

Agenda Item:

2.d

Meeting Date:

August 7, 2025

MEMORANDUM

To: City Commission

Through: Jennifer K. Bramley, City Manager

From: Clay Watkins

Date: 2025-07-15

Subject: Approval of a GEC Service Authorization to Tetra Tech, Inc., in the amount of \$149,694, for design, permitting, and bidding services for the Wastewater Treatment Plant (WWTP) Emergency Generator Building Rehabilitation Project.

Presenter(s): Alejandro Gonzalez, P.E., Engineer II

Staff Recommendation: Commission approval of the scope and fee for design, permitting, and bidding services for a General Engineering Consultant (GEC) Service Authorization for the WWTP Emergency Generator Building Rehabilitation Project to Tetra Tech, Inc., a Delaware Corporation, in a Not-to-Exceed (NTE) amount of \$149,694; and to designate Jorge M. Quintas, P.E., Deputy City Manager, as the City's authorized designee to execute the Service Authorization.

Strategic Themes: City Services and Infrastructure, Planning & Growth

Boards & Committees: N / A

Budget Impact: A Budget Adjustment / Transfer is necessary to fully fund this work, by transferring \$150,000 in budget from the Wastewater Process Equipment R & R Project repair and maintenance account, to the WWTP Emergency Generator Building Rehabilitation Project Improvements - Other Than Building account. The attached BA-BT Form transfers FY25 available budget from W/WW Fund Acct. #441-5265-535-054610-WU, Project #528505; to W/WW Fund Acct. #441-5265-535-056301-WU, Project #522503. There is no change in net position as a result of this budget transfer.

Past Action: None

Next Action: Commence design following issuance of a GEC Service Authorization and Purchase Order (PO), subject to Commission approval of award recommendation.

Attachments:

[A. Purchasing Agent Memo - WWTP Gen Building Rehab.pdf](#)
[B. GEC Service Authorization Tetra Tech- WW-3-25.pdf](#)
[C. BA BT - WWTP Gen Building Rehab.pdf](#)
[D. Human Trafficking Affidavit.pdf](#)

Background:

The Wastewater Treatment Plant (WWTP) is a critical component of infrastructure requiring continuous operation throughout the entire year. Should the WWTP lose electrical power service, an onsite emergency back-up generator automatically starts and provides the needed electricity without disruption to the WWTP's operation. The emergency generator is housed in a masonry building, constructed in 1999.

Most of the components and appurtenances are original to this 26 year old structure, and are deteriorating. There are also many components located on the roof of the building, such as the radiator and vent fans, which are exposed to the natural environment. The associated piping / conduits protrude through the ceiling from those components, and are a source of water intrusion. In order to harden the emergency generator building, the previously referenced equipment will be taken off the roof and re-installed adjacent to the generator, inside the building. The roof will then be rehabilitated and weatherproofed. This work will result in a hardened the generator building, providing greater resiliency during extreme weather events for reliable back-up power supply to the WWTP.

Staff solicited a scope of services and fee from Tetra Tech, Inc, (Tetra Tech) one of the City's General Engineering Consultants (GEC's). The city originally entered into a GEC contract with Tetra Tech on May 16, 2023 for water and wastewater engineering services, under RFQ #23-1221. The attached scope and fee, solicited for this project, is for a Not-to-Exceed (NTE) amount of \$149,694.

Construction of the WWTP Emergency Generator Building Rehabilitation project is planned for FY26. As previously mentioned, this hardening project will provide greater resiliency during extreme weather events for reliable back-up power supply to the WWTP. By starting design of the project in FY25, completion of construction is anticipated in time for the FY26 hurricane season.

In order to fund Tetra Tech's scope of services for design, permitting, and bidding services, a budget transfer of \$150,000 from the Wastewater Process Equipment R & R Project repair and maintenance account, to the WWTP Emergency Generator Building Rehabilitation Project Improvements - Other Than Building account is required. The aforementioned BA-BT Form

transfers FY25 available budget from W/WW Fund Acct. #441-5265-535-054610-WU, Project #528505; to W/WW Fund Acct. #441-5265-535-056301-WU, Project #522503. There is no change in net position as a result of this budget transfer.

As such, staff hereby recommends approval to authorize a GEC Service Authorization for the design, permitting, and bidding services for the WWTP Emergency Generator Building Rehabilitation Project to Tetra Tech, Inc., a Delaware Corporation, in the NTE amount of \$149,694, as noted herein; and to designate Jorge M. Quintas, P.E., Deputy City Manager, as the City's authorized designee to execute the Service Authorization.