

# Lake Don Pedro Community Services District

## Regular Meeting of June 19, 2017

### AGENDA SUPPORTING DATA

#### 5. DISCUSSION AND ACTION ITEMS

- d. Discussion and action regarding the engagement of a consulting firm to prepare grant applications for additional drought mitigation projects.

#### ***Recommended Action***

Staff recommends the following motion:

*I move to direct the General Manager to engage the services of a consulting firm to assist in preparation of funding applications for the Lake McClure Intake Extension and Water Service Line Replacement Projects.*

#### ***Background***

Governor Brown's Executive Order B-40-17 directs the various state agencies to direct available funding toward water projects that address ongoing drought concerns in four counties, including Tuolumne. In April 2017 and as a result of the Executive Order, the District Board of Directors directed staff to seek additional state funding for our water supply projects including:

- Lake McClure Intake Extension Project
- Water Service Line Replacement Project
- Raw Water Transmission Replacement Project

In conversations with the Department of Water Resources (DWR) and State Water Resources Control Board (SWRCB), who administer the majority of the state bond funding affected by the Executive Order, there has been no clear direction yet on how the Executive Order is to provide more funding for the region, the types of projects to be funded, or priority in terms of loans versus grants.

At this time, the state funding agencies have directed us to prepare applications for both the 1988 Bond Law funding through DWR and State Revolving Fund through SWRCB. Each of the applications requires detailed project descriptions, cost estimations, and technical engineering feasibility documentation for review by the agencies. District management is currently unable to complete all the necessary documentation in a timely manner and no applications have been completed to date. Due to the small amount of remaining DWR Bond Law funds, coupled with the timing of the upcoming construction of the service line replacement project, the timely filing of a DWR application is very important.

Staff recommends the engagement of a consulting firm to prepare the funding applications under the direction of the District. An initial budget for the consulting work can be set at \$30,000 and we can contract with the consulting firm either by direct negotiation of a contract, or by reviewing qualifications and experience through a request for proposals (RFP) process as further discussed below:

**Direct Contracting** – staff will conduct discussions and negotiations with experienced consultants with the goal of securing a contract with the most successful, available consultant providing services at a reasonable rate. The Board can authorize the GM to enter into contract within the budget, with the successful consultant or a consultant contract can be brought to the Board for approval at the next Board meeting. The timeline for this process will be 15 to 45 days for the consultant to start work.

**RFP** – staff will prepare an RFP and distribute to consultants, providing a 15 to 30 day response period. Once received, the proposals can be reviewed within two weeks of receipt, and a contract let to the successful consultant following Board approval. The timeline for the RFP process will be 60 to 75 days until contract award.