

RESOLUTION NO. 5209

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLEDAD
APPROVING TASK ORDER #44 FROM HARRIS & ASSOCIATES IN THE AMOUNT
OF \$111,220 FOR ENGINEERING SERVICES FOR THE CITY'S WASTEWATER
EFFLUENT REUSE PROJECT – PHASE III, AND AUTHORIZING THE CITY
MANAGER TO EXECUTE SAID TASK ORDER ON BEHALF OF THE
CITY OF SOLEDAD**

WHEREAS, the City of Soledad desires to produce and utilize reclaimed wastewater, wherever possible and practical, to offset use of and thereby conserve groundwater; and

WHEREAS, in 2011 Soledad was awarded a Proposition 84 grant in the amount of \$1,004,688 for Phase II of a reclaimed water delivery system project for agricultural and recreation areas in and near the City of Soledad; and

WHEREAS, the City subsequently prepared and submitted a Proposition 1 grant application to begin Phase III of the reclaimed water project; and

WHEREAS, on May 27, 2016, the City was notified by the CA Department of Water Resources of a successful grant application in the amount of \$55,610 which requires a 50% match by the City, for a total project cost of \$111,220 to prepare a Reclaimed Wastewater Distribution Facilities Planning Report for Phase III of the City's Wastewater Effluent Reuse Project; and

WHEREAS, Council retained Harris and Associates under contract to provide on-call engineering design, construction management and post construction services for Water Projects; and

WHEREAS, as requested by the City, Harris has submitted Task Order #44 in the amount of \$111,220 for Engineering Planning Services, which if approved, will begin the final phase (Phase III) of the City's Wastewater Effluent Reuse Project; and

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Soledad hereby approves Task Order #44 with Harris & Associates in the amount of \$111,220, a copy of which is attached hereto as **Exhibit A** and by reference incorporated herein, and the City Manager is hereby authorized and directed to execute the same on behalf of the City of Soledad.

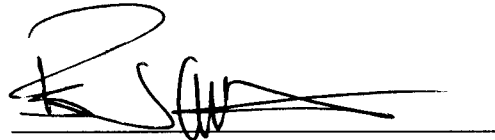
PASSED AND ADOPTED by the City Council of the City of Soledad at a regular meeting duly held on the 3rd day of August, 2016, by the following vote:

AYES, and in favor thereof, Councilmembers: Patricia D. Stephens, Richard Perez, Christopher K. Bourke, Mayor Pro Tem Alejandro Chavez and Mayor Fred J. Ledesma

NOES, Councilmembers: None

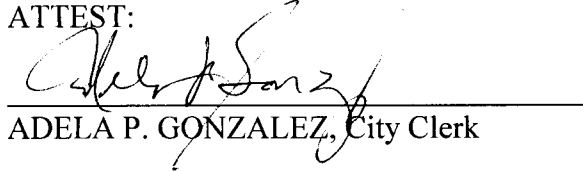
ABSTAIN, Councilmembers: None

ABSENT, Councilmembers: None

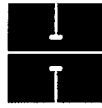


FRED J. LEDESMA, Mayor

ATTEST:



ADELA P. GONZALEZ, City Clerk



Harris & Associatessm

Shaping the Future, One Project at a Timesm

June 18, 2016

Don Wilcox, Public Works Director
City of Soledad
P.O. Box 156
Soledad, CA 93960

**Subject: Scope and Fee for:
Reclaimed Wastewater Distribution Facilities Planning Report for Phase III
of the City's Wastewater Effluent Reuse Project
(California State Water Resources Control Board, Water Recycling Funding
Project WRF 3332-010, Agreement No D15-05021)**

Water Resources Engineering Contract - Task #44

I. PROJECT DESCRIPTION

Under this task order, Harris & Associates (Harris) will prepare a Reclaimed Wastewater Distribution Facilities Planning Report to evaluate potential distribution of reclaimed/recycled wastewater in the City of Soledad (City). The report will assess potential reclaimed wastewater distribution and other project alternatives, considering their feasibility, costs, potential users, and environmental impacts. The report will also provide recommendations and estimated costs, an assessment of the recycled water market, and provide a construction financing plan, as further described in our scope of work provided below.

