

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

June 9, 2014

Award and Approval of Miscellaneous Water Resources Consulting Services Contract

Synopsis

The Board of Directors is requested to approve the selection of a consultant for the annual Miscellaneous Water Resources Consulting Services Contract. In addition, the Board is requested to approve the not-to-exceed \$50,000 contract for needed projects related to our water resources portfolio. Specific projects for Fiscal Year 2015 that would utilize this contract include technical assistance on the Oracle Jaynes Station Well, review of Arizona Department of Environmental Quality (ADEQ) groundwater remediation plans and feasibility studies, potential rehabilitation options for the Avra Valley Recharge Project (AVRP) monitor well, and updating water demand study for Metro-Main's Assured Water Supply renewal.

Background

The purpose of the contract is to assist staff in solving water resources supply, planning or management problems in a timely manner. This annual contract was first implemented in Fiscal Year 1997 under the title of Miscellaneous Hydrogeological Services. Given the District only had then groundwater supplies, the District used the annual contract for purposes such as to evaluate the feasibility of modifying the existing Alcott well to reduce sanding problems, to assist with well redevelopment at Chapala well, to evaluate nitrate levels at Latamore South well, and to review draft well impact reports for the new CIP wells. The contract was also used for the emergency drilling, testing and equipping of Hub Well 5A when a contractor's negligence filled Hub Well 5 with cement grout.

In recent years, the scope of the contract has expanded to effluent and CAP water recharge. For recharge projects, the contract has been used to evaluate the recharge feasibility of the BKW Siphon Project, recommending monitoring options of the long-term recharge rates of the Cañada del Oro Wash, and completing a mounding analysis for the District's managed effluent recharge project.

Most recently, work has included soils investigation for effluent recharge at BKW Farms and improving the infiltration rate at Basin 4 for the AVRP. Additionally, the former contractors were retained to assist with the project management of the drilling, development and testing of the Magee Trail Well, and with reviewing ADEQ's remedial investigation report for the Shannon Road/El Camino del Cerro WQARF site.

Issues

An advertisement to solicit Statement of Qualifications (SOQ) to provide Professional Services for Miscellaneous Water Resources Consulting Services was published on April 15, 16, and 17, 2014 in *The Daily Territorial*. Eighteen consultants were sent the proposal package, one consultant notified the District they would not submit a proposal, and two firms/teams responded to the District's request for Statement of Qualifications (SOQs). Two District staff evaluated the proposals. Individual scores are attached for review along with the selection criteria.

Clear Creek Associates ranked first with a total score of 184 points among the reviewers and Golder Associates placed second with a total score of 151 points.

The District has contracted with both firms several times in the past. District staff has found both firms to be very professional, competent, and responsive, easy to work with, and provide excellent work. Based upon past experience, staff could recommend either firm for this current contract. However, based solely upon the strength of the information presented in their respective SOQs, staff recommends selecting Clear Creek Associates.

The amount for the contract has varied over the years depending on needs for the District related to water resources consulting. This contract would be \$50,000 based on the projected work. The Fiscal Year 2015 budget contains \$10,000 for the Metro-Main demand study. If ADEQ completes the groundwater remediation feasibility study in Fiscal Year 2015, the other \$5,000 budgeted under Miscellaneous Water Resources Services would be used. Finally, the budget contains \$177,827 to replace the Oracle Jaynes Station Well, a portion of which will be used for consultant assistance in the permitting, design, and drilling of the well.

Staff would like to expedite updating the water demand study for Metro-Main. The water demand study is crucial for Metro-Main's Assured Water Supply renewal but is also critical for developing a five-year Capital Improvement Program for the District. In order to have the water demand study start on July 1st, staff informed Clear Creek Associates that they would be recommended for selection for miscellaneous water resources consulting services contract and requested their labor rates. Clear Creek Associates requested an acceptable minor increase to their labor rates for the new contract from their existing contract with the District.

Staff Recommendation

It is recommended that the Board of Directors award the annual Miscellaneous Water Resources Consulting Services Contract to Clear Creek Associates. Based on wanting to expedite services under this contract, it is recommended that the Board also approve the contract for Miscellaneous Water Resources Services with Clear Creek Associates in an amount not to exceed \$50,000. The contract would be for Fiscal Year 2015 with the option to extend it two more years based on the annual approval from the Board of Directors.

Suggested Motion

Two motions are suggested:

I move to award the annual Miscellaneous Water Resources Consulting Services Contract to Clear Creek Associates.

I move to approve the Miscellaneous Water Resources Consulting Service Contract with Clear Creek Associates in the not to exceed amount of \$50,000, and would expire June 30, 2015 unless annually renewed by the Board of Directors for up to two years.

Respectfully submitted,

Warren Tenney
Assistant General Manager

I concur with the above recommendation.

Respectfully submitted,

Joseph Olsen, P.E.
General Manager

**MISCELLANEOUS WATER RESOURCES CONSULTING SERVICES
 SCORE SHEET**

FIRM'S NAME: _____
 SCORE'S NAME:
 DATE:

Selection Criteria/Justification (Include comments on how you justify your score)	Total Points Possible	Task 1 Score	Task 2 Score	Task 3 Score	Total Score
1) Project Understanding 5% of total score	6				
2) Project Approach 8% of total score	9				
3) Specific Project Approach 30% of total score	33				
4) Team Qualifications and Organization Experience 8% of total score	9				
5) Staff Experience 27% of total score	30				
5) Availability of Staff and Project Response Time 8% of total score	9				
6) Equipment 5% of total score	6				
SUB SCORE	102				
7) Report Example 7% of total score	8				
TOTAL SCORE	110				

TOTAL SCORES ON PROPOSALS
 (From Highest to Lowest)

Firm	Reviewer A	Reviewer B	Total Score	Rank
Clear Creek Associates	92	92	184	1
Golder Associates	70	81	151	2

TASK 1
TOTAL SCORES ON GROUNDWATER SUPPLY PORTION OF PROPOSALS
 (From Highest to Lowest)

Firm	Reviewer A	Reviewer B	Total Score	Rank
Clear Creek Associates	33	28	61	1
Golder Associates	25	27	52	2

TASK 2
TOTAL SCORES ON RECHARGE PORTION OF PROPOSALS
 (From Highest to Lowest)

Firm	Reviewer A	Reviewer B	Total Score	Rank
Clear Creek Associates	26	28	54	1
Golder Associates	17	28	45	2

TASK 3
TOTAL SCORES ON WQARF/WELLHEAD PROTECTION PORTION OF PROPOSALS
 (From Highest to Lowest)

Firm	Reviewer A	Reviewer B	Total Score	Rank
Clear Creek Associates	25	28	53	1
Golder Associates	20	19	39	2

REPORT EXAMPLE
 (From Highest to Lowest)

Firm	Reviewer A	Reviewer B	Total Score	Rank
Clear Creek Associates	8	8	16	1
Golder Associates	8	7	15	2