



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	7/9/2024
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 11224 - A Resolution Authorizing the City Manager to Execute an Agreement with Water Systems Consulting, Inc. for Consulting Services for the Water Conservation Needs Assessment
<b>FROM:</b>	Environmental and Water Resources Department

## **RECOMMENDATION / CITY COUNCIL ACTION**

The Environmental and Water Resources Department recommends that the City Council pass and adopt Resolution No. 11224 – A Resolution Authorizing the City Manager to Execute an Agreement with Water Systems Consulting, Inc. for Consulting Services for the Water Conservation Needs Assessment.

## **BACKGROUND / ISSUE**

Under California’s legislative enactments Assembly Bill 1668 (AB1668) and Senate Bill 606 (SB606) of 2018, the State Water Resources Control Board (SWRCB) adopted the Making Conservation a Way of Life Regulation (Conservation Regulation) to adopt long-term standards for the efficient use of water. The Conservation Regulation is a comprehensive order that outlines detailed objectives California water providers must implement and report on to achieve water savings over the next twenty years. The principal elements of the regulation include calculating an Urban Water Use Objective that identifies water use from indoor and outdoor residential consumption, commercial, industrial, and institutional consumption, water loss, and variances or bonus incentives, as well as implementing Best Management Practices.

In May 2024, the City issued a Request for Proposals (RFP) for consulting services to evaluate the City’s existing water consumption patterns, identifying inefficiencies, and proposing tailored strategies to align with the bill stipulations. Environmental and Water Resources (EWR) Department Staff recommend using Water Systems Consulting, Inc. because of their knowledge and experience with the regulatory framework as well as their understanding of the

development, implementation, and effectiveness of water use efficiency programs across the state.

This resolution will authorize the City Manager to execute an agreement with Water Systems Consulting, Inc. for consulting services for the Water Conservation Needs Assessment for a not-to-exceed amount of \$127,786.

**POLICY / RULE**

In accordance with Chapter 2.36 of the Folsom Municipal Code, supplies, equipment, services, and construction with a value of \$73,209 or greater shall be awarded by City Council.

In accordance with the State Bills AB606, SB1668, and the Conservation Regulation, the City must submit an Urban Water Use Objective report annually.

**ANALYSIS**

On May 3, 2024, the City issued an RFP to various engineering and consulting firms requesting proposals to provide services for complying with State conservation regulations which include the following:

- Calculating and reporting the City’s annual water deliveries, recognized in the State bills as an Urban Water Use Objective.
- Identifying and classifying Commercial, Industrial, and Institutional as well as mixed use meter connections, their irrigated areas and water consumption.
- Implementing Best Management Practices to incentivize top water users to decrease their consumption and offering programs that assist them in meeting those goals.
- Analyzing current City offered rebate programs and making recommendations for improvements.
- Estimating costs and staff time to meet the requirements in the State bills.
- Completing a water conservation needs assessment report that includes a plan to achieve water savings required by the state regulation.

On June 6, 2024, EWR received proposals from EKI Environmental & Water, Inc. and from Water Systems Consulting, Inc. The 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, project team staffing, and recent relevant experience and qualifications. The technical evaluations were scored as shown in Table 1 based on a maximum technical score of 65.

*Table 1: Consultant Technical Scores without Costs*

<b>Consultant</b>	<b>EWR 1</b>	<b>EWR 2</b>	<b>EWR 3</b>	<b>Total</b>	<b>Average</b>
Water Systems Consulting, Inc.	63	57	58	178	59.33
EKI Environmental & Water, Inc.	55	62	62	179	59.67

After reviewing each proposal for project understanding, project team staffing, and recent relevant project experience and qualifications, the proposals were reviewed for project costs. The fee schedules for the scope of work outlined in the request for proposals from each consultant are shown in Table 2.

*Table 2: Consultant Project Costs*

<b>Consultant</b>	<b>Fee Amount</b>
Water Systems Consulting, Inc.	\$127,786
EKI Environmental & Water, Inc.	\$236,800

Water Systems Consulting, Inc. was determined to provide the best value to the City based on the fee amount, past project experience involving work of similar scope and complexity including staff coordination and technical knowledge and expertise for these types of projects. Water Systems Consulting, Inc. incorporated creative methodologies and additional elements beyond the expected requirements identified in the Request for Proposal, which included the option for alternative compliance methods provided for in the regulation as well as variances for water use. In addition, WSC’s previous work on the City’s 2020 Urban Water Management Plan and Water Shortage Contingency Plan provides for less labor hours needed to understand the City’s current and past water use trends and water conservation practices. Table 3 shows the overall total scores including project costs based on a maximum score of 100.

*Table 3: Consultant Overall Scoring Including Project Costs*

<b>Consultant</b>	<b>Technical Score (Avg.)</b>	<b>Cost Score</b>	<b>Total Score</b>
Water Systems Consulting, Inc.	59.33	35	94.33
EKI Environmental & Water, Inc.	59.67	18.9	78.57

The EWR Department recommends that the City Council authorize the City Manager to execute an agreement with Water Systems Consulting, Inc. for consulting services for the Water Conservation Needs Assessment for a not-to-exceed amount of \$127,786.

**FINANCIAL IMPACT**

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

**ENVIRONMENTAL REVIEW**

This project is exempt from environmental review under the California Environmental Quality Act, Section 15301 “Existing Facilities”.

**ATTACHMENT**

Resolution No. 11224 – A Resolution Authorizing the City Manager to Execute an Agreement with Water Systems Consulting, Inc. for Consulting Services for the Water Conservation Needs Assessment

Submitted,

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Marcus Yasutake, Director  
ENVIRONMENTAL AND WATER RESOURCES DEPARTMENT

**RESOLUTION NO. 11224**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WATER SYSTEMS CONSULTING, INC. FOR CONSULTING SERVICES FOR THE WATER CONSERVATION NEEDS ASSESSMENT**

**WHEREAS**, under California’s legislative enactments Assembly Bill 1668 (AB1668) and Senate Bill 606 (SB606) of 2018, the State Water Resources Control Board (SWRCB) adopted the Making Conservation a Way of Life Regulation (Conservation Regulation) to adopt long-term standards for the efficient use of water; and

**WHEREAS**, the Conservation Regulation is a comprehensive order that outlines detailed objectives California water providers must implement and report on to achieve water savings over the next twenty years; and

**WHEREAS**, Water Systems Consulting, Inc. by reason of their knowledge and experience with the regulatory framework has the qualifications and expertise to perform the City’s Water Conservation Needs Assessment; and

**WHEREAS**, sufficient funds are budgeted and available in the Water Operating Fund (Fund 520) for this agreement; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to execute an agreement with Water Systems Consulting, Inc. for Consulting Services for the Water Conservation Needs Assessment for a not-to-exceed amount of \$127,786.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of July, 2024, by the following roll-call vote:

**AYES:** Councilmember(s):  
**NOES:** Councilmember(s):  
**ABSENT:** Councilmember(s):  
**ABSTAIN:** Councilmember(s):

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Michael D. Kozlowski, MAYOR

ATTEST:

\_\_\_\_\_  
Christa Freemantle, CITY CLERK

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to facilitate double-sided printing  
and minimize paper use.*



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE