

**Metropolitan Domestic Water Improvement District  
Board of Directors Meeting**

**June 10, 2013**

**Approval of Amendment No. 1 to the  
2012-2013 Professional Services Agreement  
for Miscellaneous Water Distribution Design Contract  
with Engineering and Environmental Consultants, Inc.**

**Synopsis**

The Board of Directors is requested to approve Amendment No. 1 to the 2012-2013 Professional Services Agreement for Miscellaneous Water Distribution Design Services with Engineering and Environmental Consultants, Inc. (EEC). The purpose of Amendment No. 1 is to provide an extension of the contract completion date for an additional one year to June 30, 2013.

**Background**

The primary purpose of an open-ended miscellaneous design services contract is to provide design services for work that is too small to justify soliciting separate proposals, or for work that requires a more rapid response than the process of soliciting project specific Statements of Qualification and negotiating a contract will permit.

The Metropolitan Domestic Water Improvement District (District) has utilized the services of engineering consulting firms under Miscellaneous Water Distribution Design Services contracts since October 13, 1993. Based on the anticipated and unknown design and construction activities that will occur during the next year, the need for consultant assistance will continue.

At the June 11, 2012 meeting, the Board awarded the 2012-2013 Professional Services Agreement for Miscellaneous Water Distribution Design to Engineering and Environmental Consultants, Inc. This agreement provided for up to two one-year extensions to the agreement, if such extension is mutually agreeable to the District and the consultant.

**Issues**

Based on the anticipated and unknown design and construction activities that will occur during the next year, the need for consultant assistance for miscellaneous design services will continue. Under the 2012-2013 Professional Services for Miscellaneous Water Distribution Design contract, EEC provided water system design services for one project—the Hub 1A Well Site Improvements, and construction period services for three projects – the Orange Grove Road Waterline Relocations, the Old Magee Trail Well Site Improvements, and the Riverside Well Site Improvements. EEC also

provided electrical design services for the Magee Booster Site Electrical Upgrade, and is completing an Arc Flash Study for the Old Magee Well Site and the Riverside Well Site. Construction Period Services are ongoing for the Riverside Well Site Improvements and the Hub 1A Well Site Improvements, and an Arc Flash Study is scheduled to be completed for the Hub 1A Well Site as soon as electrical construction at that site is underway.

Since the projects and services that are underway or scheduled are expected to be completed in the next fiscal year, staff would like to continue using the services of EEC for an additional year, as allowed per the Professional Services Agreement. Funding for this contract is available from the 2007 WIFA Loan, the recent WIFA Loan and miscellaneous design funds included in the Engineering Division FY 2013/2014 budget.

### **Recommendation**

It is recommended that the Board of Directors approve Amendment No. 1 to the 2012-2013 Professional Services Agreement for Miscellaneous Water Distribution Design Contract with Engineering and Environmental Consultants, Inc., which extends the contract expiration date to June 30, 2014.

### **Suggested Motion**

I move to approve Amendment No. 1 to the 2012-2013 Professional Services Agreement for Miscellaneous Water Distribution Design Contract with Engineering and Environmental Consultants, Inc., which extends the contract expiration date to June 30, 2014.

Respectfully submitted,

Charlie A. Maish, P.E., R.L.S.  
District Engineer

I concur with the above-noted recommendation.

Respectfully submitted,

Mark R. Stratton, P.E.  
General Manager