



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** David Sykes

**SUBJECT:** SEE BELOW

**DATE:** July 22, 2013

Approved

Date

7/23/13

**SUBJECT: CONSULTANT MASTER AGREEMENT WITH AECOM TECHNICAL SERVICES, INC., FOR CITYWIDE MASTER PLANNING FOR STORM SEWER SYSTEM**

## RECOMMENDATION

Approve the master agreement with AECOM Technical Services, Inc., for consultant services for citywide storm sewer master planning from the date of execution to June 30, 2017, in an amount not to exceed \$2,800,000.

## OUTCOME

The executed master agreement will allow staff to initiate consultant services to conduct engineering studies for the preparation of the Citywide Storm Sewer Master Plan, and to perform other planning, feasibility and pre-design analysis for the City's 1,150 mile storm sewer system.

This consultant master agreement will provide the following outcomes:

- A citywide hydrologic and hydraulic model that incorporates the Santa Clara Valley Water District's river model
- A tool that allows the City to conduct floodplain analysis for FEMA floodplain mapping
- The ability for City to better analyze how the system should be operated with recommended improvement projects including LID (low impact development), multiuse, conveyance and treatment facilities to enhance the cleanliness of rivers and creeks
- A living model and document that will be updated and expanded based on future land use planning, system improvement, as well as changed regulations
- Trained City modeling and master planning staff who will maintain, use, and update the computer model for the on-going storm sewer system planning effort
- A Capital Improvement Program to guide City's investment in the Storm Sewer System
- Rate and tax study to assess potential rate and tax alternatives

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## **BACKGROUND**

In previous fiscal years, limited funding has prevented the development of a Citywide Storm Sewer Master Plan Study. Consequently, the aging storm sewer infrastructure has not been collectively identified, cataloged, or assessed. Limited funding has resulted in a modest storm capital program, with most improvement projects mitigating only localized neighborhood deficiencies based on citizen complaints, staff observations and field reviews.

Since the mid 1980s, the City's design standard required that new storm drain systems be designed to convey a 10-year storm event (a large storm that has a 10% chance of occurring in any given year). The 10-year event is widely recognized as a reasonable, safe standard, and is employed by numerous jurisdictions nation-wide. However, over 93% of the existing storm sewer system is designed to the previous three-year storm event standard. In many areas that have been annexed to the City, the conveyance capacity is even less than a three-year event.

In the past, storm sewer master plan studies were developed for specific drainage areas such as Alviso, Rincon De Los Esteros, and Oakmead areas. Combined, these master plans studied approximately 14% of the City's 143 square mile urban growth boundary.

A comprehensive citywide master plan study is necessary for the management of City's storm sewer system and its capital program. A number of problems are associated with no master plan in place. Without a master plan, the City has not had a clear plan to guide the capital improvement program for the storm sewer system. This has led to a very reactive approach to programming projects and no real way to estimate future needs and no way to proactively mitigate deficiencies. When storm system deficiencies are not mitigated, the City faces greater risk of property damage caused by flooding under large storm events. Without a storm system hydraulic model developed with the master plan study, the City has also not had a readily available tool to analyze 100-year flood risk and have been unable to update FEMA flood map with regional and local flood control projects. The City also has lacked the predictability for storm system capacity needs for future land use development activities which has led to a more difficult permitting process for economic development projects.

As part of the 2010-2011 Capital Budget, Council approved the initial funding to embark a Citywide Storm Sewer Master Plan Study. The citywide master plan will develop a working computer model that will establish long-term solutions for deficiencies within the storm sewer system to meet capacity and water quality objectives. The master plan will identify storm system capacity deficiencies and recommend a capital improvement program to address these deficiencies for flood reduction for existing and anticipated land use developments included in the Envision San José 2040 General Plan. Master planning efforts will also achieve regulatory compliance with current and future Municipal Regional Stormwater NPDES Permit requirements.

In June 2011, as part of the citywide effort, the city initiated consultant services for the preparation of the Storm Sewer Master Plan Study for the North San José Area. North San José was selected as a priority study area to begin citywide master planning efforts due to proximity

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to Guadalupe River, Coyote Creek and Alviso, and because of anticipated development or redevelopment which will drive drainage efficiency and capacity needs. North San José is also a critical area as it includes all of the large pump stations in the city. The master plan will make recommendations on capacity improvements for the pump stations.

Staff determined that additional funding was necessary to prepare the comprehensive Citywide Storm Sewer Master Plan. During the five-year CIP Budget Study Session for FY2014-18, additional funding was requested and approved to support the Citywide Master Plan effort.

