



MEMORANDUM

Date: February 5, 2015

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator 

Re: **Professional Services Contract for Michael Gritzuk**

At the February 10, 2015 Board of Supervisors meeting, questions arose regarding the professional services contract for Mr. Michael Gritzuk. The contract was approved; however, some could have been left with the impression the additional services contract was unnecessary.

Attached are memoranda from Deputy County Administrator John Bernal and Regional Wastewater Reclamation Director Jackson Jenkins. These memoranda are self-explanatory and detail the services being provided by Mr. Gritzuk during the final term of his contract with the County.

CHH/anc

Attachments

c: John Bernal, Deputy County Administrator for Public Works
Jackson Jenkins, Director, Regional Wastewater Reclamation Department



PIMA COUNTY
REGIONAL WASTEWATER RECLAMATION DEPARTMENT
201 NORTH STONE AVENUE
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JACKSON JENKINS
DIRECTOR

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February 3, 2015

TO: C.H. Huckelberry, County Administrator
THRU: John M. Bernal, P.E., Deputy County Administrator – Public Works
FROM: Jackson Jenkins, Director – RWRD
SUBJECT: **Renewal of Professional Services Contract for Michael Gritzuk**

At today's BOS meeting, the extension of Mike Gritzuk's consulting contract (item #11 on Consent) had questions raised by Supervisor Miller. Please see the attached memo that indicates the remaining work that Mike Gritzuk will be involved with up to 12/1/15 (less than 10 months from now).

As the previous Director of RWRD, Mike was the original architect of the Regional Optimization Master Plan (ROMP) and was extremely involved in the initial contract development and negotiations for this very large capital delivery program. As you also are aware, most of the ROMP projects were delivered through alternative project delivery methods such as Construction Manager at Risk (CMAR), Design Build Operate (DBO), and Design Build (DB) to name a few. In moving forward with the ROMP implementation, Mike was included as an important member of the project delivery team. His innate and detailed knowledge of the many contracts, his past experience with both the Department and alternative delivery projects, and his 35 years of industry experience as a P.E. made him a key ingredient to our success. The ROMP program was professionally evaluated and cost estimates were prepared that identified the delivery of this entire ROMP Program to require an approximate \$720 million capital investment. Through the tremendous effort of Pima County staff and the consortium of additional talented resources such as Mike Gritzuk, Greeley and Hansen (Program Management firm), Jacobs Engineering (Project Managers), and some top notch contractors, the entire ROMP Program was delivered ahead of the mandated regulatory deadlines, ahead of contracted schedules and well below budget.

The original \$720 million budget has most recently been estimated to finish below \$605 million and with some final additional successes may come in below \$600 million. The overall program and many of the individual projects have received virtually every award and accolade in the project delivery, construction, and water/wastewater industries. The majority of ROMP has been successfully completed and now requires some final attention at remaining closeout and reporting issues. Mike's involvement has been significantly reduced in line with the reduced needs. However, the loss of his institutional knowledge at this final stage of the process would not serve us well. I am glad the item passed the BOS approval today, but would hope that this information can be forwarded to the BOS as an FYI. Never before has the County had to deliver such a large capital program. To do so with such positive results is primarily the result of the efforts of the team that was established to perform this work.

As soon as this last remaining work is completed, Mike will gladly transition into full-retirement.

Attachment

Remaining ROMP CIP Implementation Task List

1. Agua Nueva WRF – Process Optimization
2. Agua Nueva WRF - Service Contract Ratios Reconciliation
3. Biogas Sale and Utilization Project
4. Roger WRF Decommissioning & Clean Closure / Schedule / Budget
5. Repurposing Roger Road WRF RFEI / RFP
6. Nodal Park @ Roger Road WRF Oversight
7. Linear Park @ Roger Road WRF Oversight
8. Tres Rios WRF TTHM Mitigation Implementation
9. Tres Rios WRF - Remaining Rehabilitation Projects Development
10. Tres Rios WRF - Architectural Punchlist
11. Optimization of Tres Rios WRF and Agua WRF Facilities Study
12. Salvage / Disposal of Retired/Decommissioned Equipment / Materials
13. Central Laboratory Expansion Budget Oversight
14. ROMP Cost-to-Complete Report
15. ROMP Closeout Report
16. Struvite Recovery Project
17. FOG / High Strength Waste Co-Digestion Study
18. Biosolids Land Application Acquisition (backup disposal site)
19. Biosolids Class A Pilot (underway)
20. Agua Nueva WRF - Service Contract Support During Initial Operations



