



Staff Report

TO: City Council
FROM: Thaxton Van Belle, Director of Water Reclamation
DATE: May 7, 2024
SUBJECT: Approve a First Amendment with Albert A. Webb Associates to Provide Engineering Services for the WWTP Improvements Project – Capital Improvement Project WW24-01

Description First Amendment to Professional Services Agreement with Albert A. Webb Associates.

Background and Analysis:

The City issued a request for proposals (RFP) on April 6, 2023, to interested firms qualified to provide engineering services for the Wastewater Treatment Plant (WWTP) including design services and engineering support services during construction phase. Albert A. Webb Associates (Webb) was selected to provide engineering services for the WWTP Improvements. A professional services agreement was executed in the amount of \$264,680 on June 20, 2023 (Attachment A).

Subsequently, several additional improvements were identified as necessary to ensure efficient operation of the WWTP including an upgrade of the WWTP's non-potable water pump station as well as a secondary access road. Webb submitted a scope and cost proposal for the engineering of these scope items (Attachment B).

Staff has also reviewed with Webb the concept of a demonstration garden discussed at a recent meeting of the City Council. Webb has stated that the design and construction of a modest sized demonstration garden can be accommodated within the existing capital budget for landscape improvements and no additional budget augmentation is anticipated for the demonstration garden.

Staff is recommending an amendment to the current PSA in the amount of \$45,359, resulting in a revised contract amount of \$310,039. In addition, staff is recommending a 5% contingency (\$13,200) for unforeseen engineering costs associated with the WWTP improvements.

Fiscal Impact:

The cost to prepare this report is estimated at \$300. The fiscal impact to the capital project WW24-01 is an increase of \$58,559 (including the 5% contingency).

The following table is an overview of the current project funding and project budget.

WW24-01 WWTP Improvements Project Accounting Summary		
Funding Summary		
Funding Year	Funding Source	Amount
23/24	PayGo	\$2,034,369
23/24	WW DIF	\$465,631
Total Project Funding =		\$2,500,000

Budget Summary				
Project Component	Budget	Encumbered	Paid to Date	Remaining Budget
Project Management	\$0	\$0	\$0	\$0
Preliminary Services	\$0	\$0	\$0	\$0
Environmental	\$0	\$0	\$0	\$0
Design	\$264,680	(\$264,680)	(\$111,683)	\$0
Construction	\$2,235,320	\$0	\$0	\$2,235,320
Construction Management	\$0	\$0	\$0	\$0
Permits	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
Project Summary Totals	\$2,500,000	(\$264,680)	(\$111,683)	\$2,235,320

Recommended Action:

Approve the First Amendment with Albert A. Webb Associates to Provide Engineering Services for the Wastewater Treatment Plant Improvements Project to add services and compensation in the amount of \$45,359 and authorize the City Manager to approve any contingencies up to 5% of the total sum of the original contract amount.

Attachments:

- A. Original Contract with Webb for WWTP Site Improvements
- B. First Amendment to the Agreement for Professional Services

C. Webb Proposal for additional design items