	19	13	3	7	0	0	42
Geocon	13	11	11	7	0	0	42
B&E	12	13	11	6	0	0	42
BIBB & Associates	12	8	9	7	5	0	40
PEAK	5	8	20	6	0	0	39
RKA	5	13	10	4	0	0	32
Haslett	4	6	13	2	5	0	29

Power Division

Consultant/ Company	Qualifications, Experience & References (35%)	Staff Support & Responsiveness (25%)	Cost of Services (20%)	Corporate Strength (10%)	Local Preference (5%)	Micro or Small Business (5%)	TOTAL
Black & Veatch	28	19	18	9	0	0	74
Burns & McDonnell	28	20	14	10	0	0	72
RW Beck	30	21	12	9	0	0	72
Shaw Energy	26	18	14	8	5	0	71
Bibb & Associates	16	14	20	9	5	0	64
Gateway Science & Engineering	16	17	14	6	5	5	63
Integrated Engineers & Contractor	14	14	16	7	5	5	61
Power Engineers	17	12	16	8	0	0	53
CH2M Hill	14	15	10	8	0	0	47
Stanley Consultants	13	9	14	5	0	0	41
FCI Management Consultants	4	5	16	5	0	5	35
Navigant Consulting	11	8	8	8	0	0	35
Dahl, Taylor & Associates	6	4	18	6	0	0	34
Haskett Construction	2	2	12	5	5	5	31
Henkels & McCoy	2	4	12	8	0	0	26