



March 24, 1998

To: Board of Directors (Budget and Finance Committee--Action)
(Engineering and Operations Committee--Action)
(Organization and Personnel Committee--Action)

From: General Manager

Edward J. McCall

for

Submitted by: Chief Engineer

Darryl M. Snyder

Chief of Planning and Resources

Debra C. Mar

Subject: Appropriate \$600,000 for the Diemer Site Engineering Study, and Authority to Enter Into an Agreement

Reference: Appropriation No. 15321

RECOMMENDATION(S)

To conduct a site engineering study to establish locations and architectural guidelines for future facilities at the Robert B. Diemer Filtration Plant, it is recommended that your Board:

1. Appropriate \$600,000 of budgeted funds; and
2. Authorize the General Manager to enter into an Agreement with Michael Willis and Associates, Architects, in the amount not to exceed \$340,000, and to have all work performed.

EXECUTIVE SUMMARY

The Robert B. Diemer Filtration Plant (Diemer) was constructed in the 1960s, and by the early 1990s only limited suitable sites were available for plant modification and expansion. Hence, in August 1996, your Board authorized the purchase of Shell Oil property adjacent to the Diemer plant for required new facilities, and to provide a buffer from encroaching local development. To obtain the best use of the newly acquired property, staff recommends conducting a comprehensive site engineering study for locating new facilities and relocating existing facilities, and to establish plant-wide architectural guidelines. Approval of these recommendations will authorize the General Manager to enter into an agreement with Michael Willis and Associates, Architects, to assist Metropolitan staff in conducting the study and to establish a plan to blend existing plant facilities with future construction on the newly acquired property. The total estimated cost of this study is \$600,000.

JUSTIFICATION

Completion of the study will provide for optimized locations and architectural guidelines for future facilities to be constructed at Diemer, while considering existing and future plant requirements.

ALTERNATIVE(S) TO PROPOSED ACTION

Do not proceed with the site engineering study

An alternative to the proposed action is not to expend the funds to conduct a study and to proceed with design and construction based on existing information. However, this alternative could hamper efforts to judiciously utilize the newly acquired land and to establish beneficial long-term plans for Diemer.

Conduct the site engineering study entirely with Metropolitan staff

An alternative is to use Metropolitan staff to develop alternative site layouts for future facilities. This alternative would require staff to perform architectural planning work which is outside of their expertise and normal duties. The consultant was selected through the Request For Proposal (RFP) process and chosen for their expertise in performing the required architectural services.

FUNDING REQUEST

Program Name: Diemer Filtration Plant-Site Engineering Study		
Source of Funds: Pay-As-You-Go Fund		
Appropriation No.: TBD	Board Action No. 1	FY 97/98 Budget: \$525,000
Requested Amount: \$600,000	Capital Program No.: 97822-A	
Total Appropriated Amount: \$600,000	Capital Program Page No.: E-35	
Total Program Estimate: \$600,000*	Program Category: Asset and System Integrity	

*The Program Estimate is an increase of \$75,000 from the Capital Program for FY 1997/98.

ACTIONS AND MILESTONES

- Complete architectural guidelines by February 5, 1999
- Complete preliminary architectural floor plans and elevations for new maintenance building by May 1, 1999
- Complete site engineering study by August 1, 1999

CEQA COMPLIANCE / ENVIRONMENTAL DOCUMENTATION

The proposed project is statutorily exempt under the California Environmental Quality Act (CEQA) because it consists of feasibility or planning studies for future actions which the Board has not approved, adopted, or funded (Section 15262, CEQA Guidelines).

CONTRACT SUMMARY

Contract Status:	New	Type of Selection:	Prequalified Competitive Proposals RFP 282
Contract Form:	Professional Services	Firms Issued RFP:	5
Contract Type:	Time and Materials	Proposals Submitted:	3
Evaluation Criteria:	Evaluation based on understanding of objectives, technical approach, demonstrated performance, experience, and cost effectiveness.		

MBE / WBE

Minority-Owned Business Enterprises (MBE), Women-Owned Business Enterprises (WBE), and Other Business Enterprises (OBE) participation goals and actual participation levels for Michael Willis and Associates, Architects, are shown below:

	<u>MBE</u>	<u>WBE</u>
Goals	23%	7%
Actual	52%	16%

DETAILED REPORT

The Robert B. Diemer Filtration Plant (Diemer) was constructed in the early 1960s on the top of a broad ridge. During construction, the ridge was excavated and the adjacent ravines filled to create a suitable plant site. The resulting site consists of three distinct levels separated by steep slopes. The existence of steep slopes limits available building sites, thereby constraining plant expansion. Of the existing graded pads on the plant site, only relatively few are geotechnically suitable for structures. As water demands in the Diemer service area increased, the addition and expansion of operating facilities have exhausted the most suitable building sites. Presently, the Diemer plant has requirements for a new maintenance building to replace the existing building that was damaged by ground movement, rendering about one-third of the building unsafe for occupancy and the damaged portion demolished. In addition, it is anticipated that increased on-site chemical storage, solid-waste handling facilities, and eventually ozonation facilities, will very likely be needed.

