



Legislation Text

File #: 18-325, Version: 1

MEMORANDUM

TO: Board of Supervisors

FROM: Jan Coppinger, Special Districts Administrator

DATE: May 1, 2018

SUBJECT: Consideration of Proposals for Design Services for South Lakeport Water Project; and authorize Board Chair to Award contract to NEXGEN Utility Management, Inc. of Sacramento in the amount of \$49,200.00

EXECUTIVE SUMMARY: In preparation for securing funding to design and eventually construct water system improvements in the South Lakeport area Special Districts issued a Request for Proposals. The scope of the work was identified as reviewing and updating the previously completed Feasibility Study completed in 2012 and providing a prioritized analysis of the available alternatives in a Preliminary Engineering Report format.

The Request for Proposals was issued on February 5th to six firms: Brelje & Race Consulting Engineers, CH2M Engineering, Coastland Civil Engineering, NEXGEN Utility Management, Oscar Larson & Associates, and Ruzicka Associates Consulting Engineers. The RFP was also advertised at CIPLIST.com. Proposals were due to the department by Wednesday, March 14th and two proposals were received; NEXGEN Utility Management and Oscar Larson & Associates both submitted for the project. A Consultant Selection Board was convened to review, rate, and rank the proposals. The CSB recommended NEXGEN Utility Management as the most qualified firm.

Attached for consideration is the proposed contract with NEXGEN Utility Management in the amount of \$49,200 as well as a copy of their proposal.

FISCAL IMPACT: ___ None X Budgeted ___ Non-Budgeted
Estimated Cost: \$49,200
Amount Budgeted:
Additional Requested:
Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative): This is a project supported by County Administration and funded from Budget Unit 1778.

STAFFING IMPACT (if applicable): Administration of this project will require minimal interaction with Special Districts Administrative staff. No significant impact is anticipated.

RECOMMENDED ACTION: Consideration of Proposals for Design Services for South Lakeport Water Project; and authorize Board Chair to Award contract to NEXGEN Utility Management, Inc. of Sacramento in the amount of \$49,200.00