



City of Pflugerville

Legislation Text

File #: 2018-7214, **Version:** 1

Discuss and consider action to approve a professional services agreement with Plus Six Engineering, LLC in the amount of \$331,665.00 to provide owner representative services associated with the Central Wastewater Treatment Plant Expansion Project and authorizing the City Manager to enter into negotiations as needed regarding future scope of work and fee proposals.

Given the significance of the Central Wastewater Treatment Plant Expansion project, an Owner's Representative is being brought on board to assist the City with the successful delivery of the project. The City is currently in the design phase of the expansion project that will increase the capacity of the plant from 5.3 MGD to an ultimate 10 MGD. The project will be completed in three phases over approximately eight years. The design of the first phase of the project is currently at the 60% submittal milestone. The first phase, which will include two new oxidation ditch treatment units with biological nutrient removal, one new clarifier, and replacement of major components including the influent lift station and headworks, is scheduled to begin construction in late summer 2019. Future phases will include the rehabilitation of the existing oxidation ditches and clarifiers, the addition of biological nutrient removal basins to the existing oxidation ditches, and expansion of solids handling to the ultimate capacity.

The Owner's Representative will serve as the City's representative and liaison between the consultants, contractor, approval agencies and other vendors throughout the project. The Owner's Representative, in general, shall coordinate all project matters during the design phase and construction phase. The Owner's Representative shall advocate for the City interests of quality, timely and cost sensitive design and construction while maintaining professional relationships with all parties. The Owner's Representative will be responsible for aligning the project with the City's goals and objectives and overseeing the delivery of the project at the best and lowest price in the marketplace and highest degree of functionality and quality. However, the Owner's Representative will not replace the design engineer, contractor and other consultants. The Owner's Representative will also not act with legal authority on behalf of the City.

The Owner's Representative will assist the owner and Consultant Engineer with advancing the design, bidding and construction of the expansion of the City's Wastewater Treatment Plant. The Owner's Representative will be tasked with working with a team of City staff and consultant engineers to execute the expansion project on-time and within budget. The selected representative must demonstrate the ability to advocate for the City while maintaining professional relationships with the engineers and contractors during the project.

Specific work includes but is not limited to:

- coordinating, attending, conducting, recording and assisting the City at all project meetings and preparing minutes as needed;
- developing and continuously updating a Master Project Schedule;
- the preparation of a task matrix list that identifies roles and responsibilities up to 6 months

- in advance and project milestones;
- developing and continuously updating team rosters and information;
- identifying 3rd party resources required to complete the project including system to manage paperwork and submittals through design and construction processes; and
- serving as the City's representative for design, construction phase, project close out and warranty services through the duration of the project.

The attached agreement includes services for only general project management activities, project controls, document management, pre-construction activities and bid phase services. The scope and fee for construction phased services will be negotiated with Plus Six Engineering, LLC prior to construction and brought forward for City Council consideration.

City staff has negotiated with Plus Six Engineering, LLC to establish a scope, schedule and fee to provide owner representative services associated with the Central Wastewater Treatment Plant Expansion Project. Given the services necessary to complete the project, staff finds value in the qualifications of the project team and proposed project fee. Funding for this agreement will be paid by utility bond funds.

The agreement has been reviewed and approved as to form by the City Attorney.

Prior City Council Action

City Council approved the selection of Plus Six Engineering, LLC at the November 13, 2018 City Council meeting to provide owner representative services associated with the Central Wastewater Treatment Plant Expansion Project and authorizing the City Manager to enter into negotiations as needed regarding scope of work and fee proposals.

Deadline for City Council Action

Action is requested on November 27, 2018 to maintain the project schedule for the Central Wastewater Treatment Plant Expansion Project.

Funding Expected: Revenue ☐ Expenditure ☒ N/A ☐

Budgeted Item: Yes ☒ No ☐ N/A ☐

Amount: \$331,665.00

1295 Form Required? Yes ☒ No ☐

Legal Review Required: N/A ☐ Required ☒ Date Completed: 11/9/2018

Supporting documents attached:

Professional Services Agreement

Recommended Action

Motion to approve a professional services agreement with Plus Six Engineering, LLC to provide owner representative services associated with the Central Wastewater Treatment Plant Expansion Project and authorizing the City Manager to enter into negotiations as needed regarding future scope of work and fee proposals.