The Reclaimed Wastewater Distribution Facilities Planning Report will serve as the basis of design for the City's recycled water "distribution system", which includes the reclaimed wastewater facilities downstream from the "transmission system". The distribution system will convey reclaimed wastewater from the transmission system to areas serviced. The detailed design for the distribution system will be performed under a future task order.

The transmission system is currently in the detailed design phase and it is anticipated that its construction will be completed in winter of 2017. It will be the backbone for conveyance of reclaimed wastewater within the City, extending from the City's wastewater reclamation facility (WRF) to as far as San Vicente Rd and the intersection of

Gabilan Dr and West St. The distribution system, that will be evaluated in this report, will tie-in and receive reclaimed wastewater from the transmission system.

Distribution of reclaimed wastewater from the City's WRF could greatly offset the City's demand for potable water in the future. Effluent from the City's WRF is currently being discharged to rapid infiltration basins for aquifer recharge until facilities for recycled water transmission and distribution are in place. This planning level report will evaluate the potential for reclaimed wastewater use in the City of Soledad's irrigated landscape areas, including sixteen parks (44 acres) and potentially seven school sites (38.5 acres), as shown in the following Figure 1. It will also evaluate the potential for serving privately owned areas with reclaimed wastewater.

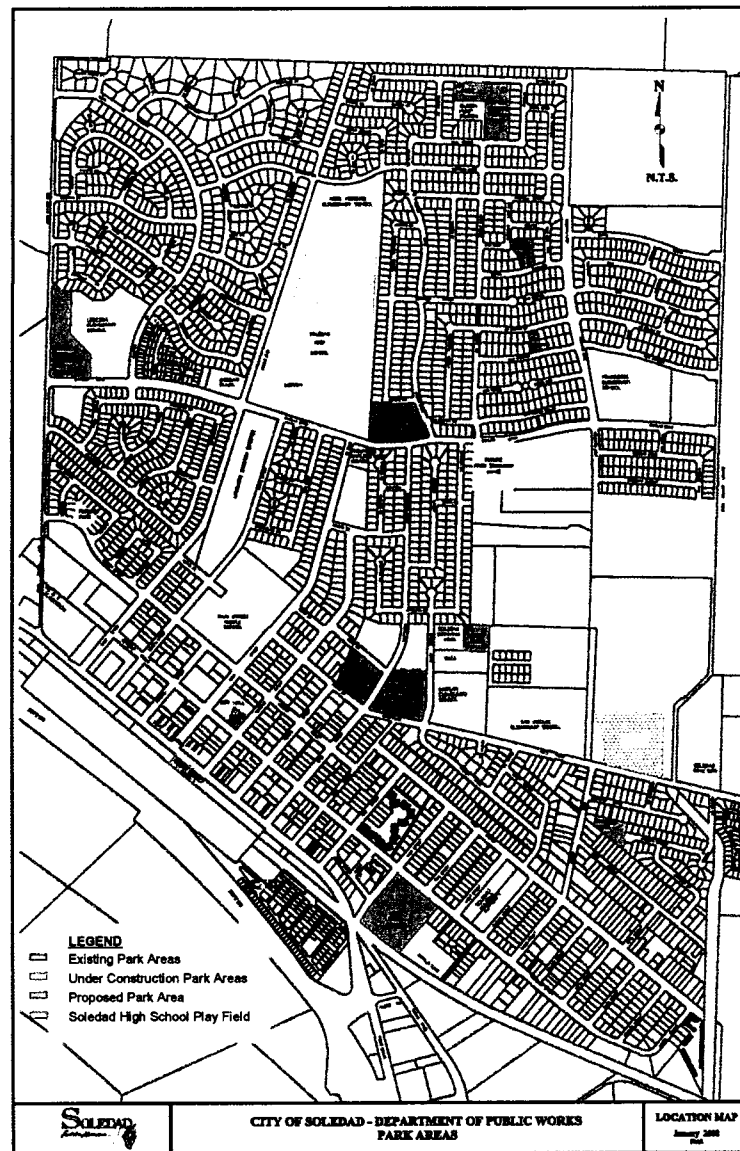


Figure 1 – Reclaimed Wastewater Service Area to be Evaluated

II. SCOPE OF WORK

This task order includes preparing a Reclaimed Wastewater Distribution Facilities Planning Report, in accordance with the requirements of the CSWRCB and the planning grant for Project WRF 3332-010, Agreement No D15-05021.

We recently assisted the City of Soledad (City) with obtaining a grant from the California State Water Resources Control Board (CSWRCB) to perform this planning level report.



Harris & Associates.

The grant will match 50 percent of the level of effort for this task order, included in Exhibit A.

Detailed design for the distribution system improvements will be performed under future task orders. The detailed design for the transmission system is currently being performed under our previous Task Order 32.

Harris will provide the following services under this Task Order, see Exhibit A for our level of effort and assumptions:

Task Description	Our Approach	Deliverables
1.0 Project Administration & Meetings		
