

**City of Oak Harbor
City Council Agenda Bill**

Bill No. C/A 4.e
Date: February 18, 2014
Subject: Wastewater Treatment Plant
General Contractor / Construction Manager
Request for Qualification

**FROM: Cathy Rosen, Public Works Director
Joe Stowell, City Engineer**

INITIALED AS APPROVED FOR SUBMITTAL TO THE COUNCIL BY:

 Scott Dudley, Mayor
 Larry Cort, City Administrator
 Doug Merriman, Finance Director
 Grant Weed, Interim City Attorney, as to form

PURPOSE

The purpose of this agenda bill is to authorize staff to advertise a request for qualifications (RFQ) to select a General Contractor / Construction Manager (GC/CM) for the new wastewater treatment plant (WWTP) project.

FISCAL IMPACT DESCRIPTION

Funds Required: \$1000 (advertisement)
Appropriation Source: Wastewater Fund

SUMMARY STATEMENT

On December 3, 2013, City Council approved Resolution 13-32 directing staff to pursue the alternative delivery method of General Contractor / Construction Manager (GC/CM) for construction of the new WWTP.

At this evening's council meeting (February 18, 2014), staff requested approval to submit an application to the Project Review Committee (PRC) of the Capital Projects Advisory Review Board (CPARB). The approval process consists of a written application to be submitted by March 3, 2014 and a presentation to the PRC on March 27, 2014. A decision from the PRC is expected at the end of the presentation.

In anticipation of approval by the PRC, staff is preparing a request for qualifications to begin the selection process of a GC/CM for the WWTP project. This agenda bill seeks approval from City Council to begin advertising the RFQ on March 28, 2014, immediately following approval from the PRC.

Selection of a GC/CM will be a multi-step process.

1. Review GC/CM qualifications
2. Interview short list
3. Request for Price Proposal
4. Selection based on SOQ, Interview and Price Proposal

Scoring criteria and proposed interview questions will be reviewed with the selection committee prior to release of the RFQ on March 28, 2014.

Staff proposes the following GC/CM selection committee members.

Voting members

- Scott Dudley, Mayor
- Council Member
- Council Member
- Larry Cort, City Administrator
- Cathy Rosen, Public Works Director
- Joe Stowell, City Engineer
- John Piccone, Project Engineer

Non-voting members

- Brian Matson, Carollo Engineers
- Dan Chandler, OAC, Facilitator

CITY COUNCIL WORKSHOP

While GC/CM has been discussed in general on several occasions, this specific agenda bill has not been discussed at a City Council workshop.

RECOMMENDED ACTION

Authorize staff to advertise a request for qualifications (RFQ) to select a General Contractor / Construction Manager (GC/CM) for the new wastewater treatment plant (WWTP) project.

ATTACHMENTS