In late 1996, Metropolitan acquired 36.3 acres from the Shell Oil Company adjacent to the west end of the existing plant property line. The land acquisition was planned for new or expanded plant facilities, including those needed to comply with new drinking water regulations, to meet

increasing service area demands, and to form a buffer for future residential development. In order to realize the best utilization of the newly acquired land, staff recommends that a comprehensive site engineering and planning study be conducted to develop alternative site layouts for relocating existing facilities, and construction of future facilities.

The study will be conducted in coordination with the Asset Management Program by Metropolitan staff aided by an architectural consultant, and will assess the newly acquired and existing properties for optimized use. Consideration will be given to constraints on plant expansion that may be imposed by the proposed residential and golf course development, and requirements for traffic management. In addition, the study will develop a plant-wide architectural theme and design guidelines. The consultant will also provide preliminary architectural services for a new approximately 20,000 square-foot maintenance building to replace the damaged structure.

In September 1997, Request For Proposal No. 282 was distributed to five prequalified respondents to Request For Qualifications No. 138 for architectural services. Three proposals were received and evaluated. Based on the respondent's understanding of the objectives, technical approach, documented demonstrated performance, experience, and cost effectiveness, the review committee recommended the firm of Michael Willis and Associates, Architects, to provide the architectural services for the Diemer site engineering study (see Attachment B).

It is recommended that the General Manager be authorized to enter into an agreement with Michael Willis and Associates, Architects, for architectural services as defined in the Agreement, and in form approved by the General Counsel, not to exceed \$340,000. It is further recommended that your Board authorize Appropriation No. 15321, in the amount of \$600,000 to finance all costs of conducting the site engineering study for Diemer. A breakdown of these costs is contained in the Financial Statement on Attachment A.

DWC/mg:rev9
(diemersitestudy)
Attachment(s)

Attachment A to 7-2
Financial Statement
(1997-98 Capital Program No. 97822-A)

