

**METRO JPA/TAC  
Staff Report**

**Subject Title:** As-Needed Engineering Consultant Services for 2012-2015

**Requested Action:** Request to approve the subject contract and proceed to forward to Metro Commission for approval.

**Recommendations:**

Metro TAC:	Present to Metro Commission for approval
IROC:	N/A
Prior Actions: (Committee/Commission, Date, Result)	NONE

**Fiscal Impact:**

Is this projected budgeted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Cost breakdown between Metro & Muni:	It is estimated that the funding will be distributed as follows: Water: 40%, Wastewater: 60% (Metro: 40%, Muni: 20%).
Financial impact of this issue on the Metro JPA:	

**Capital Improvement Program:**

New Project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Existing Project?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> upgrade/addition <input type="checkbox"/> change <input type="checkbox"/>

**Comments/Analysis:**

Please view attachment.

**Previous TAC/JPA Action:** NONE

**Additional/Future Action:** Present to Metro Commission and NR&C prior to City Council approval.

**City Council Action:** City Council approval anticipated in October 2012.

## CITY OF SAN DIEGO PUBLIC UTILITIES DEPARTMENT

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**Project Name:** As-Needed Engineering Consultant Services for 2012 - 2015

**Name of Project Presenter:** Pete Wong, Senior Civil Engineer

**Project Description:**

The Engineering and Program Management Division within the Public Utilities Department provides engineering services for operation upgrades and improvements at water and wastewater facilities. These engineering services are generally provided by City staff. However, occasionally, it has been necessary to utilize outside as-needed consultant staff to access highly specialized expertise which is only needed for infrequent types of projects and to accommodate emergency projects.

The Department uses professional engineering consultants to provide specialized technical services in the areas of odor control, corrosion, instrumentation and control, civil, mechanical and electrical engineering. It is the Department's policy to maximize the use of City in-house engineering staff both within the Department and Citywide. However, on those occasions when specialized expertise is required, the Public Utilities Department recommends the use of an as-needed professional engineering consultant. In January 2012, the Public Utilities Department requested proposals from qualified firms for the As-Needed Engineering Consultant Services for 2012-2015 contract. In February 2012, a total of eight (8) engineering firms submitted proposals pursuant to the RFP. Subsequently, the Public Utilities Department Selection Panel evaluated the proposals and determined that a total of four (4) engineering firms were highly qualified to participate in the interview process. In May 2012, the participants of the Selection Panel interviewed the four short-listed firms. The selection process was based on ratings in five established categories: 1. Experience and Technical Competence; 2. Proposed Method to Accomplish the Work; 3. Strength of Key Personnel and Commitment to the Project; 4. Knowledge and Understanding of the Local Environment and 5. Commitment to Equal Opportunity. Based on the rating criteria, the results of the interview process selected Brown and Caldwell as the most highly qualified firm. To date, the Department has completed negotiations with the selected consultant.

**Project Cost and Schedule:**

The proposed As-Needed Engineering Consultant Services for 2012 – 2015 contract with Brown and Caldwell has a total cost value of not-to-exceed five million dollars (\$5,000,000) for a duration of 3 years effective from the date of City Council approval. It is estimated that the funding will be distributed as follows: Water: 40%, Wastewater: 60% (Metro: 40%, Muni: 20%).

The following schedule is anticipated:

October 2012 - City Council Approval of Contract  
November 2012 - Issue Notice to Proceed