

RESOLUTION NO. 2012- 88

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK
AUTHORIZING AND APPROVING A TASK ORDER FOR THE INTERCEPTOR
OUTFALL SCWA SPOOL LINING PROJECT NO. 2011-04 WITH GHD, INC**

WHEREAS, on April 27, 2012, staff issued a Request For Proposals (“RFP”) for the Interceptor Outfall SCWA Spool Lining Project No. 2011-04 (“Project”) to identify a qualified consultant that can assist the City with the design, value engineering, and construction management and inspection services of the Project.

WHEREAS, the City received three proposals on May 31, 2012;

WHEREAS, the City project team chose GHD, INC. for an award of contract for design review and value engineering services due to (1) the quality of the team and ability to staff the Project, (2) their experience and expertise in this particular type of work, and (3) their understanding of the Project as demonstrated in the selection process.

WHEREAS, the City Council approved a Maser Agreement with GHD (formerly Winzler & Kelley) through Resolution No. 2011-06 adopted on February 8, 2011 to provide construction management and design services on an as-needed basis.

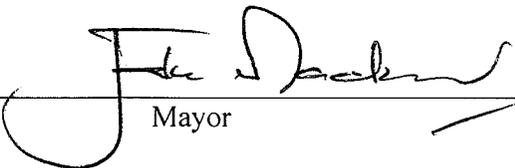
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rohnert Park that it does hereby authorize and approve a Task Order by and between GHD, a California Corporation, and the City of Rohnert Park, a municipal corporation, for Design Review and Value Engineering Services for the Interceptor Outfall SCWA Spool Lining Project No. 2011-04, for a not-to-exceed cost of \$13,050.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to take all actions to effectuate this Task Order for and on behalf of the City of Rohnert Park, including execution, if necessary, in substantially similar form to the agreement attached hereto as Exhibit “A,” subject to minor modifications by the City Manager or City Attorney.

DULY AND REGULARLY ADOPTED this date of July 24, 2012.

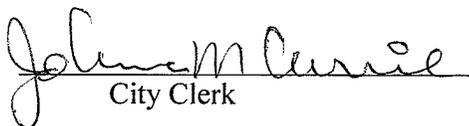


CITY OF ROHNERT PARK



Mayor

ATTEST:



City Clerk

AHANOTU: AYE BELFORTE: AYE CALLINAN: ABSENT STAFFORD: AYE MACKENZIE: AYE
AYES: (4) NOES: (0) ABSENT: (1) ABSTAIN: (0)

WINZLER & KELLY TASK ORDER NO. 2012-01

**CITY OF ROHNERT PARK
AND
GHD, INC. (formerly Winzler & Kelly)**

**AUTHORIZATION TO PROVIDE DESIGN REVIEW AND VALUE ENGINEERING SERVICES
FOR SEWER INTERCEPTOR OUTFALL SCWA SPOOL LINING PROJECT NO. 2011-04**

SECTION 1 – PURPOSE

The purpose of this Task Order is to authorize and direct **GHD, INC.**, to proceed with the work specified in Section 2 below in accordance with the provisions of the MASTER AGREEMENT between the City of Rohnert Park ("City") and **GHD, INC.**, ("Consultant") hereto dated **February 8, 2011**.

SECTION 2 – SCOPE OF WORK

The items authorized by this Task Order are presented in Attachment "A" - Scope of Services.

SECTION 3 – COMPENSATION AND PAYMENT

Compensation shall be as provided in the MASTER AGREEMENT between the parties hereto referenced in SECTION 1 above. The total cost for services as set forth in SECTION 2 shall be actual costs (time and materials) based on Consultants' standard labor charges in accordance with the provisions of the MASTER AGREEMENT and as shown in Attachment "B" for an amount not-to-exceed **\$13,050.00**.

SECTION 4 – TIME OF PERFORMANCE

The work described in SECTION 2 shall be completed by **February 1, 2013**, or as extended by the City Manager.

SECTION 5 – ITEMS AND CONDITIONS

All items and conditions contained in the MASTER AGREEMENT for professional services between City and Consultant are incorporated by reference.

Approved this _____ day of _____, 2012.

CITY OF ROHNERT PARK

GHD, INC.

Gabriel Gonzalez, City Manager (Date)
Per Resolution No. 2012-_____ adopted by the Rohnert
Park City Council at its meeting of July 24, 2012.

By: Name and Title (Date)

GHD, INC.

By: Name and Title (Date)

Section 6 Project Work Plan

Project Understanding

The Rohnert Park Interceptor Outfall is a sanitary sewer force main that conveys the City of Rohnert Park's wastewater flow from its central pump station about 3.5 miles to the Laguna Water Reclamation Plant northwest of the City. The 18-24-inch diameter asbestos cement (ACP) force main was originally constructed as a gravity main in 1975 and was converted to a force main in 1997. The pipeline is approximately 5 to 6 feet deep for a majority of the alignment and traverses City streets and rights-of-way, open fields, and access roads and includes a siphon under the Bellevue/Wilfred Flood Control Channel. A significant portion of the alignment is located parallel to the Laguna de Santa Rosa. The downstream portion of the alignment is parallel to the City of Cotati's outfall pipeline. The leachate line from the County's Transfer Station on Mecham Road ties-in to the pipeline at Stony Point Road.

