



AGENDA REPORT

Public Works

DATE:	May 5, 2026
TO:	Mayor Martinez and Members of the City Council
FROM:	Daniel Chavarria, PE, Director of Public Works Tawfic N. Halaby, PE, Deputy Director of Public Works Darcie DeLashmutt, Capital Project Manager
Subject:	Contract with Schaaf & Wheeler Consulting Civil Engineers for the Ferry Point Pump Station Project
FINANCIAL IMPACT:	A total of \$45,000 is required to complete the Ferry Point Pump Station Project close-out. This amount includes \$29,690.43 for the new sole-source agreement with Schaaf & Wheeler and additional funds needed to pay final pending project invoices. Sufficient funding is available in the Wastewater Enterprise Fund (Account String: 40322931-400708-01U10).
PREVIOUS COUNCIL ACTION:	December 1, 2020 June 22, 2022 July 2, 2024
STATEMENT OF THE ISSUE:	On January 1, 2025, the Ferry Point Pump Station Project contract for design services with Schaaf and Wheeler expired. City Council authorization is required to enter into a sole source agreement to complete the project and reconcile final project expenditures.
RECOMMENDED ACTION:	APPROVE a sole source contract with Schaaf & Wheeler Consulting Civil Engineers for \$29,690.43 for a term ending on January 1, 2028, for completed construction-related engineering services and APPROPRIATE \$45,000 from the Wastewater Enterprise Fund for the Ferry Point Pump Station Project final expenditures – Public Works Department (Darcie DeLashmutt 672-3944 /Tawfic N. Halaby 620-5482/Daniel Chavarria 620-5478).

DISCUSSION:

On December 1, 2020, City Council approved a contract for \$375,000 with Schaaf & Wheeler to provide engineering design services for the Ferry Point Pump Station Project (Attachment 1). Schaaf & Wheeler was awarded the contract following a competitive Request for Proposals process. They were selected based on their technical expertise and capability to perform the required work. The original contract was effective from January 1, 2021, through March 31, 2022.

On July 2, 2022, City Council approved an additional services amendment for a not-to-exceed amount of \$50,000, extending the contract through January 1, 2025 (Attachment 2). As of the contract expiration, \$20,309.57 had been expended, and the additional construction scope remained incomplete.

The Ferry Point Pump Station Project has successfully completed the replacement of an aging pump station, significantly improved sewer collection services and ensured the long-term reliability of the city's sewer infrastructure. Following substantial completion of the primary construction, an expanded scope of work was identified to further enhance the site. This additional work includes:

- Raising the wall to screen pump station equipment
- Installing gates and screening
- Roadway resurfacing
- Trail improvements

These enhancements are designed to reduce the visual impact of the pump station and improve the surrounding natural setting at the intersection of Brickyard Cove Road and Dornan Drive. While the additional work scope was being determined, the agreement with Schaaf & Wheeler expired.

On May 7, 2025, Schaaf & Wheeler submitted a proposal to complete the remaining work for a not-to-exceed amount of \$29,690.43, which is the unspent balance from the expired agreement. Funding in the amount of \$45,000 is required to close out the remaining contract and reconcile final project expenditures. Sufficient funds are available in the Wastewater Enterprise Fund (Fund 4003), and no General Fund support is required.

City staff recommend that City Council approve the additional appropriation of funds in the amount of \$45,000 and approve a new sole source agreement with Schaaf & Wheeler in the amount of \$29,690.43 for complete engineering services (Attachment 3). A sole source agreement is justified in this instance due to the technical continuity required and the consultant's unique qualifications (Attachment 4). As the engineer of record, Schaaf & Wheeler brings specialized knowledge of the design, technical details, and site-specific considerations, making them uniquely qualified to complete the project efficiently and cost effectively.

DOCUMENTS ATTACHED:

- Attachment 1 – Project Location
- Attachment 2 – Original Agreement
- Attachment 3 – Proposed Agreement
- Attachment 4 – Sole Source Justification
- Attachment 5 – After the Fact Form