A. Project Management and Progress Reports	Harris will manage the project, budget, and schedule and be the point of contact between the City and CSWRCB. A brief progress report will accompany each monthly Harris invoice. It will discuss budget and schedule status, issues resolved and unresolved, and “next steps.”	Monthly progress reports
B. Kick-off Meeting	We will meet with City staff to confirm project goals and the schedule; discuss format of deliverables; and clarify responsibilities of each party.	Meeting notes (PDF Files)
C. Draft Report Review Meeting	Prior to submission of the draft report to CSWRCB, we will attend a review meeting with the City to address City comments to our draft report. Review comments from the City will be incorporated into the draft report for submission to CSWRCB.	Meeting notes (PDF file)
D. Midcourse Meeting with CSWRCB	Harris will attend a midcourse meeting with CSWRCB and the City to discuss and address comments to the draft report. Review comments from the CSWRCB will be incorporated into the final report.	Meeting notes (PDF file)
E. Final Report Review Meeting	Prior to submission of the final report to CSWRCB, we will attend a review meeting with the City. Review comments from the City will be incorporated into the final report for submission to CSWRCB.	Meeting notes (PDF file)
2.0 Draft Reclaimed Wastewater Distribution Facilities Planning Report		

Task Description	Our Approach	Deliverables
Draft Report	<p>Harris will prepare a draft Reclaimed Wastewater Distribution Facilities Planning Report for the City and CSWRCB to review.</p> <p>In general, the report will be based on CSWRCB's guidelines and include the information listed below.</p>	Draft Report (PDF and Hard Copy)
A. Maps and Diagrams	<p>The report will include the following maps and diagrams:</p> <ul style="list-style-type: none"> • Vicinity Map • Detailed map and GIS shape file of study area boundaries • Topographic map • City boundaries • Existing recycled water distribution pipelines • Ground water basin boundaries, major streams, streams receiving waste discharges • Present and projected land use • Each recycled water facilities alternative (including recommended project), showing locations of potential customers and approximate pipeline routes • Wastewater treatment schematic 	Inclusion in Report
B. Study Area Characteristics	<p>The report will evaluate the following within the study area, shown in Figure 1 above.</p> <ul style="list-style-type: none"> • Hydrologic features • Ground water basins • Water quality, ground water and surface water • Land use and land use trends • Population projections of study area • Beneficial uses of receiving waters and degree of use, portion of flow that is effluent 	Inclusion in Report