Working with GHD (formerly Winzler & Kelly) throughout the pre-design, permitting, environmental review, design, and construction phases, the City installed a new 30-inch diameter HDPE interceptor/outfall between the pump station and the Regional WWTP. During the pre-design phase, it was determined that the new and existing force mains should provide redundancy and reliability for the discharge of the City's wastewater. The result of the project's alternatives analysis was to construct the new interceptor/outfall and provide a future assessment of the 24-inch ACP interceptor/outfall.

The City recently completed an inspection of the older sewer force main and found the metal spool portion of the pipeline located under the Sonoma County Water Agency (SCWA) Aqueduct to be severely corroded. The spool crosses below the 48-inch diameter aqueduct with only approximately 4 inches of separation.

The focus of the SCWA Spool Lining Project is to clean and repair the spool segment to a 75-year design life. The total repair length of the pipeline will be approximately 50 feet in order to provide adequate separation between the insertion pits and SCWA aqueduct. A portion of the adjoining ACP will be removed for testing in conjunction with the City's current Interceptor Outfall Project. The design engineer will need to determine the rehabilitation method, together with preparing contract documents for installing insertion pits for the liner and tee couplings and manholes on either side of the spool similar to other manholes along the Interceptor Outfall. The designer will need to coordinate with the cities of Santa Rosa and Rohnert Park for project timing, SCWA for working in the vicinity / crossing its aqueduct, and with permitting agencies for project environmental clearances.

GHD is familiar with the 24-inch Interceptor Outfall pipeline through its previous work experience and preparation of proposal documents for the City's current Interceptor Outfall Project. We have discussed specifics of the project with Mr. Warren Naumann (Collection System Supervisor), which provided insight into the anticipated design strategy, and the necessary coordination with the City of Santa Rosa. We will leverage our project knowledge and experience to provide the City with review services that it can depend on to add value to the project and help the project to avoid pitfalls during construction.

Approach

As noted in the Project Understanding, our review team will leverage its project knowledge and experience to provide the City with a thoughtful and comprehensive review of the design team's documents. Our team includes engineering and permitting staff, and an experienced inspector, who together, will review documents from various angles, including: technical, environmental compliance, constructability, and overall completeness.

Reviews will be coordinated internally by our proposed Project Manager, Matt Winkelman, who will also attend the review meeting for the pre-design technical memorandum at the City. One additional reviewer will attend the review meeting, which will depend on the focus of the primary comments provided in GHD's review.

Each reviewer will provide written or annotated comments to GHD's project manager for compilation into a single comment response document – our letter of findings and recommendations. Comments for project drawings will be provided as redlines on the drawings and/or comments in the letter, depending on the nature of the comment. Comments

will be provided to the City in electronic and hard copy form. GHD will work with the City's Project Manager, Patrick Barnes, as its point of contact for the project; however, some direct correspondence with the design engineer is anticipated to clarify review comments. The City will be copied on correspondence between GHD and the design engineer.

Scope of Services

Our proposed Scope of Services is presented below. If selected, we will work with you to refine the Scope of Services to meet your specific needs and expectations for this project. This Scope of Services assumes that the design phase of the project will commence in July 2012 and be completed by January 2013.

The Scope of Services includes Design Review and Value Engineering services only.

Scope of Services for Design Review and Value Engineering Services

R1.1 Pre-Design Memo

Review the pre-design memo, including a critical review with regards to value engineer and the life cycle costs of the selected alternatives. The pre-design evaluation will also include an evaluation of material selection and rehabilitation approach.

R1.2 60% Submittal

Review the 60% design submittal to note conflicts with utility separation and conflicts with existing features and any other problems that may arise in construction. The construction cost estimate will be checked and verified.

Review compliance with previous comments and attend design review meeting at the City.

R1.3 90% Submittal

Review the 90% design submittal, including adequacy of notes and details for constructability and a review of the specifications thoroughness of the contents, testing requirements and methods, and any potential conflicts with the design drawings.

Review compliance with previous comments and attend design review meeting at the City.

Deliverables

- Letter of Findings and Recommendations for each project milestone – 3 hard copies and 1 electronic copy (pdf)

R1.4 Project Management

GHD will prepare monthly progress reports and conduct internal coordination activities during the project's design phase.

Deliverables

- Progress reports

Section 7 Project Schedule

Our schedule will match the schedule proposed, and carried out, by the consultant selected for the project's design contract. We anticipate that the schedule will approximately match the breakdown of milestone tasks provided below. The overall design schedule is assumed to commence in mid-July 2012 and be completed by February 1, 2013, though the durations provided in the RFP suggest that the project would be completed in late November or early December 2012. The approximate timing for each milestone review is also provided below. *We will work with you at the start of the project to refine the schedule, scope of work and budget so it is commensurate with your expectations and goals for the project.*

The breakdown of milestone tasks and associated durations (including reviews) are listed below.

