



**AGENCY:** City Council  
**MEETING DATE:** November 25, 2024  
**DEPARTMENT:** Public Works  
**PRESENTED BY:** Kevin McDannold  
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## AGENDA ITEM SUMMARY

**TITLE:**

**Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement With Hoch Consulting to Conduct a Recycled Water Feasibility Study, City Project No. WTR-00026, and Authorizing City Manager to Execute Contract (Amount not to Exceed \$499,132)**

**ISSUE:**

In response to the ongoing need for sustainable water resources, the City of Fort Bragg has identified the potential for a recycled water program that would treat wastewater effluent to potable standards. An RFP was issued for a Recycled Water Feasibility Study to determine the viability of this program. This report recommends awarding the contract to Hoch Consulting based on their qualifications, proposal quality, and ability to meet the project's requirements within the grant-funded budget of \$500,000.

**ANALYSIS:**

The City's current water supply, sourced from local surface water bodies, has been critically impacted during drought conditions, leading to several declared water emergencies in recent years. To mitigate long-term water scarcity, the City aims to explore advanced treatment technologies for recycling treated wastewater into potable water. This initiative aligns with the City's environmental goals and seeks to bolster the City's water supply by adding a sustainable and reliable source to its available resources.

The RFP for the Feasibility Study was released on October 16, 2024, and proposals were received on November 15, 2024. Proposals were evaluated based on technical qualifications, understanding of the project scope, previous experience, project schedule and cost. Hoch Consulting's proposal demonstrated a comprehensive understanding of the project's objectives and offered a detailed work plan, with a timeline that aligns with grant requirements.

The recommended study will:

- Evaluate various treatment options to determine those best suited to meet potable water standards.
- Conduct a cost-benefit analysis of the preferred options, including capital, operational, and maintenance costs.
- Assess environmental impacts, regulatory requirements, and the potential market for recycled water within Fort Bragg.
- Engage with stakeholders and the public, ensuring community involvement and regulatory compliance.

AGENDA ITEM NO. 8D

Hoch Consulting has extensive experience with recycled water studies and has successfully completed similar projects in compliance with state and federal regulations.

**RECOMMENDED ACTION:**

Adopt Resolution approving Professional Services Agreement with Hoch Consulting to conduct a Recycled Water Feasibility Study, City Project No. WTR-00026, and authorizing City Manager to execute contract (Amount not to Exceed \$499,132).

**ALTERNATIVE ACTION(S):**

1. Choose another firm from the submitted proposals.
2. Reject all proposals and direct staff to reissue the RFP for additional proposals. Selection of this option may result in the loss of the \$500,000 grant from the Water Board.
3. Provide alternative direction to staff.

**FISCAL IMPACT:**

This study is fully funded by a \$500,000 grant from the State Water Resources Control Board's Water Recycling Funding Program (Agreement Number D2305010). No additional funds are required from the City's budget. This project is listed in the FY 24/25 Capital Improvement Program. The grant's final reimbursement request is due by November 30, 2025.

**ENVIRONMENTAL ANALYSIS:**

The study itself has no anticipated environmental impacts. Undertaking this feasibility study is statutorily exempt under the California Environmental Quality Act ("CEQA") and Title 14, the California Code of Regulations ("CEQA Guidelines"), Sections 15262. The adoption of any reports and potential implications of future recycled water facilities will be analyzed during subsequent project phases in compliance with CEQA requirements.

**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 with 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. The Recycled Water Feasibility Study is a crucial step toward fulfilling the policies, goals, and programs established in the General Plan by evaluating options to enhance the City's water resilience. This study will provide an in-depth analysis of recycled water opportunities, helping the City understand potential risks, assess treatment options, and plan systematically for a more sustainable and reliable water system for the citizens of Fort Bragg.

**IMPLEMENTATION/TIMEFRAMES:**

- **Contract Award:** November 25, 2024
- **Project Start:** December 2, 2024
- **Draft Report Due:** December 31, 2024
- **Mid-Course Meeting:** January 31, 2025
- **Final Report Due:** May 31, 2025
- **Final Reimbursement Request:** November 30, 2025

**ATTACHMENTS:**

1. Resolution for Award of Contract
2. Hoch Consulting Proposal and Scope of Work
3. Hoch Consulting Contract
4. RFP Response Grid

**NOTIFICATION:**

- Hoch Consulting
- Carollo Engineers, Inc.
- Relevant subscribers from the City's "Notify Me" list for RFPs and environmental projects.