



Folsom City Council Staff Report

MEETING DATE:	5/27/2025
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11383 - A Resolution Authorizing the City Manager to Execute an Agreement with West Yost and Associates, Inc. for \$114,627 from the Water Operating Fund (Fund 520) for Professional Services for the Risk and Resilience Assessment and Emergency Response Plan for the City's Water System
FROM:	Environmental and Water Resources Department

RECOMMENDATION / CITY COUNCIL ACTION

The Environmental and Water Resources Department recommends the City Council pass and adopt Resolution No. 11383 - A Resolution Authorizing the City Manager to Execute an Agreement with West Yost and Associates, Inc. for \$114,627 from the Water Operating Fund (Fund 520) for Professional Services for the Risk and Resilience Assessment and Emergency Response Plan for the City's Water System

BACKGROUND / ISSUE

The Environmental and Water Resources (EWR) Department identifies projects that are critical to ensuring the delivery of adequate and high quality water supply to all residents. Specifically, the EWR Department is seeking to develop a Risk and Resiliency Assessment (RRA) and update the City's Emergency Response Plan (ERP).

In October 2018, the American Water Infrastructure Act (AWIA) introduced amendments to the Safe Drinking Water Act including a new requirement for community water systems to perform an RRA and prepare or update ERPs every five years. AWIA requires that the City submit certification letters stating that the requirements have been met by December 31, 2020 for the RRA and June 30, 2021 for the ERP. Development of the RRA and updating the City's

ERP will not only meet the AWIA requirements but will help identify vulnerabilities in the City's water system that can be addressed through the Capital Improvement Program.

The RRA will focus on all-hazards assessment of risk to the water system from malevolent acts and natural hazards; resilience of water system infrastructure assets including source water, electronic and computer systems; monitoring practices, use, storage and handling of chemicals; and operation and maintenance of the system. The ERP will be updated to include strategies and resources to improve the resilience of the system, risk mitigation actions, risk detection strategies, and emergency plans and procedures.

This resolution will authorize the City Manager to execute an agreement with West Yost and Associates, Inc. for professional services for the Risk and Resilience Assessment and Emergency Response Plan for the City's Water System for a not-to-exceed amount of \$114,627.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, supplies, equipment, services, and construction with a value of \$75,049 or greater shall be awarded by City Council.

ANALYSIS

On February 22, 2025, the City requested proposals from five pre-qualified consultants to perform an update to the City's Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) for the City's water system. On April 3, 2025, EWR received proposals from West Yost and Associates and Black & Veatch.

The two proposals were evaluated by three EWR staff members for technical evaluation prior to reviewing project costs. The proposals were reviewed and scored for project understanding, qualifications, experience, project team, and proposed scope of work. The technical evaluations were scored and are shown in Table 1 with a total possible score of 70.

Consultant	EWR 1	EWR 2	EWR 3	Average
Black & Veatch	66	67	65	66
West Yost and Associates	67	64	64	65

Table 1: Consultant Technical Scores without Costs

After reviewing each proposal for project understanding, qualifications, experience, project team, and proposed scope of work, the proposals were reviewed for project costs with a total possible score of 30. The fee schedules for the scope of work outlined in the request for proposals from each consultant are shown in Table 2.

Consultant	Proposed Fee
Black & Veatch	\$119,410
West Yost and Associates	\$114,627

Table 2: Consultant Project Costs

West Yost and Associates was determined to provide the best value to the City based on the scope of work provided in their proposal, the project team, their expertise for these types of projects, and the fee amount. Table 3 shows the overall total scores including project costs based on a maximum score of 100.

Consultant	Technical Score (Avg.)	Cost Score	Total Score
Black & Veatch	66	28.8	94.8
West Yost and Associates	65	30	95.0

Table 3: Consultant Overall Scoring Including Project Costs

This resolution will authorize the City Manager to execute an agreement with West Yost and Associates, Inc. for Professional Services for the Risk and Resilience Assessment and Emergency Response Plan for the City's Water System for a not-to-exceed amount of \$114,627.

FISCAL IMPACT

Sufficient funds are budgeted and are available in the Water Operating Fund (Fund 520) in Fiscal Year 2024-25 for this agreement.

ENVIRONMENTAL REVIEW

This project is a study and therefore is categorically exempt from environmental review under the California Environmental Quality Act as noted in Title 14 - California Code of Regulations, Chapter 3 - Guidelines for Implementation of the California Environmental Quality Act, Article 19 - Categorical Exemptions, Section 15301 – Existing Facilities.

ATTACHMENT

Resolution No. 11383 - A Resolution Authorizing the City Manager to Execute an Agreement with West Yost and Associates, Inc. for \$114,627 from the Water Operating Fund (Fund 520) for Professional Services for the Risk and Resilience Assessment and Emergency Response Plan for the City's Water System

Submitted,

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ENVIRONMENTAL AND WATER RESOURCES DEPARTMENT