

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 8-A

Meeting Date: February 14, 2012

Submitted By: Carl Niizawa  
Reviewed By: Jim Heitzman

Presented By: Carl Niizawa

Agenda Title: Adopt Resolution No. 2012-05 to Amend the Professional Services Agreement with Harris & Associates for Inspection Services for the Watkins Gate Well & Pipeline Project

Detailed Description: The Board of Directors is requested to authorize an amendment to the Professional Services Agreement (PSA) with Harris & Associates to provide inspection services for the Watkins Gate Well & Pipeline project. The amendment is for a not-to-exceed amount of \$14,500.

Harris & Associates has an existing contract with the District for inspection services. The Board adopted Resolution No. 2010-22 on April 13, 2010 that authorized a Professional Services Agreement (PSA) with Harris & Associates to provide construction management support with inspection services as needed. This PSA was amended through Board Resolution No. 2012-02 for inspection services related to the East Garrison Development Infrastructure Agreement.

Under the Amendment proposed in this Resolution, Harris & Associates would provide services related to inspection and observation of the Watkins Gate transmission pipeline installation, testing for pipeline leakage, pipeline deflection, disinfection and sampling procedures, preparation of a report of the inspection results, and provide a recommendation regarding the suitability of the infrastructure for acceptance and operation.

In February 2011, staff conducted a Request for Qualification (RFQ) process for Water and Wastewater Engineering Services. Harris & Associates responded to this RFQ and were deemed qualified to provide services related to Category C: Construction Management and Quality Assurance and Quality Control (QA/QC) within this RFQ (along with four other firms). The QA/QC component included inspection services for water delivery infrastructure for the Eastern Distribution Project.

In December 2011, staff solicited proposals from three of the Category C qualified firms. Of the three proposals received, the Harris & Associates proposal was deemed by staff to be the preferred response based on qualifications, availability, and proximity to other District projects. Harris & Associates is currently providing service.

Harris & Associates has provided fine service for the District and other jurisdictions in the region. They maintain an office within the City of Marina with project personnel currently providing inspection services for infrastructure that is planned to be transferred to the District in the East Garrison Development.

Staff has reviewed their qualifications and fee, find that the fee is reasonable, their rates are comparable to other engineering firms providing services to the District, are qualified to provide this type of inspection and observation, and are competitive based on general industry standards.

The contract amendment will be billed on a time and expense basis.

Environmental Review Compliance: With Resolution No. 2011-31, the Board adopted the Initial Study/Mitigated Negative Declaration for the Watkins Gate Well and Pipeline/Eastern Distribution Project.

Prior Committee or Board Action: The Board of Directors adopted Resolution No. 2010-22 on April 13, 2010 authorizing a Professional Services Agreement with Harris & Associates for engineering services related to inspection practices, inspection training, and on-call inspections; and Resolution No. 2012-02 amended the Professional Services Agreement with Harris & Associates for Inspection Services for the East Garrison Development.

Board Goals/Objectives: – *Objectives Goal No. 2 – To meet 100% of current and future customers’ needs and make timely improvements and increase infrastructure and level of services and human resources to meet needs of expanding service areas in an environmentally sensitive way.*

Financial Impact:     \_\_\_X\_\_\_ Yes     \_\_\_ \_\_\_ No

Funding Source/Recap: CIP# OW-116 (Proposition 50 Grant Funded)

Material Included for Information/Consideration: Resolution No. 2012-05.

Staff Recommendation: The Board of Directors adopt Resolution No. 2012-05 amending the Professional Services Agreement with Harris & Associates to provide inspection services for the Watkins Gate Well & Pipeline Project.

Action Required:     \_\_\_X\_\_\_ Resolution     \_\_\_ \_\_\_ Motion     \_\_\_ \_\_\_ Review  
(Roll call vote is required.)

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Board Action

\_\_\_ Resolution No \_\_\_     Motion By \_\_\_\_\_     Seconded By \_\_\_\_\_

Ayes \_\_\_\_\_     Abstained \_\_\_\_\_

Noes \_\_\_\_\_     Absent \_\_\_\_\_

Reagendized \_\_\_\_\_     Date \_\_\_\_\_     No Action Taken \_\_\_\_\_

February 14, 2012

Resolution No. 2012 – 05  
Resolution of the Board of Directors  
Marina Coast Water District  
Amending the Professional Services Agreement with  
Harris & Associates for Inspection Services for the  
Watkins Gate Well & Pipeline Project

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on February 14, 2012 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, the District is installing a replacement drinking water well and transmission pipeline at Watkins Gate Road as a part of the Eastern Distribution Project; and,

WHEREAS, the transmission pipeline installation requires inspection from qualified inspection personnel; and,

WHEREAS, Harris & Associates has been deemed qualified to provide this type of inspection service by District staff through a Request for Qualifications process; and,

WHEREAS, Harris & Associates has an existing contractual relationship with the District, they have long association with local jurisdictions in similar capacities, and Harris & Associates maintains a local office; and,

WHEREAS, District staff finds that the Harris & Associates fee proposal to conduct the inspection work is reasonable, their rates are comparable to other engineering firms providing services to the District, and their rates are competitive based on general industry-wide standards.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby authorize the General Manager and/or Deputy General Manager to execute an amendment to the Professional Services Agreement with Harris & Associates for inspection services for the Watkins Gate Well & Pipeline Project and to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution, the total dollar amount not-to-exceed \$14,500.

PASSED AND ADOPTED on February 14, 2012 by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors \_\_\_\_\_

Noes: Directors \_\_\_\_\_

Absent: Directors \_\_\_\_\_

Abstained: Directors \_\_\_\_\_

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Dan Burns, President

ATTEST:

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Jim Heitzman, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2012-05 Adopted February 14, 2012.

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Jim Heitzman, Secretary