

**Meeting Date:** 4/5/2016

**Report Type:** Consent

**Report ID:** 2016-00336

**Title: Supplemental Agreement: Florin Reservoir Backup Pump Project**

**Location:** District 6

**Recommendation:** Pass a Motion authorizing the City Manager or the City Manager's designee to execute Supplemental Agreement No. 1 to City Agreement No. 2014-0549 with Carollo Engineers, Inc. for additional design services in an amount of \$67,700, bringing the agreement's total not-to-exceed amount to \$117,714.

**Contact:** Dan Sherry, Engineering & Water Resources Manager, (916) 808-1419; Michelle Carrey, Supervising Engineer, (916) 808-1438; Megan Thomas, Associate Civil Engineer, (916) 808-1729, Department of Utilities

**Presenter:** None

**Department:** Department Of Utilities

**Division:** CIP Engineering

**Dept ID:** 14001321

**Attachments:**

1-Description/Analysis

2-Background

3-Location Map

4-Supplemental Agreement

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### **City Attorney Review**

Approved as to Form  
Joe Robinson  
3/29/2016 11:59:38 AM

### **Approvals/Acknowledgements**

Department Director or Designee: Bill Busath - 3/16/2016 3:48:15 PM

## Description/Analysis

**Issue Detail:** Staff recommends Council approve a supplemental agreement with Carollo Engineers, Inc. for structural design and environmental review services for the Florin Reservoir Pump Station Project. These services are needed to install an additional engine driven pump to improve reliability of the water system.

**Policy Considerations:** The requested action is in conformance with City Code Chapter 3.64, Article II, which requires City Council approval of supplemental agreements that exceed the City Manager's level of approval authority.

**Economic Impacts:** None.

**Environmental Considerations:** The services to be performed under the proposed supplemental agreement include any environmental review required under the California Environmental Quality Act (CEQA), prior to the award of any construction contract for the Project.

**Sustainability:** This report's recommendation is consistent with the City's General Plan Goals of achieving water system reliability, sustainability, and financial viability throughout the City.

**Commission/Committee Action:** Not applicable.

**Rationale for Recommendation:** The Florin Reservoir Pump Station is a critical part of the potable water system. Carollo Engineers performed a site assessment and predesign report for the facility under its existing contract (City Agreement No. 2014-0549). The proposed supplemental agreement will provide the design services for the structural improvements and environmental review necessary to install an additional pump at the site for improved reliability of the system.

**Financial Considerations:** The proposed Supplemental Agreement No. 1 will increase the Carollo Engineers, Inc. contract amount by \$67,700, for a new contract amount not-to-exceed \$117,714. Sufficient funds are available in the Florin Reservoir Backup Engine Project (Z14130100) for this supplemental agreement.

**Local Business Enterprise (LBE):** Carollo Engineers, Inc. is an LBE.

## **BACKGROUND**

The Florin Reservoir Pump Station is a vital component of the City's water distribution system. Besides being a significant water storage site, the pump station is used to manage water pressure throughout the system.

