



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604

www.CityofSacramento.org

Consent
November 17, 2009

**Honorable Mayor and
Members of the City Council**

Title: Professional Services Agreement with West Yost Associates

Location/Council District: Citywide

Recommendation: Adopt a Resolution that 1) authorizes the City Manager to execute a Professional Services Agreement with West Yost Associates to update the Water Supply Master Plan for an amount not to exceed \$420,348 and 2) amend the project budget for a transfer of \$170,000 water funds (6005) from the Lower American River Study Project (Z14009100).

Contact: David L. Brent, Engineering Services Manager, 808-420; Dan Sherry, Supervising Engineer 808-1419

Presenters: N/A

Department: Utilities

Division: Engineering

Organization No: 14001321

Description/Analysis

Issue: The Water Supply Master Plan identifies the infrastructure required to continue providing reliable water service to City customers. West Yost Associates has been selected through a Request for Qualifications (RFQ) process to provide engineering services to update the Water Supply Master Plan.

Policy Considerations: The General Plan Utilities Implementation Program, policy U 2.1.5, requires the Utilities Department to update its water supply master plan every five years. The last update was performed in 2005. Staff expects the master plan update to be complete in 2011.

Environmental Considerations: California Environmental Quality Act (CEQA): This agreement is exempt from CEQA review under CEQA Guidelines Section 15262 (planning studies for possible future actions which a public agency has not approved, adopted, or funded).

Sustainability Considerations: This project is consistent with the City's Sustainability Master Plan by developing a water supply and water distribution system master plan that will provide guidance for a safe and reliable water supply to the residents of Sacramento through year 2040.

Other: Not applicable

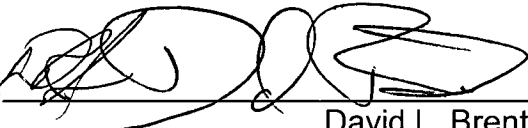
Commission/Committee Action: Not applicable


Rationale for Recommendation: Approval of a Professional Services Agreement with West Yost Associates will allow the City to efficiently plan the water infrastructure needed to meet the growth requirements of the City's General Plan.

Financial Considerations: The agreement is for the amount not to exceed \$420,348. The current balance in Z14000500 is approximately \$259,332 as of October 29, 2009.

Additional funding of \$170,000 will be required to complete this project. It is recommended that funds for this project be transferred from the Lower American River Study Program Fund (Z14009100) as the project has been put on hold.

Emerging Small Business Development (ESBD): West Yost Associates is not an ESBE firm, but will be subcontracting the services of ESBE firms equal to approximately 0% of the contract price.

Respectfully Submitted by: 
David L. Brent
Engineering Manager

Approved by: 
Marty Hanneman
Director of Utilities

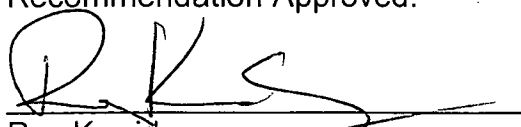
Recommendation Approved:

Ray Kerridge
City Manager

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BACKGROUND

The General Plan Utilities Implementation Program, policy U 2.1.5, requires the Utilities Department to update its water master plan every five years. The last update was performed in 2005. Staff expects the master plan update to be complete in 2011. This project will include the following:

- Estimate the most likely locations of development in the next five years, and plan for the water infrastructure to serve that development.
- Plan for future growth within the City's place of use, and future sphere of influence. The City will need to determine the appropriate water distribution system infrastructure to serve the future growth in the City
- Estimate the water demands within the City, and the City's wholesale customers at buildout.
- Update and calibrate the existing hydraulic model.
- Develop a capital improvement program.
- Conduct an operational analysis of the field services water division.
- Plan for the changes in how the City will supply water during dry years. As part of the Water Forum process, the City is obligated to curtail diversions off the American River during very dry years.
- Plan for a conjunctive use program to use more surface water during wet years or periods, and more groundwater during dry years or periods.
- Estimate the cost of conservation to determine if conservation could be a better investment instead of capital facilities.

Staff issued a Request for Qualification (RFQ) on April 17, 2009 for consulting firms to provide master planning services. The RFQ was posted on the City's public website on April 17, 2009 and the Statement of Qualifications (SOQ) were due on May 15, 2009. The following firms submitted an SOQ:

MWH Americas, Inc.
West Yost Associates
Brown and Caldwell

A selection committee consisting of City and outside agencies staff reviewed and ranked the SOQs. Based on the SOQ ranking, all of the consulting firms received an invitation for an interview. West Yost Associates was chosen as the most qualified firm to provide engineering services for the Master Plan update.

RESOLUTION NO.

Adopted by the Sacramento City Council

PROFESSIONAL SERVICES AGREEMENT WITH WEST YOST ASSOCIATES

BACKGROUND

- A. The Water Supply Master Plan identifies the infrastructure required to continue providing reliable water service to City customers.
- B. The General Plan Utilities Implementation Program, policy U 2.1.5 requires the Utilities Department to update its water master plan every five years. The last update was performed in 2005.
- C. West Yost Associates has been selected through a Request for Qualifications (RFQ) process to provide engineering services to update the Water Supply Master Plan.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The City Manager is authorized to sign a Professional Services Agreement with West Yost Associates for the Water Supply Master Plan update for an amount not to exceed \$420,348.
- Section 2. The City Manager is authorized to transfer \$170,000 of water funds (Fund 6005) from the Lower American River Study Program Fund (Z14009100) to this project fund (Z14000500).