

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: April 15, 2026

Submitted By:

Staff

Agenda Item:

Discussion and possible action on awarding or rejecting bids received for the Request for Proposals issued for the 2026 Water Rate Study

Description:

As directed by Council, staff solicited bids from qualified individuals and companies for a water rate study. The RFP received three responses, from:

Endeavor Utility Solutions	\$24,890
Willdan Financial Services	\$35,610
LSPS Solutions, LLC.	\$68,360

The three companies' responses seem to adopt similar technical approaches, citing compliance with American Water Works Association's cost-of-service standards and best practices. No obvious deficiencies in responses were noted.

The cost proposals far exceed the City's budgeted expenditure limit of \$5,000, which seems to stem from a combination of full cost-of-service modeling, CIP integration, scenario analyses, and the labor costs to the companies related to preparing for and attending public meetings.

Action Requested:

Staff requests that Council review the three responses to the RFP, and through a motion, either award the bid to one of the companies or reject all bids. Should all bids be rejected, staff requests direction from Council on what the next steps, if any, should be for this matter.

Fiscal Impacts:

The impact to the City depends upon the action taken by Council. Currently, the City's FY 2026-2027 budget has \$5,000 allocated for a water rate study

Attachments:

- Newspaper Notice for the 2026 Water Rate Study RFP
- 2026 Water Rate Study RFP

- Bid Opening Sign-In Sheet
- Bid Tabulation Sheet
- RFP Response from Endeavor Utility Solutions
- RFP Response from Willdan Financial Services
- RFP Response from LSPS Solutions, LLC.