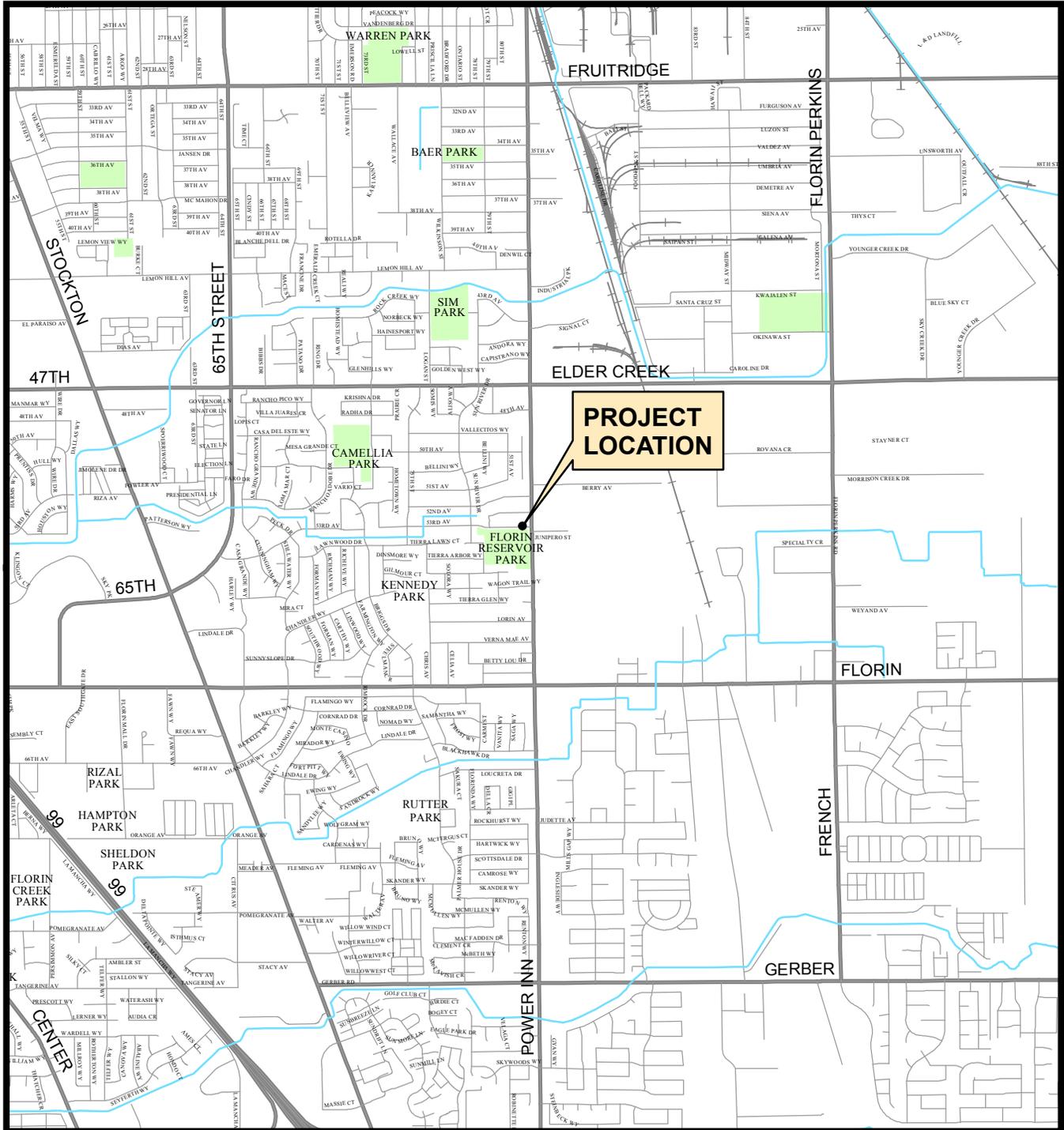
The pump station was originally constructed in 1972 with three engine driven pumps and included provisions for future expansion. However, since that time, with the routine use of all three pumps, there has been concern there was no redundant pump that would allow the other pumps to be taken out of service for maintenance.

In response to this concern, the Department of Utilities selected Carollo Engineers, Inc. through a Request for Qualifications process in 2014 to assess the potential of adding additional pumps to the site to improve reliability of the system. On June 5, 2014, the City executed a contract with Carollo Engineers, Inc. for an amount not-to exceed \$50,014 to cover the site assessment and predesign report. The report included review of pump sizing and selection, the potential installation of electric pumps and motors, assessment of the site access, assessment of the air quality and venting of the building, and review of the electrical system and controls.

Based on the results of the report and the cost associated with some of the improvements, the minimum improvements needed at this time include the addition of one engine driven pump, improving the secondary emergency exit, minor venting improvements, reprogramming the system controls, and replacement of the flow meters at the site.

City staff is recommending a supplemental agreement to the existing contract (C2014-0549) to increase the contract amount by \$67,700, for a new contract total of \$117,714. The increased contract will allow Carollo Engineers, Inc. to complete the structural design of the secondary emergency exit, incorporating additional ventilation for the site, and the environmental review for adding one engine driven pump at the site.

# Florin Reservoir Pump Station Improvements (Z14130100)



**SUPPLEMENTAL AGREEMENT**

**Project Title and Job Number:** Florin Reservoir Pump Station Improvements  
**Purchase Order #:** Z14130100

**Date:** 3-2-16  
**Supplemental Agreement No.:** 1

The City of Sacramento ("City") and Carollo Engineers, Inc. ("Contractor"), as parties to that certain Professional Services Agreement designated as Agreement Number 2014-0549, including any and all prior supplemental agreements modifying the agreement (the agreement and supplemental agreements are hereafter collectively referred to as the "Agreement"), hereby supplement and modify the Agreement as follows:

- 1. The scope of Services specified in Exhibit A of the Agreement is amended as follows:

The services provided shall be as set forth in Attachment 1, attached hereto and incorporated herein.

