



## City of Colusa California

### STAFF REPORT

**DATE:** October 4<sup>th</sup> 2022  
**TO:** City Council  
**FROM:** Jesse Cain, City Manager

**AGENDA ITEM:**

Update the Water Master Plan and produce a Capital Improvement Plan and Drought Mitigation Plan for the City with projects that can be targeted and used to by the city grant writer to apply for and seek grants.

**Recommendation:** Council to adopt Resolution No. \_\_\_\_\_ authorizing the City Manager to execute a contract with California Engineering Company Inc. to perform the Water Master Plan Update as described in the RFP.

**BACKGROUND ANALYSIS:** The City currently does not have a current comprehensive Water Master Planning Document with all the necessary elements needed to utilize and assess the cities system, nor does the City have a water model that allows staff to make accurate predictions and run scenarios for consideration of future development projects, or what may or may not happen should one of our wells go down. We have a water master plan document and a comprehensive well evaluation report, both of which are dated 2007 and 2009 respectively. They have become of limited use due to being outdated.

The City advertised this Request for Proposals (RFP) in April and May of this year, with the RFP closing on May 23<sup>rd</sup>. We received three responses to the RFP. One from California Engineering Company Inc. and the other one from Lohdorff and Scalmanini, and one from Wood Rodgers. A council member and the department heads have evaluated and discussed and debated all of the RFP's and based on the work scope and qualifications and responses submitted by all three firms, the department heads and my assessment is that the California Engineering Company proposal submitted was more responsive and comprehensive and would fit the City needs at producing a Water Master Plan that the City can use for planning purposes, and for leveraging specific projects working with our grant writer to produce grant opportunities.

This RFP is for professional services and therefore the City doesn't have to award the contact to the lowest bidder as with other public works projects. The selection is based on who the City believes would best serve the City of Colusa. All three bids had the cost breakdown in a separate sealed envelope that no one was able to see, the reason for this is cost should not be a factor in the decision making. After a firm was selected the sealed envelope were opened.

The sealed bids came in at a estimated \$89,649, the other one at an estimated cost of \$235,430, and the last one at a fixed cost of \$139,000,

**BUDGET IMPACT:** This item was budgeted with the adopted 2022/23 budget. CEC's proposal cost to perform this work is \$139,000.

**STAFF RECOMMENDATION:** Approve the attached Resolution and authorize the City Manager to enter into a contract with CEC Inc. to produce a comprehensive Water Master Plan

**ATTACHMENT:**

Resolution No. \_\_\_\_\_

Bids and budget sheets