



## MEMORANDUM

**To:** Mayor and City Council

**From:** Ken Griffin, P.E., Director of Engineering and Public Works

**Date:** July 28, 2015

**Reference:** Consider approval of a professional services contract in the amount of \$232,700.00 with Brown & Gay Engineers, Inc. for Phase I of the design for Starleaf Pump Station; as budgeted in the water & sewer reserve funds; and authorizing the City Manager to sign any necessary documents.

**2030:** Sustainable City Government, Goal 3  
Excellent and Well-maintained City Infrastructure and Facilities

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### Introduction:

This agenda item is being presented for approval to enter into a contract with Brown & Gay Engineers, Inc. for preliminary engineering design services for addition of a new water pump station on Starleaf Drive.

### Analysis:

The City of Coppel is a wholesale water customer of Dallas Water Utilities (DWU). This means we purchase all of our water from Dallas, and it is delivered to us already treated and ready for distribution to our residents and business customers. Our distribution system includes two elevated storage tanks, 200 miles of water main, two ground storage tanks, and the Village Parkway Pump Station. Using these facilities, we purchase and pump more than 3,000,000,000 gallons of water annually.

The Village Parkway Pump Station was constructed in 1990 with four pumps and a single ground storage tank. In 1995 the facility was expanded and two additional pumps and an additional ground storage tank were added. All the water purchased by the City of Coppel from DWU is delivered to the Village Parkway Pump Station and passes through these two ground storage tanks, and is pumped out into our distribution system through this pump station. City staff and contract vendors perform annual preventative maintenance and periodic pump overhaul, however we are unable to take the station off line and perform significant renovation due to the critical nature of the facility. As this station continues to age, there are more significant renovations that need to be done that require taking the station off-line for longer periods of time than we are currently able to.

In 1999 the city began planning for the construction of an additional pump station and ground storage tank on city owned land on Starleaf Drive. This project has taken a back burner for many years due to the fact that it provides more for redundancy of the pumping facilities than it does additional capacity within the system. The Village Parkway Pump Station has a design capacity of 40 million gallons per day (MGD), however we are currently purchasing no more than 18.5 MGD from DWU. It is anticipated that the new Starleaf Pump Station will have a capacity of between 20 and 25 MGD which is expected to meet the long term needs of the city.

In February of this year the city published a request for qualifications for design services associated with this new pump station and ground storage tank. We hosted a pre-qualification conference on March 6<sup>th</sup> that included a tour of our existing facilities and a question and answer session with interested parties. On March 19<sup>th</sup> we received statements of qualification from four interested design firms. We assembled a panel to review the submitted qualifications and interview the top three design firms. This panel included representatives of the Engineering, Planning, Fire, and Water Utility Departments.

The interview panel selected Brown & Gay Engineers, Inc. as the most qualified firm to perform the design work associated with this tank and pump station based on their understanding of the project, the qualifications and availability of their staff, and their experience with this type of project. This firm has not worked in the City of Coppell before, however their project manager and several of their team members are residents of Coppell, and have worked with the city on projects with previous employers. Reference checks and background investigations reveal satisfied customers and every indication that this firm is capable of completing the work required of this project.

The design of this facility will take place in multiple phases. The first phase before you this evening consists primarily of a study to determine the ideal size, number, and type of pumps, ground storage tank size, and pump station layout. This study will confirm system needs and accurately identify the scope of the detailed design to follow. This study phase will include coordination with the Planning and Building Inspections Departments to ensure the final site layout and building elements are feasible for the site prior to commencing the final design. Funding for this design work is provided for through the Water & Sewer Reserve Fund.

Public Works staff will bring an additional contract in the spring of 2016 to begin the final design. We anticipate construction beginning in late 2016 or early 2017. The actual construction project is anticipated to be funded through the sale of Water & Sewer Capital Improvement Bonds.

**Legal Review:**

The City Attorney reviewed the proposed contract and offered no objection to any of the contractual language.

**Fiscal Impact:**

The fiscal impact of this Agenda item is \$232,700.00. Funding for this work is provided through the Water & Sewer Reserve Fund.

**Recommendation:**

The Engineering Department recommends approval of this contract with Brown & Gay Engineers, Inc.