

A G E N D A R E P O R T

DATE July 5, 2005

ITEM: PROFESSIONAL SERVICES AGREEMENT, WATER MASTER PLAN, O.F. 1352

INITIATED BY: PUBLIC WORKS DEPARTMENT/ENGINEERING BRANCH

ACTION REQUESTED: APPROVE AGREEMENT

PRESENTED BY: JIM REARDEN, PUBLIC WORKS DIRECTOR

RECOMMENDATION: Approve the attached agreement between the City of Great Falls and Thomas, Dean & Hoskins, Inc. (TD&H) to update the existing water master plan. The updated plan will be used to guide future improvements.

MOTION: "I move the City Commission approve the attached professional services agreement in the amount of \$341,000.00 with Thomas, Dean & Hoskins, Inc. for the Water Master Plan, O.F. 1352 and authorize the City Manager to sign the agreement."

SYNOPSIS: This project will provide an examination of current and future water consumption and regulatory demands. It will also assess the ability of the facilities and major components to meet current and future demands over a 20 year planning period.

City staff and TD&H have negotiated the proposed agreement (attached). The estimated cost of TD&H's inspection and evaluation services is \$341,000.00.

BACKGROUND: This project is part of a continuing improvement and maintenance program to the City's water system, and is identified in the City's Water Capital Improvement Plan.

TD&H was selected on the Request for Qualifications (RFQ) basis outlined in the Architects Engineers Surveyors Selection Policy. Three consultant teams submitted proposals. The teams were then interviewed by City Public Works staff and Commissioner Rosenbaum on May 12, 2005. The team lead by TD&H placed first in the ratings, with the Neil Consultants (NCI) team placing second. The proposed fees for services of each proposal were then reviewed. The TD&H proposed fee appeared high at \$415,000, while the NCI proposed fee was in the range of roughly \$320,000 to \$435,000. Follow-up meetings were held with both teams to discuss the desired scope of services in more detail. The consultants then submitted revised fee estimates. The \$341,000 fee from TD&H compares to the NCI fee ranging from \$302,519 to \$377,163. When comparable services were evaluated, the prices of the two consultant teams are similar. With the original preference for TD&H in the team evaluations, the attached agreement was then successfully negotiated.

This contract consists of two pieces. Under the water master plan portion, TD&H will review water consumption and regulations, assess the current condition of the treatment plant, booster stations, storage reservoirs, transmission and distribution mains, and system security. Pressure zones will be evaluated and solutions generated to address low pressure areas. Subconsultants Black and Veatch Consulting Engineers and Red Oak Consulting will provide computer modeling of the distribution system and financial planning services to help determine future capital needs. The fee for the master plan is estimated at \$295,000. The other part of this contract will generate a comprehensive computer based Operations and Maintenance Manual for the water treatment plant. The fee for this work is estimated at \$46,000.

The updated master plan will be used to guide future improvements over the next 10 to 15 years. Completion is scheduled for next spring. The last update of the Water Master Plan was prepared by Black and Veatch in 1990. The normal useful life of a master plan is 10 to 12 years, although it may be longer if growth is slow and critical problems do not appear.

Attachments: Professional Services Agreement (2 originals)