



AGENCY: City Council  
MEETING DATE: January 09, 2023  
DEPARTMENT: Public Works  
PRESENTED BY: Chantell O'Neal  
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## AGENDA ITEM SUMMARY

### **TITLE:**

**Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with HDR Engineering, Inc. to Prepare the Water Distribution System Master Plan, City Project No. WTR-00023, and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$818,505; Account No. 651-6128-0731)**

### **ISSUE:**

On December 16, 2022, the City received two (2) timely proposals from civil engineering consulting firms for the preparation of a the City's Water Distribution System Master Plan. Public Works Department staff reviewed the proposals and recommend that HDR Engineering, Inc. be selected as the firm for the project. HDR is well qualified to perform the work and has an excellent record of accomplishments with the City in preparation of other studies and projects. Some recent designs completed by HDR include the Waste Water Treatment Plant Overhaul and the Water Treatment Plant upgrade. HDR also has a extensive experience with the preparation of utility Master Plans nationwide.

### **ANALYSIS:**

The purpose of the Water Master Plan is to identify and prioritize critical water system improvements to the treated water distribution system to ensure that a resilient system with adequate water facilities necessary to meet current and future demand remains available to customers in perpetuity. One of the primary strategies needed to successfully manage the City's water assets, is to develop a comprehensive Capital Improvement Plan that we can confidently rely on year after year to be able to provide the right balance that considers replacing aging infrastructure as well as meeting growth and redevelopment, capacity, and reliability needs.

A review of the submittal prepared by HDR makes clear the firm clearly understands the tasks at hand including quality control. They have the experience and qualifications necessary to focus on assignment and coordination of resources needed to complete the tasks properly, on schedule, and within budget. Attached to this report is the request for proposals (Attachment 3) which established the parameters for the project as well as the scope of work sections submitted by each firm (Attachments 4 & 5). A review and comparison of the proposed services offered by each firm helps portray the substantial difference in proposed project costs, namely the quantity of work and time commitment assumed for performance by each.

### **RECOMMENDED ACTION:**

Adopt Resolution approving Professional Services Agreement with HDR Engineering, Inc., to prepare the Water Distribution System Master Plan, City Project No. WTR-00023, and

AGENDA ITEM NO. 8A

Authorizing City Manager to Execute Contract (Amount Not To Exceed \$818,505; Account No. 651-6128-0731).

**ALTERNATIVE ACTION(S):**

1. Adopt Resolution approving Professional Services Agreement with Alternate Design Firm KASL Consulting Engineers to prepare the Water Distribution System Master Plan, City Project No. WTR-00023, and Authorizing City Manager to Execute Contract (Amount Not To Exceed \$546,500; Account No. 651-6128-0731); or
2. Reject all proposals and solicit a new Request for Proposals (RFP).

**FISCAL IMPACT:**

This project will be funded through water enterprise funds as budgeted in the 2022/2023 Fiscal Year; \$850,000 was budgeted for the preparation of the Water Distribution Systems Master Plan. Accepting the proposal of HDR at \$818,505, leaves \$31,495 in the budget to potentially incorporate one or both of the Alternate activities into the project. Staff would be prepared to make those recommendations after the preparation of the technical memorandum for a programmatic environmental report has been completed.

**GREENHOUSE GAS EMISSIONS IMPACT:**

There is little to no increase in Greenhouse gas emissions associated with the preparation of the Water Distribution System Master Plan.

**CONSISTENCY:**

General Plan Element 3 Public Facilities, is intended to identify essential public facilities and services and to describe policies and programs that will ensure that the existing and future population of Fort Bragg is provided the best feasible level of public services and infrastructure. This Element hosts policies ranging from ensuring infrastructure is maintained, to planning for long-term solutions and system wide resiliency. Element 7 Safety, deals with the protection of the community from unreasonable risks associated with the effects of earthquakes, landslides, slope instability, subsidence, other geologic hazards, flood, and fire. The preparation of the Water Master Plan is an important step to fulfilling the policies, goals, and programs established in the General Plan by gaining a better understanding of the current system, analyzing risks, and planning projects systematically to ensure a robust water system for the citizens of Fort Bragg.

**IMPLEMENTATION/TIMEFRAMES:**

Bid Opened – December 2022

Contract Execution and Notice to Proceed – January 2023

Mapping and Modeling – through October 2023

Analysis and Capital Project Planning – through March 2024

Final Project Report and Closeout – Spring 2024

**ATTACHMENTS:**

1. Resolution PSA Water Master Plan
2. RFP Response List
3. Water Master Plan RFP Scope of Work
4. HDR Scope of Work
5. KASL Scope of Work
6. HDR Contract

**NOTIFICATION:**

1. Arashdeep Singh, P.E., HDR Engineering, Inc.
2. Jack Scroggs, P.E., KASL Consulting Engineers