Task Description	Our Approach	Deliverables
C. Water Supply Characteristics and Facilities	<p>The report will describe the following concerning the water supply facilities in the study area:</p> <ul style="list-style-type: none"> • Description of entities • Description of sources of water, major facilities, subsidies, and customer prices • Capacities of present facilities, existing flows, estimated years when capacities to be reached for major components • Ground water management and recharge, overdraft problems • Water use trends and future demands, and costs • Quality of water supplies • Sources for additional water and plans for new facilities 	Inclusion in Report
D. Wastewater Characteristics and Facilities	<p>The report will describe the following concerning wastewater facilities in the study area:</p> <ul style="list-style-type: none"> • Description of entities • Description of major facilities, including capacities, present flows, plans for new facilities, description of treatment processes, design criteria • Water quality of effluent and any seasonal variation. • Additional facilities needed to comply with waste discharge requirements • Sources of industrial or other problem constituents and control measures • Existing recycling, including users, quantities, contractual and pricing arrangements • Existing rights to use of treated effluent after discharge • Wastewater flow variations, hourly and seasonal 	Inclusion in Report
E. Treatment Requirements for Discharge and Reuse	<p>The following topics will be summarized in the report:</p> <ul style="list-style-type: none"> • Required water qualities for potential uses • Required health-related water qualities or treatment requirements for potential uses, operational and on-site requirements (such as backflow prevention, buffer zones) • Wastewater discharge requirements, anticipated changes in requirements • Water quality-related requirements of the RWQCB to protect surface or ground water from problems resulting from recycled water use 	Inclusion in Report



Task Description	Our Approach	Deliverables
F. Recycled Water Market	<p>The report will include the following assessment of the recycled water market:</p> <ul style="list-style-type: none"> • Description of market assessment procedures • Descriptions of all users or categories of potential users, including type of use, expected annual recycled water use, peak use, estimated internal capital investment required (on-site conversion costs), needed water cost savings, desire to use recycled water, date of possible initial use of recycled water, present and future source of water and quantity of use, quality and reliability needs, and wastewater disposal methods • Summary tables of potential users and related data • Definition of logical service area based on results of market assessment 	Inclusion in Report
G. Project Alternative Analysis	<p>The report will include the following for analysis, comparison, and recommendation of project alternatives:</p> <ul style="list-style-type: none"> • Planning and design assumptions • Water Recycling Alternatives • Non-recycled water alternatives • Water conservation/reduction analysis • Pollution control alternatives • No project alternative <p>Information supplied for each alternative will include, but not be limited to: cost tables and breakdowns, potential users, economic analysis, energy analysis, water quality impacts, effects on receiving waters and groundwater, and an environmental analysis.</p>	Inclusion in Report
H. Recommended Project	<p>The report will include the following for the recommended project alternative:</p> <ul style="list-style-type: none"> • Description of all proposed facilities and basis for selection • Preliminary design criteria and refined pipeline routes • Preliminary cost estimate • List of all potential users, quantity of recycled water use, peak demand, and commitments obtained • Reliability of facilities as compared to user requirements • Implementation plan • Operational plan 	Inclusion in Report



Task Description	Our Approach	Deliverables
I. Construction Financing Plan and Revenue Program	The report will provide a construction financing plan and revenue program, including the following: <ul style="list-style-type: none"> • Sources and timing of funds for design and construction • Pricing policy for recycled water • Costs that can be allocated to water pollution control • Annual projection of costs and uses for water, recycled water, required revenue of recycling project, allocation of costs to users, and a sensitivity analysis assuming that a portion of potential users fail to use recycled water • Sunk costs and indebtedness 	Inclusion in Report
3.0 Final Reclaimed Wastewater Distribution Facilities Planning Report		
A. Final Report	Harris will incorporate the City's and CSWRCB's review comments to the draft report into the final report and submit the Final Reclaimed Wastewater Distribution Facilities Planning Report to the City and CSWRCB.	Final Report (Hard Copy, Electronic Files to City)

Our level of effort (on an "hourly not-to-exceed" basis) and assumptions are shown in the attached Exhibit B. Additional efforts (i.e. additional task items unforeseen at the authorizing of this task order) will be provided under a subsequent authorization. Please contact Frank Lopez at (831) 233-9242 with any questions on our scope or fee.

