



**Contract and Award Letter
Purchase Resolution – Exhibit “A”**

TO: Board of Contracts and Awards
FROM: Ramiro A. Chavez, P.E., PgMP, Director/City Engineer, Environmental Services
Steve Hoffman, Engineering Project Manager, Senior, Science and Engineering
COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and
Stan Rowden II, Senior Buyer, Finance/Procurement
SUBJECT: AN2201 Titlow Wastewater Pump Station Improvements - Engineering Services,
Contract No. CW2278137 – January 27, 2026 City Council
DATE: January 8, 2026

Initial Initial
GMS RAC

RECOMMENDATION SUMMARY: The Environmental Services Department (ES) recommends a contract be awarded to Keller Associates, Inc., Kent, WA, for a projected contract amount of \$968,500, plus applicable taxes, budgeted from the ES Wastewater Fund 4300. For engineering design and construction support services for the Titlow Pump Station Improvements Project.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Assure outstanding stewardship of the natural and built environment.

Proper design of upgrades and improvements to Titlow Pump Station ensures reliable conveyance of wastewater through the collections system and minimizes the risk of a wastewater sewer overflow into the surrounding community and environment.

BACKGROUND: The Titlow Wastewater Pump Station, located in the Western Slopes area of Tacoma, has a pumping capacity of 2.8 million gallons per day and services thousands of customers. This station was originally constructed in 1961 and has undergone previous rehabilitations to upgrade various components. In 2024, an Asset Rehabilitation Evaluation study was completed by Carollo Engineers, Inc. to identify deficiencies and areas of risk at the Titlow Pump Station and provide recommendations and preliminary engineering assessments for rehabilitation.

ISSUE: The study identified various mechanical and complex electrical upgrades that are required to replace aging infrastructure, provide redundancy, and maintain reliable operation. The scope of work for this contract will be to perform design support to replace major electrical and mechanical systems, upgrade pumps and piping, install new controls and sensors, improve structural elements, and enhance safety, security and site infrastructure.

ALTERNATIVES: The alternative to performing this project is to take no action, however that would place the City at risk of essential electrical equipment failing due to old age and difficulty of maintenance, leading to pump station shut down and wastewater sewer overflow. The alternative of internally designing the project was considered, however the complexity of the electrical and instrumentation design necessitates expert technical experience. It is therefore in the best interest of the City to retain Keller Associates, Inc. to assist in the design.

COMPETITIVE SOLICITATION: Request For Qualifications Specification No. ES25-0222F was opened Tuesday, October 07, 2025. Four hundred twenty-four companies were invited to bid in addition to normal advertising of the project. Two submittals were received. Both were thoroughly reviewed and scored by a Selection Advisory Committee (SAC) using the stated



scoring criteria. Keller Associates, Inc. received the highest score and was determined to be the most qualified and available engineering firm to complete this work.

<u>Respondent</u>	<u>Location</u>	<u>Score</u>
Keller Associates, Inc.	Kent, WA	87
Carollo Engineers, Inc.	Seattle, WA	86

CONTRACT HISTORY: New contract.

SUSTAINABILITY: The design and construction of this wastewater pump station rehabilitation project will reduce the risk of critical equipment failure that could result in a sanitary sewer overflow. The design of improvements to aging equipment will help ensure regulatory compliance and minimize negative impacts on human health and the environment.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - Service contract - EIC Regulations are not yet established.

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4300 ES Wastewater Fund	ENV-04013-11-05	5310100	\$968,500
TOTAL			Up to \$968,500

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
4300 ES Wastewater Fund	524700	6310010	(\$968,500)
TOTAL			Up to (\$968,500)

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$968,500

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes.

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A.