### **ANALYSIS**

A Request for Qualifications for consultant services to provide citywide master planning for storm sewer system was advertised on November 2, 2012. The City received Statements of Qualifications from five firms by the December 18, 2012, deadline. DPW staff conducted a selection process for consulting services in accordance with the Citywide Capital Program Consultant Procurement Supplemental Manual. A Technical Evaluation Panel consisting of representatives from different sections of Transportation & Hydraulic Services Division reviewed and rated the submittals based on firm's expertise, experience and master planning approach.

After evaluation of the Statements of Qualifications submitted, three firms were invited for interviews which were conducted on March 27, 2013. The three firms were evaluated and ranked based on their past projects and master planning experience, approach to training City staff on hydraulic modeling software, and ability and availability to deliver the Citywide Storm Sewer Master Plan Study. Consideration was also given to their overall project management and ability to work with public and regulatory agencies. The three firms were ranked by the interview panel as follows:

<b><u>Rank</u></b>	<b><u>Consultant</u></b>
1	AECOM Technical Services, Inc.
2	MWH Americas, Inc.
3	Schaaf & Wheeler

AECOM Technical Services, Inc. is recommended to support the storm program with Citywide Storm Sewer Master Plan Study.

The master agreement will be administered through individual Service Orders. Each Service Order will specify the scope of services to be performed and the compensation due to the consultant upon satisfactory delivery of all specified services. On average, the consultant agreement will cost approximately \$700,000 a year for the four years.

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### **EVALUATION AND FOLLOW-UP**

Service Orders under the master agreement will be approved by the Director of Public Works. No additional follow-up action with the Council is expected at this time.

### **PUBLIC OUTREACH**

- ✓ **Criterion 1:** Requires Council action on the use of public funds equal to \$1,000,000 or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

This item meets Criteria 1: Requires Council action on the use of public funds equal to \$1,000,000 or greater. To solicit consultants, the RFQ was listed on the City's Internet (Bid Hotline) and BidSync. This memorandum will be on the City's website for the August 13, 2013, Council agenda.

### **COORDINATION**

The agreement and memorandum were coordinated with the Department of Transportation, the Department of Planning, Building and Code Enforcement, the City Attorney's Office, and the City Manager's Budget Office. This agreement has also been coordinated with the City's Contracting-In Committee.

### **FISCAL/POLICY ALIGNMENT**

This agreement is consistent with the Council-approved Budget Strategy for Economic Recovery in that the consultant retained under this master agreement will assist drainage studies to identify capital improvement projects that will spur construction spending in our local economy.

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**COST SUMMARY/IMPLICATIONS**

1. AMOUNT OF RECOMMENDATION: \$2,800,000
 

Master Agreement	\$2,800,000
Project Delivery and Management	\$650,000
TOTAL	\$3,450,000
  
2. COST ELEMENTS OF MASTER AGREEMENT: The master agreement’s consultant services are reimbursed based on an hourly rate schedule in the master agreement for the involved consultant personnel.
  
3. SOURCE OF FUNDING: 469 – Storm Sewer Capital Fund  
413 – Storm Drainage Fee Fund
  
4. OPERATING COSTS: The proposed operating and maintenance costs of this project have been reviewed, and staff has determined that the project will have no significant adverse impact on the General Fund operating budget.

**BUDGET REFERENCE**

The table below identifies the fund and appropriation proposed to fund the agreement recommended as part of this memorandum.

Fund #	Appn #	Appn. Name	RC #	Total Appn.	Amt. for Contract	2013-2014 Proposed Budget (Page)	Last Budget Action (Date, Ord. No.)
<b>Current Funding Available</b>							
469	5252	Storm Sewer Master Plan – City-wide	089813	\$2,048,000	See below*	Capital V-155	6/18/2013, 29271
413	7621	Storm Sewer Master Plan – City-wide	TBD	\$300,000	See below*	Capital V-155	6/18/2013, 29271
<b>Total Current Funding Available</b>				<b>\$2,348,000</b>			

\*Expenditures and encumbrances will be charged to capital appropriations identified upon issuance of service orders under this Master Agreement. Expenditures and encumbrances will not exceed the amount budgeted in each fiscal year.

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**CEQA**

Exempt, File No. PP10-066(d), CEQA Guidelines Section 15262, Feasibility and Planning Studies.

/s/

DAVID SYKES

Director of Public Works

For questions please contact Michael O'Connell, Deputy Director, at 408-975-7333.