

City of La Palma

Agenda Item No. 5



MEETING DATE: March 19, 2019

TO: CITY COUNCIL

FROM: CITY MANAGER

SUBMITTED BY: Mike Belknap, Community Services Director

AGENDA TITLE: Award of Contract to Infrastructure Engineers for Infrastructure Engineers to conduct and prepare the Water System Master Plan

RECOMMENDED ACTION:

It is recommended that the City Council approve and authorize the Mayor to execute an Agreement with Infrastructure Engineers to conduct and prepare the Water System Master Plan, City Project No. 18-WTR-03.

SUMMARY:

The City last completed a Water System Master Plan in 2008. The purpose and intent of this Master Plan is to provide the basis for future planning and design of infrastructure over a twenty year period, although the plan is updated every ten years to incorporate significant events and or changes that may occur. As stated in the Request for Proposals, the goal of this planning document is to be used as an annual working document for scheduling, budgeting, and implementation of the City's Capital Improvement Plan. The Plan will be used as a roadmap to prioritize and provide projects costs for the needed replacement and system improvements to continue to provide a safe and secure water system supply to the residents and businesses of La Palma. Within this timeframe it is expected that a new Walker Well, along with a treatment plant, will be necessary. Updating the Master Plan will help prepare for this expectation along with strategically conducting work to extend the life of the current well. Additionally the plan will [be](#) completed in advance of the upcoming Water Rate Study so that all available data is included into the rate consideration.

Last fall staff sent Requests for Proposals (RFP) to eight (8) consulting firms, along with advertising on E-Bid Board to reach a wider audience of experience firms. Two consulting firms, Infrastructure Engineers and Michael Bake International submitted proposals. The written proposals were reviewed and evaluated with Infrastructure Engineers being selected prior to opening each of their fee schedules.

Staff obtained two (2) bids to complete the Water System Master Plan as follows:

| BIDDING CONTRACTOR | BID |
|--------------------------------|------------|
| 1. Infrastructure Engineer | \$ 97,906 |
| 2. Michael Baker International | \$139,510 |

The receipt of only two (2) proposals is not out of the ordinary for this specific type of service requested by the City. Water System analysis is a small and specialized field. Additionally, of the two proposals received, each identified the same Project Manager, who subcontracts with both firms, to conduct the work. The Project Manager has completed over thirty (30) water master plans throughout California, including the 2008 Plan for the City of La Palma when working for another firm.

FISCAL IMPACT:

Funding in the amount of \$125,000 for the Water System Master Plan is allocated in FY 2018-19 Water System Improvement Projects, City Project No. 18-WTR-03 in the Capital Improvement Budget (CIP). Approval of the award of this contract also includes the necessary appropriation of funds to the following accounts in the amounts shown:

| FUND – ACCOUNT – WATER IMPROVEMENTS | AMOUNT |
|---|------------------|
| Water System Master Plan (055-900-8430-00000) | \$125,000 |
| Total Project Appropriations | \$125,000 |

APPROVED:

Department Director

Administrative Services
Director

City Manager

Attachment: 1. Infrastructure Engineers Agreement