

AGENDA STAFF REPORT

MEETING NAME: BOARD OF DIRECTORS REGULAR MEETING

MEETING DATE(S): JULY 11 & JULY 15, 2024

FROM: ERIC WECK, P.E., ENGINEERING MANAGER

FOR: ACTION X DIRECTION INFORMATION



CONTRACT AGREEMENT WITH TKE ENGINEERING, INC. FOR ON-CALL PROFESSIONAL GENERAL ENGINEERING SERVICES

STAFF RECOMMENDATION

Authorize the General Manager to execute a Contract Agreement with TKE Engineering, Inc. for On-Call Professional General Engineering Services in the amount \$350,000.00 for FY2024-25.

SUMMARY

The District continues to use outside engineering consultant(s) on an as-needed basis to assist staff with District project and construction management, project design, development projects, plan and document review, special projects, and with future planning of District facilities. For FY2024-25, MSWD anticipates utilizing TKE Engineering, Inc. (TKE) for water resource activities, project design, and construction (inspection) services.

ANALYSIS

On March 14, 2023, staff issued a Request for Qualifications/Proposal for On-Call Professional General Engineering Services with TKE was one of the fifteen respondents. The proposals were evaluated by three MSWD staff members and TKE was selected as one of the top respondents.

In FY2024-25, TKE will be assisting staff to complete several water resource activities such as general engineering services (CVRWMG, SGMA, SNMP, GQPP Areas A & G, M-2, & D-3, Water/Wastewater Master Plans Update projects, et. al.) in the amount of \$175,000 and construction management services (Rancho Descanso and Project Viento) in the amount of \$175,000. This contract does not include projects which TKE is providing services under separate agreements such as the construction management services for the RWRF, Conveyance Line, and M-2.

FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

The \$175,000 cost for general engineering services has been included in the FY2024-25 Operating Budget under a variety of line items within the Water and Sewer Funds. The \$175,000 cost for construction services are specific to Rancho Descanso and Project Viento and the cost will be reimbursed by the developer. This action is consistent with Strategic Plan Smart Goal 4.5-Ensure the District is prepared to react to manmade and natural emergencies.

ATTACHMENTS

Proposed Task Order Budget Request

TKE Engineering, Inc. Agreement for Professional General Engineering Services

FINANCIAL DATA		
Cost Associated with this action:	\$350,000.00	
Current FY cost:	\$350,000.00	
Future FY cost:	\$0.00	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:	NA	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Various	
BID/Job#	Various	
Current BID/Job balance	Various	
Balance remaining if approved:	\$350,000.00	