

Mayor and Council Communication

DATE: 10/17/23

M&C FILE NUMBER: M&C 23-0872

LOG NAME: 60HOLLYPFUEL- QUORUM

SUBJECT

(CD 9) Authorize Execution of a Professional Services Agreement with Quorum Architects, Inc., in the Amount of \$504,000.00, for the Holly Plant Fuel Station Project and Adopt Appropriation Ordinance to Effect a Portion of Water’s Contribution to Fiscal Years 2024-2028 Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize execution of Professional Services agreement with Quorum Architects, Inc., in the amount of \$504,000.00, for Holly Plant Fuel Station project; and
2. Adopt the attached Appropriation Ordinance increasing estimated receipts and appropriations in the Water and Sewer Gas Lease Capital Projects Fund in the amount of \$635,300.00, from available funds, for the purpose of funding the NSC Holly Plant Fuel Station (City Project No. 104085) to effect a portion of Water’s contribution to Fiscal Years 2024-2028 Capital Improvement Program.

DISCUSSION:

This Mayor and Council Communication (M&C) is to authorize the execution of a professional services agreement with Quorum Architects, Inc., in the amount of \$504,000.00, for Holly Plant Fuel Station.

The Agreement is for the design of the Holly Water Treatment Plant (WTP) - Fueling Facility North Service Center located at 1608 11th Avenue, Fort Worth, Texas 76102. The project scope includes the building of a new fueling station on the Holly WTP campus, consisting of an office, canopy, underground storage tanks, 4 diesel dispensers, 2 unleaded dispensers, and associated amenities required for operation.

A Request for Qualification (RFQ) from design teams was advertised in the *Fort Worth Star-Telegram* on March 23, 2023 and March 30, 2023. On April 5, 2023, four firms submitted Statements of Qualification. On June 8, 2023 the selection committee interviewed the three shortlisted firms and recommended Quorum Architects, Inc., for this project.

	Komatsu	Schwarz Hanson	Quorum
Firm's Experience	36	37	39
Technical Competence	20	17	19
Capability to Perform	17	16	19
Schedule	10	9	9
Experience working within City of Fort Worth	10	10	10
Business Equity	Pass	Pass	Pass
Total Score	93	90	96

In addition to the contract amount, \$131,300.00 is required for project management, and material testing. This project will have no impact on the Water Department’s operating budget when completed.

It is the practice of the Water Department to appropriate its CIP plan throughout the Fiscal Year, instead of within the annual budget ordinance, as projects commence, additional funding needs are identified, and to comply with bond covenants. The actions in the M&C will appropriate funds in support of the Water’s portion of the City of Fort Worth’s Fiscal Years 2024-2028 Capital Improvement Program, as follows:

60HOLLYPFUEL – QUORUM

Capital Fund Name	Project Name	FY2024 CIP Appropriations	Authority	Budget Change (Increase/Decrease)	Revised FY2024 Budget

Water/Sewer Gas Lease Cap Proj – Fund 53004	104085 NSC – Holly Fuel Station	\$0.00	This M&C	\$635,300.00	\$635,300.00
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Funding is currently available in the Unspecified – Gas Lease Revenue project within the Water/Sewer Gas Lease Capital Projects Fund for the purpose of funding the NSC-Holly Fuel Station project.

Appropriations for Water and Holly Plant Fuel Station are as depicted below:

Fund	Existing Appropriations	Additional Appropriations	Project Total*
Water/Sewer Gas Lease Cap Proj – Fund 53004	\$0.00	\$635,300.00	\$635,300.00
Project Total	\$0.00	\$635,300.00	\$635,300.00

*Numbers rounded for presentation purposes.

Business Equity: Quorum Architects, Inc., is in compliance with the City's Business Equity Ordinance by committing to 18 percent MWBE participation on this project. The City's MWBE goal on this project is 10 percent.

The project is located in COUNCIL DISTRICT 9.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the Unspecified – Gas Lease Revenue project within the Water/Sewer Gas Lease Cap Proj Fund, and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the Water/Sewer Gas Lease Capital Projects Fund for the NSC - Holly Fuel Station project to support the approval of the above recommendations and execution of the engineering agreement. Prior to any expenditure being incurred, the Water Department has the responsibility of verifying the availability of funds.

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Expedited