PIMA COUNTY

**REGIONAL WASTEWATER RECLAMATION DEPARTMENT
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January 13, 2015

TO: C.H. Huckelberry, County Administrator
THRU: John M. Bernal, P.E., Deputy County Administrator – Public Works
FROM: Jackson Jenkins, Director - RWRD *Jackson Jenkins*
SUBJECT: **Renewal of Professional Services Contract No. 07-03-G-143739-0211,
PO No.: 1103002B, CT-WW-110002B-NP with Michael Gritzuk**

As you are aware, Pima County has entered into a professional consulting services contract with prior Regional Wastewater Reclamation Department Director Michael Gritzuk on February 1, 2011 primarily to continue to provide services and advice in the continuation of the ROMP Program and to provide input to the department related to his familiarity, knowledge and experience with various RWRD activities and programs.

As originally requested, the Board of Supervisors approved of an initial annual contract with Mr. Gritzuk in the contract amount of \$85,000.00 with three additional one-year renewals. As we requested annually, you have also approved the three annual renewals with the current contract expiring on January 31, 2015. During this four year period, the consulting rate of \$90.00 per hour remained unchanged and actual billings for each of the four years were below the established annual contract amounts.

We have continued to find Mr. Gritzuk's professional services to the department of great value, and therefore we are requesting that his services continue by an additional amendment of the current contract under modified terms and conditions of the existing contract and expiring on December 31, 2015.

Some of the major activities that Mr. Gritzuk will continue to be involved in include the following:

- He oversees and manages the ROMP Program Management Contract held by Greeley and Hansen/Parsons. This contract has a current contract amount of \$15,998,723 and will expire on December 31, 2015. In his management role of this contract, he reviews and negotiates levels-of-efforts of various tasks to be performed under the contract; reviews and comments on all contract deliverables and reviews and comments on all monthly invoices and recommends for approval.
- He is a major participant in developing the periodic updates of the overall ROMP budget. The last update officially reduced the original budget from \$720 million to \$660 million. Another budget update is currently under preparation and will be reduce the overall ROMP budget to approximately \$605 million.
- He is a major participant in the development of procurement methods for ROMP projects. Currently, he is actively involved in the negotiations and development of the digester gas cleaning and sale project.

This project has been awarded as a Design Build Finance Own Operate procurement, and if successful, will be the first time RWRD will make a profit on the services and products it provides.

- He participates in reviewing; resolving and settling issues that have emerged in the ROMP program.
- He participates in all ROMP project status/progress meetings usually held monthly.
- He periodically presents ROMP Program Status Reports to the RWRD Executive Team and presentations to water sector associations.
- He will continue to be involved with the ROMP Program Manager in the administrative and fiscal closeouts of the various ROMP Contracts and the preparation of the ROMP Closeout Report, which will be a very detailed summary of the overall ROMP Program.
- He will continue to serve on a no charge basis on the UofA/Pima County Economic Development and Partnership Board, and as its current chairman, overseeing the repurposing of the Roger Road WRF Property.
- Because of his many years in the development and implementation of the ROMP program, and its national recognition of an exemplary CIP program in the water sector, he will continue to provide on-call services when needed.

In summary, proposed Amendment No. 4 in the amount of \$29,700.00 will increase the contract amount of Contract No. 07-03-G-143739-0211 to \$369,700.00.

We would appreciate your approval of this requested action and placement on the Consent Agenda for the regular Board of Supervisors Meeting scheduled for February 3, 2015. Should you have any questions or need additional information, please feel free to contact me.

CONCUR:

#43 versus previously annual amounts of about \$50*
2015 Annual amount will be approximately*



John M. Bernal, P.E., Deputy County Administrator – PWA

Date

1/13/15

APPROVED:



C.H. Huckelberry, County Administrator

Date

1/13/15

*contract to
expire 12/1/15*