



Agenda Report

File #: 20-0662

**AGENDA REPORT
REQUEST FOR CITY COUNCIL AND
CORONA UTILITY AUTHORITY ACTION**

DATE: 08/05/2020

TO: Honorable Mayor and City Council Members
Honorable President and Board Members

FROM: Public Works Department
Department of Water and Power

SUBJECT:

City Council and Corona Utility Authority consideration of awarding the Request for Proposal, RFP No. 20-059HC, for preparation of a Potable Water Master Plan Update and Program Environmental Impact Report (PEIR), Project No. 2020-05.

RECOMMENDED ACTION:

That the:

- a. City Council award Request for Proposal (RFP) 20-059HC, titled "Potable Water Master Plan Update and Program Environmental Impact Report, Project No. 2020-05" to Michael Baker International, Inc., for the amount not to exceed \$764,514.00, and waive any and all minor irregularities in the proposal.
- b. City Council authorize the City Manager, or Acting Public Works Director, to execute the Professional Services Agreement with Michael Baker International, Inc., in the amount not to exceed \$764,514.00, and approve necessary change orders up to ten percent (10%) of the contract amount.
- c. City Council authorize the Purchasing Manager to issue a purchase order to Michael Baker International, Inc., in the amount of \$764,514.00.
- d. City Council authorize the establishment of a Capital Improvement Project titled "Potable Water Master Plan Update and Program Environmental Impact Report", authorize an appropriation of \$1,160,965.00, and approve a decrease of \$60,000.00 in the Regulatory

Division Operating Budget in the Water Utility Fund (570).

- e. Corona Utility Authority (CUA) review, ratify, and to the extent necessary, direct the City Council to take the above actions.

ANALYSIS:

The City requires the services of a planning and environmental firm ("Consultant") to provide professional engineering and environmental services for the preparation of a Potable Water Master Plan (PWMP) Update, Program Environmental Impact Report (PEIR), and Urban Water Management Plan (UWMP) Update.

The purpose of the PWMP Update is to assist the City with the implementation of appropriate projects, programs, and recommended additional studies necessary to meet its goals for potable water use. This purpose is consistent with the City's larger motivations, as documented in the City of Corona 2004 General Plan, the City of Corona 2014-2019 Strategic Plan, Ordinance 3025 (Establishing Tiered Rates for Water Service), Ordinance 3005 (Establishing Rates for Water Service Fees), Ordinance 2996 (Amendment to Water Conservation Ordinance), Ordinance 2962 (Water Conservation), and policy set forth by the Department of Water and Power (DWP). The City's PWMP was last updated in 2005. There have been major changes to the City's water infrastructure, including development projects and implementation of Capital Improvement Program (CIP) projects, resulting in increased system demand from new customers as the distribution system has expanded. In addition, water supply sources, water treatment capabilities, and governmental regulations have continued to evolve. To make best use of City resources, the PWMP needs to be updated to account for these changes.

Pursuant to the latest California Environmental Quality Act (CEQA) Statute and Guidelines, the City must prepare a PEIR to obtain approval and formal adoption of the PWMP Update. The PEIR is an informational document that provides an overview of the projects to be identified in the PWMP Update, and their impacts in terms of air quality, biological resources, cultural resources, geology, soils, greenhouse gas emissions, hazards and hazardous materials, hydrology and water quality, visual aesthetics, land use, noise, and any other impact deemed necessary for the study. The PEIR will be prepared for a long-term program and projects identified in the PWMP before the details of each project have been developed. This PEIR will serve as an environmental document that focuses on the overall effects of implementing the PWMP Update, as a plan to provide reliable water supply for future demand. Completion of this PEIR is a requirement to obtain Federal Funding for any of the CIP projects identified in the PWMP.

Addendum No. 1 included the preparation of an Urban Water Management Plan (UWMP) Update. The City's UWMP was last updated in 2015. UWMPs are prepared by urban water suppliers every five years. These plans support the supplier's long-term resource planning to ensure that adequate water supplies are available to meet existing and future water needs. The requirements for UWMPs are found in two sections of the California Water Code, §10610-10656 and §10608. Every urban water supplier that either provides over 3,000 acre-feet of water annually or serves more than 3,000 urban connections is required to submit an UWMP. Within UWMPs, urban water suppliers must assess the reliability of water sources over a 20-year planning time frame; and describe demand management

measures and water shortage contingency plans. These plans must be filed with the California Department of Water Resources (DWR) every five years. Year 2020 UWMPs are due to the DWR by July 1, 2021. This plan was originally budgeted in the Regulatory Division of the Fiscal Year 2021 Water Utility Operating Budget. This item will be removed from the Operating Budget and added to the Capital Improvement Budget being requested in order to track the cost more efficiently by staff.