- 2. In consideration of the additional and/or revised services described in section 1, above, the maximum not-to-exceed amount that is specified in Exhibit B of the Agreement for payment of Contractor's fees and expenses, is increased by \$67,700, and the Agreement's maximum not-to-exceed amount is amended as follows:

Agreement's original not-to-exceed amount:	<u>\$50,014</u>
Net change by previous supplemental agreements:	<u>\$0</u>
Not-to-exceed amount prior to this supplemental agreement:	<u>\$50,014</u>
Increase by this supplemental agreement:	<u>\$67,700</u>
New not-to exceed amount including all supplemental agreements:	<u>\$117,714</u>

- 3. Contractor agrees that the amount of increase or decrease in the not-to-exceed amount specified in section 2, above, shall constitute full compensation for the additional and/or revised services specified in section 1, above, and shall fully compensate Contractor for any and all direct and indirect costs that may be incurred by Contractor in connection with such additional and/or revised services, including costs associated with any changes and/or delays in work schedules or in the performance of other services or work by Contractor.
- 4. Contractor warrants and represents that the person or persons executing this supplemental agreement on behalf of Contractor has or have been duly authorized by Contractor to sign this supplemental agreement and bind Contractor to the terms hereof.
- 5. Except as specifically revised herein, all terms and conditions of the Agreement shall remain in full force and effect, and Contractor shall perform all of the services, duties, obligations, and conditions required under the Agreement, as supplemented and modified by this supplemental agreement.

**Approval Recommended By:**

**Approved By:**

\_\_\_\_\_  
Project Manager

\_\_\_\_\_  
City of Sacramento

**Approved By:**

**Approved As To Form By:**

 3/3/16  
Contractor

\_\_\_\_\_  
City Attorney

**Attested To By:**

 3/3/16  
Contractor

\_\_\_\_\_  
City Clerk

## SCOPE OF SERVICES

### Design Services

With the use of existing as-builts, the existing secondary exit to the Florin Pump Station site shall be modified to include an above-grade structure to house a standard single leaf access door exit. The structure will be designed in accordance to recommendations made in the Florine Reservoir Pump Station Basis of Design Report (March 2015). The exit shall include the following criteria:

- Meet current safety and building standards and codes, where possible within the constraints of the existing construction.
- Designed for exit only access
- Include up to two openings in roof, to accommodate exhaust fans associated with the City-designed building ventilation improvements. Design shall include conduit and wire from the roof opening(s) to the building interior. Conduit routing, power, and instrumentation components within the pump station will be designed by others.
- Relocation of existing intruder warning switch from the existing vault to the new exit door, including the extension of existing conduit and wire within the stair corridor. Additional conduit routing, power, and instrumentation components within the pump station (if required) will be designed by others.
- Add interior lighting with switch at top and base of stairs, and one exterior security light above door exterior (with motion and/or PV sensor). Additional conduit routing, power, and instrumentation components within the pump station (if required) will be designed by others.
- Masonry construction with exposed masonry interior and exterior surfaces and dimensions defined in the Basis of Design Report.

Scope shall include a 60% and 90% for City review, site visits (as needed) for design, meeting, and plan sheets and structural specification sections required to complete the construction.

### Deliverables:

- 60% design submittal (plans)
- 90% design submittal (plans and specifications)
- 90% construction cost estimate
- Final plans and specifications for construction

### Assumptions:

- City will insert secondary exit enclosure plans and structural technical specifications prepared by Carollo into pump station upgrade construction contract documents prepared by others. Electrical, Instrumentation, and control specifications are not included.
- City will prepare front-end specifications and coordinate Carollo plans and technical specifications with the pump station upgrade plans and specifications.
- Technical Specifications will use Carollo's standard CSI format.

- All deliverables will be provided as electronic PDF files.
- City will provide ventilation fan(s) load requirements.
- City will provide intruder warning switch make and model for the existing system.
- City will obtain necessary building department permits.
- All electrical components will be identified on plans. No specifications for electrical will be provided.
- Items noted to be provided "by others" are not included in this scope of services.

#### **Permitting Assistance**

Due to the significance of the site, all three existing pumps could be used to meet pressure needs of the system during high demand periods. The fourth pump is needed for redundancy of the system so that a pump can be worked on without losing the value of the existing three pumps.

Scope shall include creation of a Negative Declaration for an additional pump to be constructed within the existing site.

#### **Additional Contract Provisions**

Upon CONTRACTOR's signing of the CITY's standard non-disclosure agreement for sensitive information, CITY shall furnish CONTRACTOR available studies, reports and other data pertinent to CONTRACTOR's services; obtain or authorize CONTRACTOR to obtain or provide additional reports and data as required; furnish to CONTRACTOR services of others required for the performance of CONTRACTOR's services hereunder, and CONTRACTOR shall be entitled to use and rely upon all such information and services provided by CITY or others in performing CONTRACTOR's services under this Agreement.

