

Agenda Item: {{section.number}}E

May 18, 2022

TO: THE BOARD OF DIRECTORS

Brenda Dennstedt, President
Gracie Torres, Vice President
Mike Gardner, Secretary-Treasurer
Fauzia Rizvi
Laura Roughton

FROM: Craig D. Miller, P.E., General Manager

CONSIDER APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES CONTRACT WITH PROJECT PARTNERS IN THE AMOUNT OF \$375,000

RECOMMENDATION:

The Engineering, Operations, and Water Resources Committee and Staff recommend the Board of Directors:

1. Approve an amendment to the Professional Services Contract with Project Partners in the amount of \$375,000 and increase the total contract amount from \$1,110,000 to \$1,485,000.

EXECUTIVE SUMMARY:

This as-needed professional staffing services contract with Project Partners provides necessary supplemental contract personnel within Western Municipal Water District's Engineering Department. Project Partners' support allows engineering staff to complete the projects outlined in the Capital Improvement and Facilities Plan. Extension of the contract will allow the engineering team to utilize supplemental labor resources through December 2023.

BUDGET IMPACT:

There is no budget impact to the Board adopted Biennial Operating Budget for Fiscal Year 2021-2022 as the cost of the proposed action will be charged to various capital projects that are governed by the respective capital budgets.

DETAIL:

The Capital Improvement Program (CIP) section of the Engineering Department consists of a Principal Engineer, three Engineering positions (Engineer I/II/Sr.) with one currently vacant, and two part-time engineers provided by Project Partners. Each of these engineers manage projects in differing stages of planning, design, and construction for new capital facilities and replacement of aged infrastructure for Western Municipal Water District (Western) and Western Riverside County Regional Wastewater Authority (WRCRWA). A full-time project manager typically handles four to six projects, depending on their complexity and magnitude. There are currently twenty-four active Engineering Capital Improvement and Facilities Plan (CIFP) projects, including WRCRWA projects. In addition, the Engineering Department CIP Engineers provide responses to unplanned and emergency repair projects and engineering support to other departments.

The current Board approved professional services contract with Project Partners totals \$1,110,000. The approved contract budget is projected to be exhausted in June 2022. Approval of a \$375,000 amendment to the professional services contract with Project Partners will allow the needed services to continue through the end of December 2023.

Reason for Action:

A professional services contract amendment is necessary to continue utilizing Project Partners to supplement staffing and complete prioritized capital projects.

Solution:

Approve an amendment to the contract for on-call as needed professional engineering services with Project Partners.

STRATEGIC PRIORITIES REFERENCE:

This action is consistent with Western's Strategic Priorities: Resource Management and Financial Stewardship.

LEGAL COUNSEL REVIEW:

Not applicable.

Respectfully submitted by:

Craig D. Miller, P.E., General Manager

Regular Board Meeting

May 18, 2022

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Attachment:

1. Project Partners proposal for continued water and wastewater project management support