



Agenda Briefing

Date of Meeting: February 4, 2020

Responsible Department: City Manager's Office

Presenter: Gayle Cook, City Manager

Briefing Prepared By: Gayle Cook, City Manager

Strategic Focus Area: Well Maintained Infrastructure

General Information / Subject:

Consider the approval of Proposal for Professional Engineering, Design Surveying and Geotechnical Services for the City of Seabrook - Wastewater System Infrastructure Retrofit, Phase 1 of the Hazard Mitigation Grant Program (HMGP).

Cobb Fendley Project number 712-011-01 - The proposed system retrofit will include a new wastewater facility close to Pine Gully on the north side of the City. This facility will be called Pine Gully Wastewater Treatment Plant (PGWWTP) and will be a 2 - 2.5 Million Gallon Per Day (MGD) facility.

Executive Summary / Background:

The city through Request for Qualifications (RFQ 2018-301-02) 404 HMGP Application Modification and Engineering Services for Infrastructure Retrofit of Waste Water System awarded Cobb Fendley & Associates on June 4, 2019 to revise previously prepared 404 HMGP Application. In that scope, the agreement included new documentation revising the project scope of work, budget and timeline with deliverables: 1) Revised Scope of work as system retrofit; 2) Remove all Acquisition and demolition aspects from previous project submittal; 3) Adjust budget to reflect the changes within the action items and project costs; and 4) Revised Timeline.

The HMGP has now successfully moved into Phase 1 of the Phased Project process. Within this phase FEMA requires Phase I design engineering in order to have project eligibility fully approved for Phase II. If the project is determined to be eligible, technically feasible, cost effective and compliant under the Phase I technical review, the project may then be approved for construction under Phase II.

This agenda item is for the Scope of work for the Phase I engineering and design services.

Phase I study funding is part of the project's total estimated cost and is subject to HMGP cost share requirements of 25/75.

Funding / Fiscal Information:

Account Number:

Amount Budgeted:

Amount Requested / Required: 820,646

Funding Source (if not budgeted):

Full Proposal \$3,282,585

25%	\$ 820,646	2016 COS issuance
75%	\$2,461,939	

Supporting Materials Attached:

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

REVIEWED BY: (as appropriate)



City Manager

Deputy CM

Finance

HR

IT

PD

Emer Svcs

City Sec

EDC

Bldg

PW

Court

Visitor Relations

**APPROVED BY:
(as appropriate)**

Preparer or Department Director

Date

Building Official, if needed

Date

City Secretary, if needed

Date

Community and Visitor Relations Director
if needed

Date

Court Administrator, if needed

Date

Deputy City Manager, if needed

Date

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

EDC Director, if needed

Date

Emergency Services Director, if needed

Date

Finance Director, if needed

Date

HR Director, if needed

Date

IT Director, if needed

Date

Police Chief, if needed

Date

Public Works Director, if needed

Date

DocuSigned by:

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City Manager

1/27/2020

Date