

**City of Culver City, California
Agenda Item Report**

Meeting Date: 09/08/2014		Item Number: <u>C-3</u>	
CITY COUNCIL AGENDA ITEM: FOUR-FIFTHS VOTE REQUIREMENT – (1) Approval of a Budget Amendment Appropriating \$300,000 from the Sewer Enterprise Fund; and (2) Approval of a Professional Services Agreement with AKM in an Amount Not-to-Exceed \$500,000 (\$486,940 Base Bid and \$13,060 in Contingency Authority) for the Preparation of the City’s Sanitary Sewer Master Plan.			
Contact Person/Dept.: Mate Gaspar/PW		Phone Number: 310-253-5602	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (09/02/14); (Telephone) AKM Consulting Engineers, Inc. (09/03/2014)			
Department Approval: Charles D. Herbertson (08/29/14)		City Attorney Approval: Carol Schwab (by H. Baker) (09/02/14)	
Chief Financial Officer Review: Jeff Muir (by M. Noller) (09/03/14)		City Manager Approval: John M. Nachbar (09/03/14)	
<u>RECOMMENDATION:</u> Staff recommends the City Council: (1) approve a budget amendment appropriating \$300,000 from the Sewer Enterprise Fund; and (2) approve a professional services agreement with AKM Consulting Engineers Inc. in an amount not-to-exceed \$500,000 (\$486,940 base bid and \$13,060 in contingency authority) for the preparation of the City’s Sanitary Sewer Master Plan. A Budget Amendment requires a 4/5ths vote. <u>BACKGROUND:</u> The Public Works Department is responsible for the maintenance of the City’s sewerage system. The system consists of 90 miles of pipeline, 2,100 manholes, and seven (7) pump stations. The pump stations are continuously monitored by a SCADA system with radio communication and by 43 Smart Cover installations at critical manhole locations. The sewage treatment is provided by the City of Los Angeles Hyperion Sewage Treatment Plant under a contract with the City of Los Angeles. Sewer flows are measured and reported to the City of Los Angeles through data collected by the SCADA system and 11 gauging stations.			

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The purpose of a Sanitary Sewer Master Plan (SSMP) is to provide information and tools required for the current status and future planning of the sewer system, including capital improvement projects. It is an important document that ensures that City's sanitary sewer system is capable of handling present and future developments. A hydraulic model is developed and portrays how the entire sewer system functions during ultimate peak flow periods and where deficiencies in capacity of pipelines may exist, now or in the future.

A SSMP update for Culver City was last completed in 1995. The recommendations in the SSMP included the replacement of several pipeline segments with larger size diameter pipes in order to sufficiently handle sewer flows at that time and sewer flows that were projected.

Since 1995, there has been a considerable amount of commercial development throughout the City. Many commercial redevelopments increased the amount of sewage deposited into the system. The 1995 SSMP took into account some of the commercial redevelopment but not the surge of new restaurants and mixed-use developments. Also the 1995 SSMP did not foresee a major conservation effort through water efficient appliances and public education.

DISCUSSION:

On January 13, 2014 the City Council authorized the release of the request for proposals for the preparation of the SSMP. The proposals were due in April 14, 2014. A total of five proposals were received. A selection committee of four registered civil engineers reviewed the five proposals and unanimously chose AKM Consulting Engineers (AKM) as the proposer that best addresses the requirements in the RFP. Subsequently, the committee reviewed the fee proposal and met with AKM to discuss and finalize the scope of work. After the meeting, AKM revised the proposal and fee to include the instrumental survey of the elevation of the manhole inverts at the start and end of each sewer line segment. The request for proposal required that elevations shown in the sewer plans be used. As a result of this revision, the hydraulic model of the system will be very accurate. Also, the proposed data is valuable and can be included in the Sewer GIS program for the public on the City website.

The deliverables required include a comprehensive planning document that will include a 10 year capital improvement plan to address current and projected capacity deficiencies in the system. Also, the document will include an assessment of several force mains, three sewer pump stations, and the SCADA system. AKM understands that four sewer pump stations are scheduled to be diverted and decommissioned. Also, a hydraulic model software program will be provided in

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order for staff to calculate the impact to the sewer system of any proposed development project with a higher density than is considered in the proposed SSMP.

Should the City Council approve the contract this evening, the SSMP will be completed in early 2015.

FISCAL ANALYSIS:

The proposed fee amount is \$486,940. Of this amount, \$163,180 is for survey of sewer manholes; \$24,870 is for temporary flow monitoring; and \$14,850 is for the hydraulic model software program. The project budget has \$200,000 available. The survey of the sewer manholes has considerably increased the required budget of the project.

A budget amendment will be required in the amount of \$300,000 (includes contingency) from the Sewer Enterprise Fund to the project account 20480000.730100.PW002. The Sewer Enterprise Fund has sufficient funds to cover this expense.

MOTIONS:

That the City Council:

- 1) Approve a budget amendment in the amount of \$300,000 from the Sewer Enterprise Fund reserve to 20480000.730100.PW002; and,
- 2) Award a professional services agreement with AKM Consulting Engineers, Inc., for the preparation of the City's Sanitary Sewer Master Plan, in the not-to-exceed amount of \$486,940.
- 3) Authorize the Public Works Director/City Engineer to approve change orders in an amount not-to-exceed \$13,060, if necessary;
- 4) Authorize the City Attorney to review/prepare the necessary documents; and,
- 5) Authorize the City Manager to execute such documents on behalf of the City.