

Central Services
Joan Araujo, Director

Engineering Services
Christopher Cooper, Director

Roads & Transportation
David Fleisch, Director

Water & Sanitation
Joseph Pope, Director

Watershed Protection
Glenn Shephard, Director

September 15, 2020

Board of Ventura County Waterworks District No.1
800 South Victoria Avenue
Ventura, CA 93009

Subject: **Approval of, and Authorization for the Director of Public Works or His Designee to Execute, a Consultant Services Contract with Stantec Consulting Services Inc. of Santa Barbara, California to Update the Ventura County Waterworks District No. 1's (Moorpark) Water Master Plan, and Urban Water Management Plan Updates for an Amount Not to Exceed \$262,670; Contract No. AE20-060; Project No. P6031421; Supervisorial District No. 4.**

Recommendation:

1. Approve, and authorize the Director of Public Works or his designee to execute, a consultant services contract with Stantec Consulting Services Inc. (Stantec) of Santa Barbara California for the Ventura County Waterworks District No. 1's 2008 Water Master Plan and 2015 Urban Water Management Plan (UWMP) for an amount not to Exceed \$262,670.

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	Ventura County Waterworks District No.1
Funding Match Required:	No
Impact on Other Department(s):	None



<u>Summary of Revenue and Total Costs:</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>
Revenue:	\$ 0	\$ 0
Costs:		
Direct	\$ 262,670	\$ 0
Indirect - Agency/Dept	\$ 0	\$ 0
Indirect – CAP	\$ 0	\$ 0
Total Costs	\$ 262,670	\$ 0
Net District Costs	\$ 262,670	\$ 0
Recovered Indirect Cost	\$ 0	\$ 0

Current Fiscal Year (FY) Budget Projections:

Current FY 2020-21 Budget Projection for Ventura County Waterworks District No. 1 – Unit 4300				
	Recommended Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$30,692,700	\$30,692,700	\$30,692,700	\$0
Revenue	\$25,878,300	\$25,878,300	\$25,878,300	\$0
Net Cost	\$4,814,400	\$4,814,400	\$4,814,400	\$0

Sufficient revenue and appropriations are available in the Fiscal Year 2020-21 Recommended Budget. Net Cost include capital outlay and transfers-out.

Discussion:

The Public Works Agency (PWA) seeks to engage the services of a consultant to update the Ventura County Waterworks District No. 1's 2008 Water Master Plan and 2015 UWMP (Project).

PWA identified six potential engineering consultants and invited them to submit Statements of Qualifications (SOQ) for the Project. Two SOQ's were received on September 16, 2019 and reviewed by a selection committee consisting of PWA staff. The two consultants were invited to oral interviews which were conducted on October 3, 2019. The committee selected Stantec as the most qualified firm for this Project.

PWA requests that the consultant services contract (Contract) with Stantec be approved by your Board.

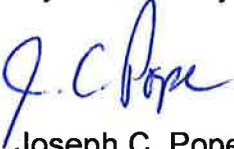


The Contract with Stantec provides for updates to the 2008 Water Master Plan, and 2015 UWMP as outlined in Exhibit 1.

Payment for Stantec's services will be made based on fee schedule rates, but the total amount shall not exceed \$262,670 without modifying the Contract. The Contract was negotiated with Stantec in accordance with the policy adopted by your Board on November 3, 1998. The Contract is on a standard form previously reviewed by County Counsel.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel.

If you have any questions regarding this item, please contact me at (805) 378 – 3005.



Joseph C. Pope
Director, Water and Sanitation

Attachment:

Exhibit 1 – Contract No. AE20-060

