

AGENDA STAFF REPORT

MEETING NAME: Regular Board Meeting

MEETING

DATE(S): March 11 & 15, 2021

FROM: Danny Friend – Director of Engineering and Operations

FOR: ACTION X DIRECTION _____ INFORMATION _____



CONTRACT WITH MICHAEL BAKER INTERNATIONAL FOR THE PREPARATION OF WATER AND WASTEWATER SYSTEM MASTER PLAN UPDATES AND CAPITAL BUDGET AUGMENTATION

STAFF RECOMMENDATION

Authorize the General Manager to negotiate and execute a contract with Michael Baker International for an amount not to exceed \$499,027.00 for professional engineering services for the preparation of the Water System and Wastewater System Master Plan Updates, augment the capital improvement budget for the Water Master Plan to \$345,000.00 for Job No.11347, and to do all things necessary to complete the project.

SUMMARY

The water and wastewater master plans are essential tools in identifying current system improvements and providing a plan for future improvements need to meet the ever-changing/growing water and wastewater needs within the District's service area. The current Water and Wastewater Master Plans were completed back in 2005 and 2007, respectively. Several projects identified in the plans have been implemented since then; combined with regulatory changes and changes to how the District produces, stores, manages, and treat water, a comprehensive update is required. The District desires to retain a consultant to assist with an update to its water and wastewater master plans, maximize the benefits from ongoing planning efforts and infrastructure investments to update the Capital Improvement Program to ensure reliable facilities and a high level of service to its customers.

ANALYSIS

Both capital improvement budgets were established in 2016. Since that time, costs throughout the construction industry have continued to rise, thus resulting in a higher than planned for cost to complete the master plan updates. However, staff has successfully negotiated a lower fee, while not impacting the quality of service or end-product. More specifically, building from the District's investment in GIS, the new models will use the existing GIS database as the basis for the new models. This will provide greater efficiency and minimize errors in model development and streamline model for use by staff into the future. In addition, with work from home order expected to remain in 2021 due to COVID, the scope for meetings and workshops was reduced and streamlined to better reflect remote meeting requirements. Lastly, flow monitoring and calibration of the models was streamlined to make use of available SCADA data. These changes resulted in a fee reduction of over \$90,000.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

This project is included in two previously approved capital budgets; however, for the reasons stated above, a budget augmentation is required for the Water Master Plan. After negotiations with the consultant and added soft costs (project management and administration), the Water Master Plan project (Job No. 11347) is now estimated at \$345,000.00 and the Sewer Master Plan project (Job No. 11348) is within the approved budget amount, now estimated at \$280,000.00. The Water and Wastewater System Master Plan Updates are consistent with the 2017 Strategic Plan, more specifically Strategic Goal # 2 – Infrastructure (No. 2, Priority A).

ATTACHMENTS

Proposal and Professional Services Agreement

Please upload all pertinent attachments using the Municode Meetings ADD ITEM function.