



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** July 20, 2021  
**TO:** Christine Daniel, City Manager  
**FROM:** Keely Nelson, Associate Civil Engineer  
**SUBJECT:** **Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A Three Year Professional Services Contract With Wood Rodgers, Inc. For On-Call Civil/Environmental Engineering Consultant Services And Authorizing The City Manager To Execute Up To Two (2) Additional One Year Extensions For A Total Contract Amount Not To Exceed \$657,958**

### RECOMMENDATION

Staff recommends that the City Council adopt the above-entitled resolution.

### BACKGROUND

On September 22, 2014, the U.S. District Court approved the Final Consent Decree (CD), which requires capital improvements, inspection, and maintenance of the sanitary sewer systems of all defendants, including the City of Emeryville. The City utilizes an Asset Management Implementation Plan (AMIP) to organize the work to maintain the sanitary sewer system and meet regulatory deadlines. Certain deadlines included in the CD for City-wide cleaning and inspection of the sanitary sewer system are upcoming during Fiscal Years 2021-2022 through 2023-2024. The City also maintains the storm drain system and is required to meet storm drain regulatory requirements such as annual reporting to the Regional Water Quality Control Board (RWQCB) and other requirements of the Municipal Regional Stormwater Permit. In addition to on-going and regulated maintenance, capital improvement program (CIP) projects for both storm and sewer have been identified in recent years to address specific areas of repair in the systems.

### DISCUSSION

On April 7, 2021, the Public Works Department issued a Request for Qualifications (RFQ) for On-Call Civil/Environmental Engineering Consultant Services specifically related to the sanitary sewer and storm drain systems. The proposed contract would allow for professional services for three years, with the option to execute up to two additional one-year extensions. The RFQ was publicly advertised and asked for qualified firms to submit qualifications for sanitary sewer and storm drain program support. The sample scope of services in the RFQ included:

- Project management support for storm drain and sanitary sewer regulatory requirements, including cleaning and CCTV inspection
- Support on CIP Projects such as storm drain and sewer spot repairs and City sewer lateral upgrades

- Review and update of program documents (e.g., SSMP, AMIP), standard details and specifications, and GIS and Lucity databases
- Assistance with regulatory reporting requirements, private development plan review, and standard operating procedures (SOP)

Submitted qualifications were evaluated by the staff review panel, considering the factors which are listed below.

- Ability of consultant to perform the specific tasks within the scope of work outlined in the RFQ
- Experience working as support to public agencies with respect to sanitary sewer and storm drain infrastructure
- Experience in regulatory compliance for sanitary sewer and storm drain infrastructure
- Qualifications of the specific individuals who will work on the projects
- Demonstrated record of success by the consultant on work performed for the City of Emeryville or for other municipalities or enterprises
- Responsiveness to RFQ

On April 29, 2021, five separate statements of qualifications were received. Of those five, one was deemed non-responsive and was not included in the final scoring.

The four firms who were scored for the RFQ were:

BKF Engineers  
Wood Rodgers, Inc.  
Ewers Engineering, Inc.  
CSW/Stuber-Stroeh Engineering Group

The top scoring firm was Wood Rodgers, Inc., and staff recommends that City Council award the contract to Wood Rodgers, Inc.

## **FISCAL IMPACT**

There is adequate funding in the Capital Improvement Program to fund this contract, using the following CIP projects:

- SS-01 (CIP Project No. 15511005): \$555,924
- ST-05 (CIP Project No. 15475013): \$102,034

## **STAFF COMMUNICATION WITH THE PUBLIC**

There has been no additional discussion with the public beyond the public advertisement of the RFQ.

## **CONFLICT OF INTEREST**

N/A

## **CONCLUSION**

Staff recommends that the City Council adopt the above entitled resolution.

**PREPARED BY:** Keely Nelson, Associate Civil Engineer

## **APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:**



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Christine Daniel, City Manager

## **ATTACHMENTS**

- Wood Rodgers, Inc. Statement of Qualifications (April 29, 2021)
- Draft Resolution
  - Professional Services Contract