




**DEPARTMENT OF PUBLIC UTILITIES**

**MEMORANDUM**

**DATE:** November 8, 2021

**TO:** THOMAS ESQUEDA, City Manager  
City Manager's Office

**FROM:** MICHAEL CARBAJAL, Director   
Department of Public Utilities

**SUBJECT:** AFFIRM A UNIQUELY QUALIFIED FINDING OF STEARNS, CONRAD  
AND SCHMIDT CONSULTING ENGINEERS FOR THE RENEWABLE  
NATURAL GAS DIVERSION INTO NATURAL GAS PIPELINE

The purpose of this memorandum is to request the City Manager establish Stearns, Conrad and Schmidt Consulting Engineers (Consultant) as uniquely qualified to perform design, bidding and construction support services for the Renewal Natural Gas Diversion into Natural Gas Pipeline (Project). The finding is necessary pursuant to Administrative Order 06-19, which would thereby allow the Department of Public Utilities (Department) to dispense with the City's standard Request for Qualifications process and enter into an agreement with the Consultant for finalizing project design and providing bidding and construction support services for Project construction.

In 2016, an advertisement was published inviting Statements of Qualifications under which eight submittals were received and considered by a selection committee with the Consultant ultimately determined to be the most qualified to provide the desired services. The City entered into an Agreement with the Consultant on January 12, 2017, in the amount of Five Hundred Ninety Two Thousand Dollars (\$592,000) and an expiration date of January 31, 2018. Subsequent amendments to the Agreement extended its expiration date to June 30, 2020. At the time of expiration, construction documents were prepared to an 85% completion level.

The rendering of the Consultant's remaining services became stalled, beyond the Agreement expiration date, as a result of the Department working through issues pertaining to the digester gases on other projects within the Regional Wastewater Reclamation Facility (Facility). All issues now having been resolved and the Department desires to finalize design development and undertake necessary bidding and construction support services for implementation of the project. The amount needed for the remaining services is \$222,758.64, inclusive of a contingency of \$20,000. This cost includes the carry-over balance of \$208,451.04 from the original 2017 Agreement, plus an additional \$14,307.60 to account for labor rate increases that have occurred since the original contract was executed.

**MEMORANDUM**

Thomas C. Esqueda, City Manager

Uniquely Qualified Determination of Stearns, Conrad and Schmidt Consulting Engineers


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The Department has determined the Consultant is uniquely qualified based on their experience in the necessary services as well as their prior knowledge of the facilities and efforts towards development of the construction documents. Entering into an agreement with the Consultant would be beneficial by way of providing cost savings to complete the necessary services as well as expediting project completion. Once complete, the Project will create new revenue which can offset a portion of the Facility's operational costs, while also employing a more environmentally friendly use of excess digester gas.

If you have any questions or require any additional information, please do not hesitate to contact Brock Buche at 621-1610.

Approved       Denied

  
\_\_\_\_\_  
Thomas Esqueda, City Manager

  
\_\_\_\_\_  
Date

c: Brock Buche, Assistant Director – UP&E  
Rick Staggs, Assistant Director – Wastewater Management Division  
Patricia Diep, Supervising Engineering Technician