Regards,
HARRIS & ASSOCIATES, Inc.



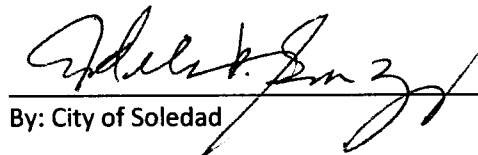
Jasmine Cuffee, PE
Director, Engineering Services
Manager of Civil Design

HARRIS & ASSOCIATES, Inc.



Frank S. Lopez, PE, QSD, CFM
Project Director

Accepted:



By: City of Soledad

8-4-2016

Date

Approved 08/03/2016 by CC Reso. 5209



Harris & Associates.

CITY OF SOLEDAD
 RECYCLED WATER DISTRIBUTION SYSTEM
 PLANNING REPORT

TASK, PHASE, DESCRIPTION	STAFF	Project Director F Lopez HOURS	PD QA/QC J Cuffee HOURS	PD Public Finance D Klingelhofer HOURS	Project Manager K Maire HOURS	Design Engineer HOURS	Project Analyst HOURS	TOTALS
DESIGN PHASE								
PROJECT ADMINISTRATION AND MEETINGS								
A Project Management and Monthly Progress Reports		16			8			
B Kick-off Meeting with City Staff		2	2	2	3	2		
C Draft Report Review Meeting with City Staff		2			3			
D Midcourse Meeting with CSWRCB and City		2	2	2	3			
E Final Report Review Meeting with City Staff		2			3			
SUBTOTAL HOURS		24	4	4	20	2		54
SUBTOTAL DOLLARS		\$4,560	\$880	\$940	\$3,300	\$230	\$0	\$9,910
DRAFT RECYCLED WATER PROJECT REPORT								
A Maps and Diagrams		2	2		9	17		
B Study Area Characteristics		1	1		11	2		
C Water Supply Characteristics and Facilities		1	1		11			
D Wastewater Characteristics and Facilities		1	1		11			
E Treatment Requirements for Discharge and Reuse		1	1		5	4		
F Recycled Water Market		8	4	16	17	2	22	
G Project Alternative Analysis		26	8		118	17		
H Recommended Project		8	6		73	8		
I Construction Financing Plan and Revenue Program		8	4	52	29			
SUBTOTAL HOURS		56	28	68	284	50	22	508
SUBTOTAL DOLLARS		\$10,640	\$6,160	\$15,980	\$46,860	\$5,750	\$2,860	\$88,250
FINAL RECYCLED WATER PROJECT REPORT								
A Address Review Comments Provided by City and CSWRCB		8	8	8	36	8	8	
SUBTOTAL HOURS		8	8	8	36	8	8	76
SUBTOTAL DOLLARS		\$1,520	\$1,760	\$1,880	\$5,940	\$920	\$1,040	\$13,060
SUMMARY OF HOURS AND COSTS								
HOURS PER POSITION		88	40	80	340	60	30	
HOURLY RATE (TYPICAL)		\$190	\$220	\$235	\$165	\$115	\$130	
COST PER POSITION		\$16,720	\$8,800	\$18,800	\$56,100	\$6,900	\$3,900	
TOTAL COST (NOT TO EXCEED):								\$111,220

ASSUMPTIONS:

- Hours and fee may be renegotiated if the project is delayed by factors beyond Harris' control.
- Hours for additional report iterations are not included.
- Population projections will be provided by AMBAG.
- Water supply characteristics, as well as supply and demand projections in the City's latest UWMP are accurate and will be referenced.
- If recycled water distribution to private property owners will be assessed, the City will coordinate with property owners and provide acreage and land use type to Harris.
- City review comments will be presented to Harris on one consolidated set of marked up documents.