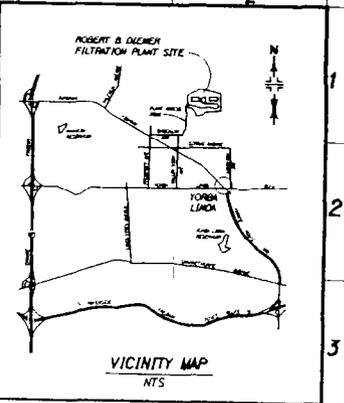
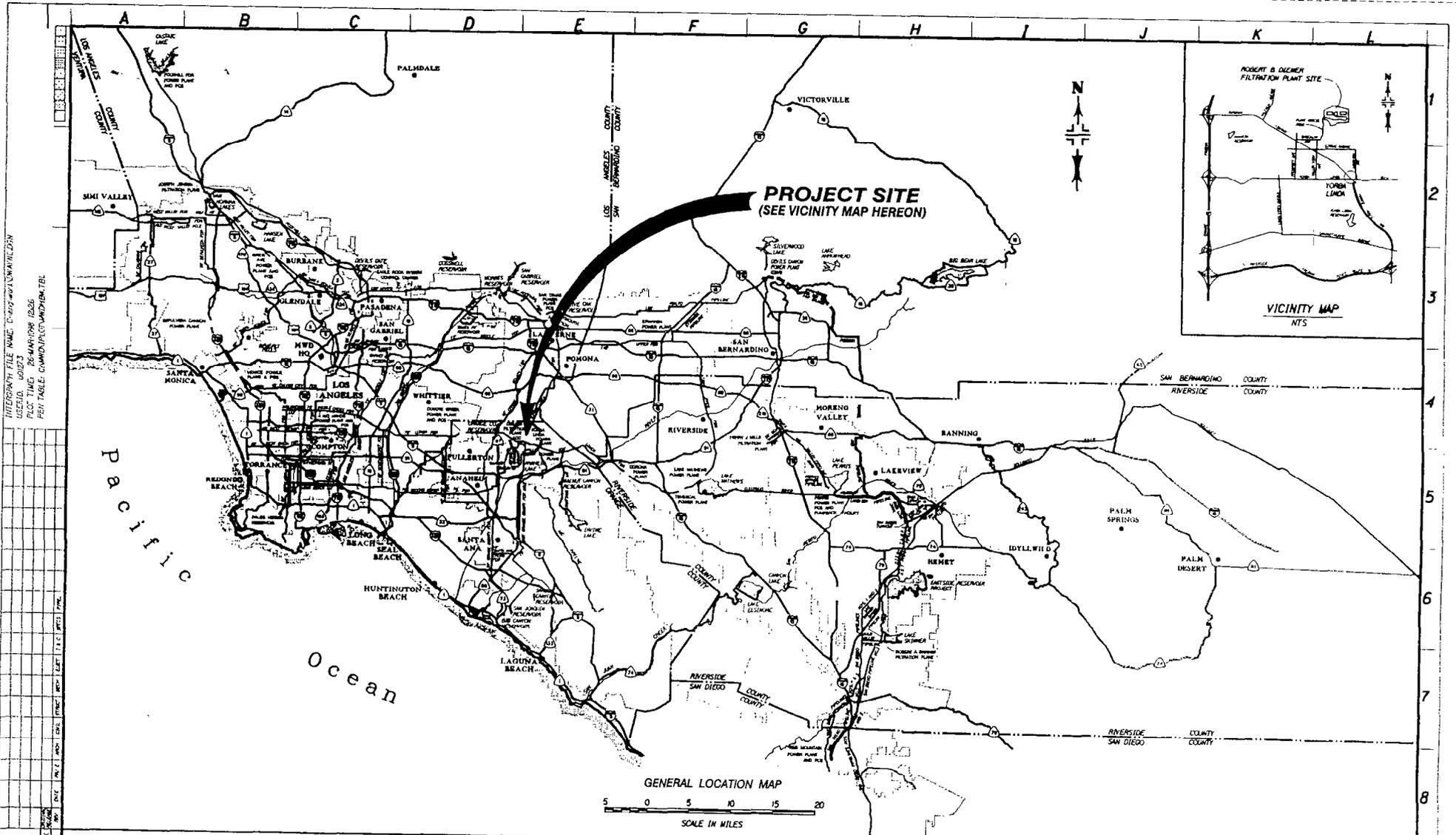
The total estimated cost breakdown for Appropriation No. 15321 Board Action No. 1 is as follows:

Program Summary	Board Action <u>No. 1</u>
Labor:	
Engineering	
Project Management	\$ 20,900
Engineering and Studies	70,000
Geotechnical	10,000
Planning and Resources	<u>10,000</u>
Total Labor	\$110,900
Materials and Supplies	\$ 1,000
Incidental Expenses	2,000
Professional and Technical Services	340,000
Operating Equipment	4,000
Administrative Overhead	66,500
Contingency	<u>75,600</u>
Program Total	\$600,000
Source of Funds: Pay-As-You-Go Fund	
Capital Program for Fiscal Year 1997/98	
Total Program Estimate:	\$525,000
Projected Expenditure of Funds:	
Through FY 1997/98	\$132,200
FY 1998/99	376,400
FY 1999/00	15,800
Contingency	<u>75,600</u>
Total	\$600,000

Evaluation Scoring Matrix
RFP 282
Architectural Services for the Robert B. Diemer Filtration Plant Engineering Study

Firm	Demonstrated Understanding of MWD's Objectives (10 Pts)	Methodology and Technical Approach (15 Pts)	Demonstrated Performance and Proven Ability to Prepare Deliverables (20 Pts)	Qualifications, Skills, & Experience of Members of Team (15 Pts)	Demonstrated Experience of Firm and Key Personnel (15 Pts)	Fee Schedule (10 Pts)	MBE/WBE Participation (10 Pts)	Presentation (Optional) (10 Pts)	Total (105 Pts)	Ranking
A	7.6	11.4	16.8	11.2	11.0	8.6	10.0		76.6	2
B	7.0	10.2	13.0	11.0	10.2	9.0	10.0		70.4	3
C	9.4	12.2	17.6	13.0	12.4	5.6	10.0		80.2	1

Scores shown are the average of the five (5) evaluators



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PROJECT NO.	DATE	BY	CHKD.	APP'D.	DATE	BY	CHKD.	APP'D.	DATE

GENERAL LOCATION MAP
 SCALE IN MILES
 0 5 10 15 20

MWD METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA	
DESIGNED	DATE
DRAWN	DATE
CHECKED	DATE

DISTRIBUTION SYSTEM
ROBERT B. DIEMER FILTRATION PLANT
 GENERAL LOCATION AND VICINITY MAP

SPECIFICATIONS	
PROJECT NUMBER	102874
DATE	