

ITEM#: 16  
DATE: 07-23-19

## COUNCIL ACTION FORM

**SUBJECT: SANITARY SEWER REHABILITATION – (CONSTRUCTION OBSERVATION ASSISTANCE) – AMENDMENT**

### **BACKGROUND:**

The ability of the sanitary sewer system to convey wastewater well into the future is dependent on the removal of the current large amount of infiltration and inflow (I&I, or I/I) in the system that occurs during wet weather. In order to minimize the need for costly expansions to the City's Water Pollution Control (WPC) facility, as well as to convey flows from new development as the City grows, the City must work to reduce the overall I/I in the sanitary system.

In 2012 the City began a Sanitary Sewer System Evaluation that included a comprehensive and systematic evaluation for identifying the defects that could contribute I/I across the entire, City-wide sanitary sewer system. This evaluation data collection is complete, and it is evident that there are over \$25 million worth of immediate structural improvements needed in the sanitary sewer system.

On July 11, 2017, City Council approved a professional services agreement with WHKS & Company to perform a sanitary sewer rehabilitation construction observation assistance in an amount not to exceed \$141,600. Construction on that project has finished and WHKS completed the construction observation on the Subwatersheds 5 & 6 Sanitary Sewer Rehabilitation project with savings in their contract. This savings was used to have WHKS begin providing construction observation for the 2018/19 Sanitary Sewer Rehabilitation (Wilson & 15<sup>th</sup> St) project. The original contract amount has now been expended and continuing services are needed from WHKS as the project finishes.

The additional professional services fee is for additional scope of work required to complete the remaining construction observation assistance for the 2018/19 Sanitary Sewer Rehabilitation (Wilson & 15<sup>th</sup> St) project. Below is the scope of work.

#### **1. Project Management /Construction Administration**

- Perform general project administrative duties, review project costs and billings, prepare invoices using Consultant's standard forms, and preparation of status reports.
- Advise the Client of the necessity of obtaining Special Engineering Services and act as the Client's representative in connection with any such services not actually performed by WHKS.
- Provide construction administration assistance during construction. Contract administration assistance activities conducted include clarification of design details, periodic visits to the construction site to

observe the progress of work, review shop drawings, review and recommend payment estimates for completed construction work, prepare change orders when required, and prepare the final summary of construction costs.

- Provide construction updates to the Client.
- This scope item includes up to 28 hours of construction administration assistance based on an assumed 2 hours per week for 14 weeks.

## **2. Construction Observation**

- Provide resident project observation services during the construction of the Project. Resident observation is a part-time function during construction. Duties are to provide on-site evaluations of the project progress in accordance with the plans and specifications and report said progress to the Engineer. Additionally, the observer maintains a logbook recording conditions at the job site, weather, record of visitors, summary of daily activities, actions taken, observations in general and assists in recording data for eventual preparation of Record Drawings. The observer duties do not include construction means, methods, procedures, and job-site safety.
- Coordination of quality control testing with the contractor during construction when required by Contract.
- Assist the City with the preparation of record drawings from the Contractor provided “mark-ups” at the completion of the construction.
- This scope includes up to 420 hours of Construction Observation Assistance, based on 30 hours per week for 14 weeks.
- This scope includes up to 560 miles of reimbursable travel, based on an assumed 40 miles per week for 14 weeks.

### **ALTERNATIVES:**

1. Approve the amendment to the engineering services agreements for the Sanitary Sewer Rehabilitation – Construction Observation Assistance with WHKS & Co., of Ames, Iowa, in the amount not to exceed \$39,000.
2. Direct staff to renegotiate an engineering agreement amendment.

### **MANAGER’S RECOMMENDED ACTION:**

Based on staff’s current workload and expertise provided by WHKS & Co., contracting for these construction observation services will continue to provide the best value to the City. This team designed the sanitary sewer lining project and has experience with the planned rehabilitation methods and SRF funded projects.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.