

**WATER POLICY
COMMITTEE MEETING
AND
SPECIAL MEETING OF THE
BOARD OF DIRECTORS**

**Wednesday, April 24, 2013
5:30 p.m.**

Committee Members:

Michael Touhey, Chair
Charles M. Treviño



UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT

602 E. Huntington Drive, Suite B
Monrovia, CA 91016

(626) 443-2297
www.usgvmwd.org

*The Water Policy Committee meeting is noticed as a joint committee meeting with the Board of Directors for the purpose of compliance with the Brown Act. Members of the Board who are not assigned to the Water Policy Committee may attend and participate as members of the Board, whether or not a quorum of the Board is present. In order to preserve the function of the Committee as advisory to the Board, members of the Board who are not assigned to the Water Policy Committee will not vote on matters before the Committee.

Communications

1. Call to Order.
2. Public Comment.

Discussion/Action

3. Authorize the General Manager to execute an amendment to professional services agreement with DRP Engineering, Inc. for part-time project engineering services for a not-to-exceed amount of \$200,000 through May of 2015. *(Staff memorandum enclosed.)*

Oral Reports

- 4.

Other Matters

- 5.

Adjournment

Next Meeting: May 22, 2013 at 5:30 p.m.

MEMORANDUM

UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT



ITEM 3.

DATE: April 24, 2012
TO: Board of Directors
FROM: General Manager
SUBJECT: Authorize the General Manager to execute an amendment to the professional services agreement with DRP Engineering, Inc. for engineering support services for a not-to-exceed amount of \$200,000 through May of 2015.

Recommendation

Authorize the General Manager to execute an amendment to professional services agreement with DRP Engineering, Inc. for part-time project engineering services for a not-to-exceed amount of \$200,000 through May of 2015.

Background

In February 2012, Upper District issued a Request for Proposals (RFP) to competitively solicit for a Project Engineer. Based on the results of the solicitation, DRP Engineering, Inc. (DRP) provided the top candidate for the Project Engineer position, Mr. Curt Roth.

DRP Engineering, Inc. has assisted Upper District with the completion of the scheduled planning, design and construction, of the direct reuse program. Excellent service has been provided. The hourly rate charged by DRP Engineering is 40% lower than the hourly rates charged by other competitive professional consulting firms.

Mr. Roth has delivered extremely high quality work. He is well qualified and experienced with storm water projects, advanced water treatment design, and research pilot work with treatment systems. He quickly integrated into the Upper District operations and provided valuable assistance with the completion and startup of the Industry Phase IIB Direct Reuse Project. He demonstrated his ability to provide technical guidance on a variety of subjects. He assisted the Chief Engineer with management of the construction and design projects, and he has worked closely with Upper District water purveyors, such as Suburban Water Systems. Mr. Roth has demonstrated a flexible schedule and willingness to report to the Upper District offices or field locations as required.

Specifically, Mr. Roth assisted Upper District with the following:

- Start-up operations of the 2 million gallon reservoir
- Connection and start-up of the Temple/Azusa 24-inch system delivery pipeline and pump station
- Design and construction for Phase 3 pipeline
- Design and construction for Phase 4 pipeline
- Construction of Phase 1 and 2 customer retrofits
- Design of Phase 3 and 4 customer retrofits

With the approval of this amendment, Mr. Curt Roth will continue to assist Upper District through May 2015 with the following projects:

- City of Industry Phase IIB Recycled Water Package 3 & 4 Retrofits construction
- Miller-Coors advanced reuse treatment and storm water project
- Neighborhood stormwater capture demonstration project
- Groundwater and Surface Water Model development
- WaterReuse Research Foundation Research project
- Pipeline Right of Way and Easement Coordination for replenishment project
- USBR and state grant and loan obligation reporting
- Recycled water system operations planning and coordination

Mr. Roth's experience is particularly suited to these projects. He has designed two of the most innovative storm water capture, treatment and reuse projects in Los Angeles County. In addition, he has significant experience with the design, construction, and testing of innovative membrane treatment systems. This broad experience provides an exceptional ability to provide Upper District with the expertise needed to effectively and efficiently complete these projects.

Upper District expects a need of 16 to 20 hours a week of project engineering support during the next 24 months. Given the expected part-time burn rate of up to 20 hours per week for Upper District's existing project backlog, staff does not recommend hiring a permanent full time employee at this time. Over the next 24 months, staff will continue to review the project backlog to determine if consulting services will continue to be the optimal alternative for project delivery in the future and will continue to assess the need for a permanent Project Engineer.