

MEMORANDUM

Date: March 15, 2023
To: Board of Directors
From: Michael Fritschi, P.E. – Interim General Manager
Subject: Authorize General Manager to execute Integrated Water Master Plan Task Order #1 for Public Engagement with Adkins Engineering & Surveying and Maddaus Water Management, Inc in the amount of \$40,737

RECOMMENDED ACTION

Staff recommend Board approval of amendment to the original contract with Adkins Engineering and Surveying and Maddaus Water Management to include Task Order #1 for Public Engagement in the amount of \$40,737 for CIP# 23-20-01 Integrated Water Master Plan (IWMP), amend FY 2022-23 Budget and appropriate funds.

BACKGROUND

Per the Board's request, staff have requested a scope and fee from Adkins/Maddaus to cover the District consultant IWMP public engagement efforts. The scope of this Task Order includes preparing specific and substantial meeting materials for and attending several public meetings during the IWMP process. Please see the attached scope and fee for a Task Order to the IWMP to provide public engagement for specific description.

While the Task Order is substantial, it is reasonable for what the District is requesting with respect to the extensive public engagement that will occur at every step of the IWMP. The Task Order fee is also in line from earlier estimates from Adkins/Maddaus for the public education scope.

FINANCIAL IMPACT

In December, staff brought the original contract for approval without appropriating the additional funds to increase the total CIP cost. Staff will bring an item to the April Board meeting to ratify the contract, request a FY 2022-23 budget amendment and appropriate the additional funds.

Staff request the Board authorize the General Manager to execute a contract amendment with Adkins Engineering & Surveying and Maddaus Water Management, Inc to include Task Order #1 for public engagement services in the amount of \$40,737 and increase the total project cost of CIP#23-20-01 to \$331,768.

RESOLUTION R2023-05

A RESOLUTION AUTHORIZING GENERAL MANAGER TO EXECUTE TASK ORDER #1 WITH ADKINS ENGINEERING & SURVEYING AND MADDAUS WATER MANAGEMENT, INC FOR PUBLIC OUTREACH IN CONJUNCTION WITH THE INTEGRATED WATER MASTER PLAN IN THE AMOUNT OF \$40,737 (CIP# 23-09-01); AMEND FY 2022-23 BUDGET AND APPROPRIATE FUNDS

WHEREAS, A contract was signed by the District and joint effort from Adkins Engineering & Surveying and Maddaus Water Management, Inc. to prepare an Integrated Water Master Plan on December 22, 2022; and

WHEREAS, The residents of the community asked for a series of meetings to discuss and receive information about the document; and

WHEREAS, The District appropriated funds in the amount of \$200,000 in the FY 2022-23 budget for CIP# 23-09-01; and

WHEREAS, The District received a supplemental task order for the public outreach portion of the project from Adkins Engineering & Surveying and Maddaus Water Management in the amount of \$40,737.

NOW, THEREFORE, THE RANCHO MURIETA COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

1. Authorize the General Manager to execute the task order, and amendments thereto, with Adkins Engineering & Surveying and Maddaus Water Management in the amount not to exceed \$40,737 (CIP# 23-09-01), attached as Exhibit 1.
2. Amend the FY 2022-23 Budget in the amount of \$40,737 to increase CIP# 23-09-01 total project cost of \$240,737 and appropriate funds.
3. Authorize a transfer of funds in the amount of \$40,737 from Water Replacement Reserve (200-2505) to Water Operating Capital (200-7900-01).
4. The General Manager is authorized to all necessary and appropriate actions to carry out the purpose and intent of this resolution.

PASSED AND ADOPTED this 15th day of March, 2023 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Martin Pohll, Vice President of the Board
Rancho Murieta Community Services District

[SEAL]

Attest:

Michelle Rose, Temporary Office Technician

DRAFT