On April 15, 2020, RFP 20-059HC was posted on the Planet Bids website and published in the Sentinel Weekly advertising for professional and environmental services for the Project. On May 7, 2020, Addendum 1 was issued, modifying the project scope of work to include the Urban Water Management Plan Update. On May 29, 2020, three (3) proposals were received through the PlanetBids bidding service. Proposals were reviewed by a panel of City staff and an engineer employed by Eastern Municipal Water District. The following is a summary of the proposal scoring results:

Firm	Location	Total Score (100% Total Points) *
Michael Baker International, Inc.	Ontario, CA	92.9
AKM Consulting Engineers	Irvine, CA	90.5
Advanced Applied Engineering	Brea, CA	75.5
*Based on the weighted scores of the following criteria: Completeness of Response (Pass or Fail), Qualifications of Firm (10%), Qualifications of Personnel (40%), Work Plan/Project Understanding and Approach (40%), and Value (10%).		

Based on the proposal scoring analysis, staff recommends a contract be awarded to Michael Baker International, Inc. (MBII). Based on the proposal evaluation, the MBII team possesses the skills and experience necessary to successfully execute the scope of work for the Project. Additionally, the project manager proposed for this project has a successful track record of managing Corona DWP projects of similar nature and complexity and will be supported by specialty firms and individuals with a similar record of success on previous Corona DWP projects. Staff negotiated with Michael Baker International, Inc., to adjust the PEIR fee to provide a better fit with the effort required to successfully complete this portion of the project. Information to prepare the PEIR for the PWMP Update will be used from the Reclaimed Water Master Plan PEIR currently being prepared by another Consultant (Harris and Associates).

COMMITTEE ACTION:

Not applicable.

STRATEGIC PLAN:

This project will achieve two of the City's six strategic plan goals:

1. Promote Public Safety: Protect our Residents and Businesses;
 - Ensure adequate funding for investments and improvements in infrastructure that support public safety.
2. Improve Communications with our Community;
 - Commit to transparency in all City actions.

FISCAL IMPACT:

Approval of the recommended actions will result in an appropriation of \$1,160,965.00 from the Water Utility Fund (570), to a newly created Capital Improvement Project titled "Potable Water Master Plan Update and Program Environmental Impact Report". There will also be a decrease of \$60,000.00 from the Regulatory Division of the Fiscal Year 2021 Water Utility Operating Budget, resulting in an overall net appropriation of \$1,100,965.00.

The estimated Project cost is outlined as follows:

Consultant Preparation of Water Master Plan Update, PEIR, & UWMP.....	\$764,514.00
City Staff Support.....	\$320,000.00
Contingency.....	\$76,451.00
Total Cost	\$1,160,965.00

Account Name	Fund	Account	Total
Potable Water Master Plan Update and PEIR	570	57000000/New Project #	\$ 1,160,965.00
Water Utility Regulatory Division	570	57050150	(60,000.00)
Total New Request			\$ 1,100,965.00

Fund	07/01/20 Est. Working Capital	Budgeted Revenues/ Sources	Budgeted Expenditures/ Uses	Working Capital Impacts	06/30/21 Est. Working Capital
Water Utility Fund 570	\$9,640,877	\$58,938,149	(\$64,532,089)	Appropriation (\$1,100,965)	\$2,945,972

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Statue and Guidelines, which states that a project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. This action merely approves an agreement for professional services, and there is no possibility that approving this agreement will have a significant effect on the environment. A PEIR will be prepared as part of the scope of work for this project.

PREPARED BY: VERNON R. WEISMAN, P.E., DISTRICT ENGINEER

REVIEWED BY: TOM KOPER, P.E., ACTING PUBLIC WORKS DIRECTOR

REVIEWED BY: TOM MOODY, GENERAL MANAGER

REVIEWED BY: KIM SITTON, ACTING ADMINISTRATIVE SERVICES DIRECTOR

REVIEWED BY: ROGER BRADLEY, ASSISTANT CITY MANAGER

SUBMITTED BY: JACOB ELLIS, CITY MANAGER & EXECUTIVE DIRECTOR

Attachments:

1. Exhibit A - Professional Services Agreement