



CITY OF MARSHALL

COMMISSION AGENDA INFORMATION SHEET:

MEETING DATE: June 09, 2016

PROJECT: Consider approval to authorize City Staff to negotiate an Engineering Services Contract for engineering and services related to Wastewater System Master Plan Evaluation and Hydraulic Modeling. (Public Services Director)

DESCRIPTION: On May 10, 2016 we opened Request for Qualifications (RFQs) from firms to assist the City of Marshall in the evaluation, engineering, and studies required in updating our wastewater collection system. Part of the project includes hydraulic modeling to address areas where backups are occurring because of sizing or groundwater inflow into our piping. We received four (4) qualified responses to our RFQ advertisement:

- AECOM/Hayes Engineering of Dallas, Texas
- Burgess & Niple/KSA Engineering of Austin, Texas
- Garver USA of Frisco, Texas
- Schaumburg & Polk, Inc. of Tyler, Texas

A RFQ review Committee made up of the following, met on May 17, 2016, to evaluate the RFQs:

Lisa Agnor - City Manager
J.C. Hughes - Public Services Director
Jack Redmond - Support Services Director
Chris Miles – Distribution & Collection Superintendent
Nancy Pasel – Treatment Superintendent.

The scope of services in the RFQ, as previously shared with the City Commission, include:

- Data collection and evaluation of the existing wastewater collection system.
- Review existing wastewater collection system and treatment design criteria.
- Identify and recommend hydraulic modeling software for future city use.
- Design a new hydraulic model with 5, 10, and 20 year performance needs.
- Develop detailed plan for inflow/infiltration of water into the distribution system.

- Develop a detailed 5, 10, and 20 year Capital Improvements Plan (CIP).
- Evaluate wastewater pipe sizing and capacity in low flow and high flow calculations.
- Recommend solutions to the top chronic system trouble areas.
- Evaluate condition of SCADA (system reporting software and equipment) system.
- Develop short and long range funding strategies, sources, and costs.
- Evaluate compliance with state and federal standards.
- Prepare a written report documenting the findings of the study to City Staff and Commission.
- Assist with education of City staff and the public of methods to reduce grease in the system.

All four firms provided detailed response packets, but one engineering group ranked very high in their levels of previous experience; they also stood out because they already had parts of previous data bases of our system, which will reduce costs and time. The RFQ Review Committee was unanimous in its recommendation to negotiate with Burgess Niple/KSA Engineering of Austin, Texas.

We are required by State Purchasing Regulations to utilize a RFQ process when selecting an engineering firm and selection cannot be based on price. The RFQ process requires an evaluation and a negotiated contract and cost with a recommended engineering provider.

If approval to negotiate is granted by the City Commission, we will negotiate services pricing and come back to the City Commission for final contract approval.

COST:

N/A – RFQ process at this point; requires negotiation with a selected firm.

FUNDING:

	<u>Acct. Name & No</u>	<u>Original Budget</u>	<u>As Bid</u>
N/A – RFQ process at this point			

RECOMMENDED

ACTION:

Approve City Staff to negotiate an Engineering Services Contract for engineering and services related to Wastewater System Master Plan Evaluation and Hydraulic Modeling. (Public Services Director)

CITY CONTACT: J. C. Hughes, Public Services Director 903-503-4503

ATTACHMENTS:

N/A

cc: Lisa Agnor, City Manager
 Jack Redmon, Support Services Director
 Chris Miles, Distribution and Collection Superintendent
 Nancy Pasel, Treatment Superintendent