



City of Yelm

STAFF REPORT

To: Mayor Ron Harding
Yelm City Council

From: Stephanie Ray, Project Manager

Date: November 23, 2009 (for December 8th council meeting)

Subj: Amendment No. 2 ~ 2008 Water System Plan Scope of Work

Recommendation

To authorize Mayor Harding to sign Amendment Number 2 with Brown and Caldwell in the amount of \$37,000 for on-going work related to the update of the City's Water System Plan.

Background

Municipal water system planning criteria is outlined in the Washington Administrative Code (WAC) 246-290-100, various chapters; Revised Code of Washington (RCW) 70.116, various chapters, and is administered by the Washington State Department of Health (WSDOH). Water system plans are required to be updated every six years. The City's current water system plan was approved by WSDOH in September, 2002.

In March, 2008, city staff began working with Brown and Caldwell engineers to update the Water System Plan. The update included a detailed financial analysis, water demand analysis, growth analysis and capital improvement plan and schedule. Amendment No. 1 addressed the inclusion of a master plan scenario development schedule as well as a six year capital improvement plan. This scenario was developed so that the City could anticipate infrastructure needs and costs at the time of development within the master planned community.

Current

After several months of water system analysis and planning, including meetings with the Department of Health, the City received a comment letter from DOH on October 20, 2009. Staff has since met with DOH and is working on the formal response. The additional work requirements are related to providing more detail to the Contingency Plan; Spill Response Plan; and Emergency Response Plan; Coliform Monitoring Plan; and Wellhead Protection Plan; and additional analysis regarding the City's water right portfolio in light of the recent denial of the McMonigle water right.

The proposed cost increase is proposed to be paid out of fund 404 – capital reserve.

Staff recommends approving the revised scope of work and authorizing Mayor Harding to sign Amendment Number 2 with Brown and Caldwell.

Prism Project Number: 134902

AMENDMENT NO. 2 TO
AGREEMENT FOR CONSULTING SERVICES
BETWEEN CITY OF YELM
AND BROWN AND CALDWELL
FOR CITY OF YELM WATER SYSTEM PLAN

THIS AMENDMENT NO. 2 to the Agreement for Consulting Services dated March 11, 2008 between City of Yelm, hereinafter referred to as "Client", and Brown and Caldwell, a California corporation, hereinafter referred to as "Consultant," is made and entered into this ____ day of November, 2009.

RECITALS:

WHEREAS, Client and Consultant entered into an agreement for consulting services dated March 11, 2008 (hereinafter referred to as the "Agreement");

WHEREAS, Amendment No. 1 to the Agreement was executed on October 15, 2008 to expand the Scope of Services to plan in detail for the incorporation of two Master Planned Communities in the Water System Plan; and

WHEREAS, the parties desire to execute the Amendment No. 2 to modify the Scope of Work to (1) respond to agency review comments and complete the Water System Plan; (2) to extend the termination date to June 30, 2010; and; and (3) to increase the maximum compensation by \$37,000 from \$357,312 to \$394,312.

NOW, THEREFORE, Client and Consultant agree to amend the Agreement as follows:

I. SCOPE OF CONSULTING SERVICES

The Scope of Services in the Agreement is amended to provide the additional services as described below:

1. Prepare a revised City of Yelm Water System Plan (WSP) to address comments received from the Department of Health in a letter dated October 20th, 2009.

2. Prepare and/or update the following plans that are associated with the Yelm water system and that need to be in place before DOH will approve the WSP:

- Contingency Response Plan
- Spill Response Plan
- Emergency Response Plan

- Coliform Monitoring Plan – BC will assist the City in preparing an updated plan, including a map showing sampling locations.
- Wellhead Protection Plan – BC will update the inventory of potential and known sources of groundwater contamination within the wellhead protection boundaries. It is anticipated that the survey prepared in 2002 will not require extensive changes.

3. Update the WSP to reflect the deletion of the Golf Course Well from the CIP. This will not include performing additional model runs, it is assumed that the hydraulics for the new SW Yelm Well No. 1 will be modeled during the planning and design of that well.

4. Produce final copies of the Plan: two hard copies for DOH; two copies for the City of Yelm plus one unbound original and an electronic version on CD; two copies for BC files.

5. FCS Group will evaluate an additional funding scenario for the CIP, similar in approach to those presented in the draft WSP. This new scenario will analyze a case where there are no new connections for a period of two years (no System Development Charges), with the first CIP projects financed through a USDA-Rural Development loan. The findings of this analysis will be summarized in a memo or email, rather than in the WSP.

II. SCHEDULE

Consultant is authorized to proceed with the modified Scope of Services effective on the date of this Amendment. The modified Scope of Services shall be completed by June 30, 2010.

III. COMPENSATION

Compensation for the services provided under Article I of this Amendment shall be calculated on the same basis as in the Agreement as modified by any previous amendment(s). The labor hours and cost estimates for completing the services defined in this Amendment are shown in Exhibit A.

All other terms and conditions of the Agreement and any amendments thereto remain unchanged.

BROWN AND CALDWELL

CITY OF YELM

Signature: _____ Signature: _____

Printed Name: Christopher J. Cleveland Printed Name: _____

Title: Vice President Title: _____