Task	Duration (weeks)	Approx. Review Start Date
Pre-Design Review	1	August 8, 2012
60% Submittal Review	2	October 3, 2012
90% Submittal Review	2	November 14, 2012
Final Submittal Review ⁽¹⁾	1	November 28, 2012

(1) The Scope of Services for Design and PS&E Development in the RFP does not include a resubmittal of the Final Submittal. As such, the task for Final Submittal Review does not appear to be applicable.

Section 8 Fee Information

Below is our detailed fee proposal by Scope of Work task described in a not-to-exceed estimate, along with our standard hourly fee schedule. Optional services are not identified for the Design Review and Value Engineering aspect of this project. *We will work with you at the start of the project to refine the schedule, scope of work and budget so it is aligned with your expectations and goals for the project.*

Notes/Assumptions:

1. The Pre-Design memo is assumed to include a life cycle cost analysis to be reviewed; our scope/fee does not include the preparation of said analysis.
2. Review of the Final Submittal is not included in our scope and fee, as resubmittal of the Final Submittal is not a required deliverable in the "Design and PS&E Development" Scope of Services in the RFP. We will work with the City to adjust the budget if this task is added to the project.
3. Review comments will be summarized in letter format. The scope and fee do not include revision and resubmittal of the letters following City comments.

Additional notes and assumptions are provided in the Project Work Plan provided in Section 6.

GHD - PROJECT FEE ESTIMATING SHEET

Project Name: Interceptor Outfall SCWA Spool Lining Project No. 2011-04 Client: City of Rohnert Park
 Prepared by: Matt Winkelman Date: May 25, 2012
 Job Number: P02056-1201232

Task / Item	LABOR CATEGORY > RATE >	LABOR COSTS						FEE COMPUTATION		
		PIC / QA/QC \$200 /Hr	Proj. Mgr. / Sr. Eng. \$170 /Hr	Proj. Coord. \$120 /Hr	Inspector / Field Tech \$115 /Hr	WP / PA \$90 /Hr	TOTAL HOURS	*OTHER DIRECT COSTS	SUB None	TOTAL FEE
Design Review and Value Engineering										
TASK - R-1 Design Review and Value Engineering										
R1.1 Pre-Design Memo		2	12	2	4	2	22	\$135		\$3,455
R1.2 60% Submittal		4	14	2	8		28	\$170		\$4,510
R1.3 90% Submittal		4	14		4		22	\$135		\$3,775
R1.4 Project Management		2	4			2	8	\$50		\$1,310
SUBTOTAL TASK R-1		12	44	4	16	4	80	\$490	\$0	\$13,050
PROJECT TOTALS - DESIGN REVIEW & VE		12	44	4	16	4	80	\$490	\$0	\$13,050

*OTHER DIRECT COSTS include telephone, mileage, printing, photocopies and other miscellaneous direct expenses.

GHD Fee Schedule

GHD's fee schedule is on the following page.

Attachment "B"
Page 2 of 2



FEE SCHEDULE - NORTHWEST
(Effective August 2011)

Hourly Rates⁽¹⁾

Principal	\$ 185-260
Senior Project Engineer	130-195
Project Engineer	100-130
Staff Engineer	95-105
Senior Project Scientist	135-165
Project Scientist	90-130
Staff Scientist	65-95
Senior Planner	110-160
Staff Planner	90-105
3-Person Survey Crew	255-390
2-Person Survey Crew	170-280
1-Person Survey Crew	85-180
Construction Manager	110-185
Construction Inspector/Observation	85-125
Professional Land Surveyor	125-160
Staff Surveyor/LSIT	95-120
Technician	70-130
Senior Designer/CADD	80-125
Designer/CADD	65-85
Project Administrator	65-125
Word Processor & Clerical Support	45-95

Employee time will be billed in accordance with the fees listed above. These rates are subject to change on a semi-annual basis. For other than professional employees, time spent over 8 hours per day, time spent on swing shifts, and time spent on Saturdays will be charged at 1.5 times the hourly billing rate. Work on Sundays will be charged at 2.0 times the hourly billing rate and holiday work will be charged at 2.5 times the hourly billing rate. All field personnel charges are portal to portal.

Expenses and other similar project related costs are billed out at cost plus 15%. The cost of using equipment and specialized supplies is billed on the basis of employee hours dedicated to projects. Our rates are:

A. Office consumables	\$6.00/hr
B. Environmental Dept/Construction Inspector consumables	\$11.00/hr
C. Survey Field consumables	\$15.00/hr
D. Various Environmental, Construction and Land Surveying Equipment	At market

Payment for work and expenses is due and payable upon receipt of our invoice. Amounts unpaid thirty (30) days after the issue date of our invoice shall be assessed a service charge of one and one half (1.5) percent per month.

(1) These rates do not apply to forensic-related services, or to work for which Prevailing Wage obligations exist. It is the responsibility of the client to notify GHD Inc in writing if Prevailing Wage obligations are applicable, in which case the fees will be adjusted proportionate to the increase in labor cost