CONTRACTOR has no control over the cost of labor, materials, equipment, or services, or the schedules furnished by others, over the incoming water quality and/or quantity, or over the way CITY's pumps, plants, and/or associated processes are operated and/or maintained. Data projections and estimates are based on CONTRACTOR's opinion based on experience and judgment. CONTRACTOR cannot and does not guarantee that actual costs and/or quantities realized will not vary from the data projections and estimates prepared by CONTRACTOR and CONTRACTOR does not and will be not liable to and/or indemnify CITY and/or any third party related to any inconsistencies between CONTRACTOR's data projections and estimates and actual costs and/or quantities realized by CITY and/or any third party in the future.

The services to be performed by CONTRACTOR are intended solely for the benefit of CITY. No person or entity not a signatory to this Agreement shall be entitled to rely on CONTRACTOR's performance of its services hereunder, and no right to assert a claim against CONTRACTOR by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of CONTRACTOR's services hereunder.

**FLORIN RESERVOIR PUMP STATION IMPROVEMENTS**  
Amendment No. 1

Task	Task Description	CAROLLO ENGINEERS										SUBCONSULTANT			TOTAL					
		POSITION <sup>(1)</sup> RATE	PIC \$ 252	PM QM/OC \$ 293	MEC \$ 252	E&C \$ 293	STR \$ 252	CAD \$ 160	WP \$ 121	Total Manhours	SUBTOTAL	ODC	ESA	Markup 10%						
1	<b>Project Management</b>																			
	Project Management (assume 6M Design)		3	12									3	18	\$ 4,635					\$ 4,635
	Project Kickoff Meeting (site visit)			8										16	\$ 4,360	\$ 1,200				\$ 5,560
	<b>Task Total</b>		3	20	0	0	0	0	0	0	0	0	3	34	\$ 8,995	\$ 1,200				\$ 10,200
2	<b>Design Development</b>																			
	60% Design Development		1	12	5	10	50	40	40	5				123	\$ 27,563	\$ 200				\$ 27,763
	Prepare 60% design documents		1	6	5	8	40	40	40	5				105	\$ 22,699	\$ 200				\$ 22,899
	Prepare 60% Construction Cost and Schedule			4			8							12	\$ 3,188					\$ 3,188
	60% Design Review Meeting (conference call)			2			2							6	\$ 1,676					\$ 1,676
	90% Design Development		1	9	4	8	36	32	32	6				96	\$ 21,159	\$ 200				\$ 21,359
	Prepare 90% design documents		1	5	4	6	32	32	32	4				84	\$ 18,151	\$ 200				\$ 18,351
	Prepare 90% Construction Cost and Schedule			2			2							8	\$ 2,180					\$ 2,180
	90% Design Review Meeting (conference call)			2			2							4	\$ 828					\$ 828
	Prepare Bid Documents		1	4	1	1	12	7	7	1				27	\$ 6,234	\$ 400				\$ 6,634
	Prepare Final Bid Documents		1	2	1	1	8	7	7	1				21	\$ 4,640	\$ 400				\$ 5,040
	Prepare Final Construction Cost and Schedule			2			4							6	\$ 1,594					\$ 1,594
	<b>Task Total</b>		3	25	10	19	98	79	79	12				246	\$ 54,956	\$ 800				\$ 55,800
3	<b>Permitting Assistance</b>																			
	Prepare Negative Declaration and CEQA documents			4			2							6	\$ -					\$ 10,000
	<b>Task Total</b>		0	4	0	0	2	0	0	0				6	\$ 1,676	\$ -				\$ 11,000
	<b>TOTAL:</b>		6	49	10	19	108	79	79	15				286	\$ 65,627	\$ 2,000				\$ 67,700

<sup>(1)</sup> Key: PM = Project manager; PIC = principal-in-charge; QM = quality manager; MEC = Mechanical Engineer  
E&C = electrical and control engineer; STR = Structural Engineer; CAD = Cad operator & Designer; WP = word processor

**CAROLLO ENGINEERS, INC.  
FEE SCHEDULE**

**As of January 1, 2016  
California**

	<u>Hourly Rate</u>
<b>Engineers/Scientists</b>	
Assistant Professional	\$178.00
Professional	214.00
Project Professional	252.00
Lead Project Professional	271.00
Senior Professional	293.00
<b>Technicians</b>	
Technicians	160.00
Senior Technicians	186.00
<b>Support Staff</b>	
Document Processing / Clerical	121.00
 <b>Other Direct Expenses</b>	
Travel and Subsistence	at cost
Mileage at IRS Reimbursement Rate Effective January 1, 2016	\$.54 per mile
Subconsultant	cost + 10%
Other Direct Cost	cost + 10%
Expert Witness	Rate x 2.0

This fee schedule is subject to annual revisions due to labor adjustments.