

## Background

The purpose of this staff report is to provide an informational summary of two professional services contracts that staff has secured on behalf of the Board with HR Green, an engineering consulting firm. These contracts both pertain to the West Side pumping station.

Ordinarily, staff seeks approval from the Board for professional services contracts which are more than \$50,000 in value. The two contracts in question are both individually below \$50,000 but, in combination, exceed this amount.

### Contract 1: Electrical Gear Design and Construction Administration

The first contract is for design and construction administration services for the replacement of the pump motor control centers and associated equipment at the West Side pumping station. The scope of this project was developed by staff and a Request for Proposals was advertised by the City of Saint Paul Contract and Analysis Services. Three proposals were received, reviewed, and scored by a SPRWS selection committee. The following provides a summary of the scoring of the three reviewed firms:

Proposal Criteria	POSSIBLE POINTS	HR Green	Donohue	Benham
Experience and Qualifications	30	25	27	19.25
Related Project Experience	10	9.5	9.5	7
Detailed Explanation of the Project Approach	30	24.5	27.75	18.5
Cost	30	30	15	21.38
<b>TOTAL POINTS:</b>	<b>100</b>	<b>89</b>	<b>79.25</b>	<b>66.13</b>

HR Green received the highest score among the proposers, who were all rated on experience, project approach and cost. The work is further detailed in HR Green's November 13, 2019 Proposal, which is attached for review.

Cost: Not to exceed \$42,500

Term: Approximately Spring 2020 – Winter 2020/2021

### Contract 2: Pump Efficiency and Pressure Transient Analysis

In speaking with HR Green upon award of the electrical design contract, staff determined it would be advantageous to initiate two additional analyses that may require some additional design considerations be incorporated with the electrical project. Since these analyses were not included in the original RFP, Contracts and Analysis staff advised staff to secure a separate contract with HR Green rather than include the additional work in the first contract.

The first analysis included in the scope of work for this contract is a determination of pump motor efficiencies within the West Side pumping station. This analysis will provide insight into whether future replacement of pump motors within the station would result in lower power usage and costs.

The second analysis pertains to a review of improvements to the discharge valve control to improve pressure surge at the West Side station. HR Green will evaluate pressure data collected by staff and provide options for possible replacement of control valving within the station to minimize or eliminate pressure transients (surges).

Cost: Not to exceed \$25,000

Term: Approximately Spring 2020 – Fall 2020

**Summary/Conclusion**

The two contracts with HR Green will result in a full design of electrical improvements and upgrades for the West Side pumping station that will consider possible future pump motor and control valve upgrades.