



Meeting Date: 11/16/10

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other

Prepared By: Anthony Emmert, Water Resources Manager *AE* Agenda Item No. **I-15**

Reviewed By: City Manager *[Signature]* City Attorney *SMF* Finance *[Signature]* Public Works *W.P.*

DATE: November 5, 2010

TO: City Council

FROM: Rob Roshanian, ^{*W.P.*} Interim Public Works Director
Public Works

SUBJECT: Second Amendment to the Consulting Services Agreement with A & N Technical Services, Inc for Professional Consulting Services to Develop and Prepare a Water Conservation Master Plan (Agreement No. 4631-08-PW)

RECOMMENDATION

That City Council approve and authorize the Mayor to execute a Second Amendment to the Consulting Services Agreement with A & N Technical Services, Inc. in the amount \$11,880 for a total not-to-exceed amount of \$261,880 to Develop and Prepare a Water Conservation Master Plan (Agreement No. 4631-08-PW).

DISCUSSION

The water supplies available to the City continue to become less reliable and more expensive. Because of this, the City is working with its utility customers to reduce their collective water demands through water conservation efforts, and is also working with other agencies in the region to develop new local water supplies, such as recycled water. The City's plans include significant water savings to be generated by its water conservation programs over the next few years. Water conservation efforts are typically less expensive per unit of water saved and more easily implemented than are large-scale capital projects.

In November 2008, the City's Finance Department Purchasing Division and Public Works Department Water Resources Division sent out a competitive Request for Proposals for Consulting Services in Water Conservation Planning. A panel of staff members reviewed written proposals and interviewed three (3) consulting firms. The panel determined A & N Technical Services, Inc. (A&N) to be the most qualified, and subsequently negotiated the final scope and fee for the work. In March 2009, the City awarded the Agreement Number 4631-08-PW to A & N. Over the past several months, A & N and City staff have been working to prepare a Water Conservation Master Plan (Master Plan) that will provide a road map for the City to follow in implementing the most cost-effective water conservation programs, in order to achieve its water demand reduction goals. The Utilities Task Force has recently

Second Amendment to Consulting Services Agreement with A & N Technical Services, Inc for Professional Consulting Services to Develop and Prepare a Water Conservation Master Plan (Agreement No. 4631-08-PW)

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reviewed the Master Plan and staff plans to bring the Master Plan to the City Council for approval within the next few weeks. Amendment Number 1 to the Agreement extended the termination date to February 2011.

A secondary purpose A & N's contract is to assist the City to comply with state statutes and regulations regarding its water conservation program. Assembly Bill 1420 (AB 1420) and Senate Bill 7 (SB 7) require certain new technical analyses of the City's water conservation achievements and plans. The proposed additional scope of work will be to conduct such a technical analysis of the City's current water conservation efforts and the proposed efforts included in the Master Plan, for submittal to the California Department of Water Resources in early January 2011. This will allow the City to remain eligible for funding for water-related grants and loans administered by state agencies. The estimated cost of the additional analysis is \$11,880, and must be completed within the next few weeks.

FINANCIAL IMPACT

The estimated cost of the Second Amendment is \$11,880 for a total not-to-exceed of \$261,880. Funds are available in Account No. 601-6010 to cover the cost of the Second Amendment.

RR:AAE:lc

Attachment #1- Second Amendment to Agreement 4631-08-PW

SECOND AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES

This Second Amendment ("Second Amendment") to the Agreement for Consulting Services ("Agreement") is made and entered into in the County of Ventura, State of California, this 16th day of November, 2010, by and between the City of Oxnard, a municipal corporation ("City"), and A & N Technical Services, Inc ("Consultant"). This Second Amendment amends the Agreement entered into on March 1, 2009, by City and Consultant. The Agreement previously has been amended on February 23, 2010, by a First Amendment.

City and Consultant agree that the Agreement is amended as follows:

1. In item 14, the figure "\$250,000" is deleted and replaced with the figure "\$261,880."
2. Exhibit A of the Agreement is supplemented by Exhibit A-1, attached hereto and incorporated herein by reference.
3. Exhibit B of the Agreement is supplemented by Exhibit B-1, attached hereto and incorporated herein by reference.
4. Exhibit C of the Agreement is supplemented by Exhibit C-1, attached hereto and incorporated herein by reference.
5. As so amended, the Agreement remains in full force and effect.

CITY OF OXNARD

CONSULTANT

Dr. Thomas E. Holden, Mayor



Thomas Chestnut
A & N Technical Services, Inc.

ATTEST;

APPROVED AS TO INSURANCE:

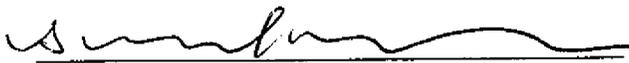
Daniel Martinez, City Clerk



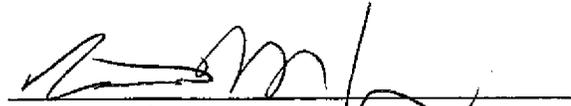
James Cameron, Risk Manager

APPROVED AS TO CONTENT:

APPROVED AS TO FORM:



Rob Roshanian, Interim Public Works Director



Alan Holmberg, City Attorney



Anthony Emmert, Water Resources Manager

EXHIBIT A-1

SCOPE OF WORK

Consultant will conduct a technical analysis of water conservation statutes, water savings targets, and historical water consumption requirements under Senate Bill 7 (SB 7) 20X2020 and the California Urban Water Conservation Council (CUWCC) 18X2018 Gallons per Capita per Day (GPCD) option. The analyses will quantify water conservation targets for the City of Oxnard. Conservation programs are a cost-effective way of attaining compliance and retaining eligibility for future state and federal project loans and grants.

The analysis will focus on two analytical subtasks:

1. Quantify compliance with water conservation statutes
2. Quantify water savings targets for the City of Oxnard

TASK 1: PER CAPITA WATER DEMAND DATA - \$5,060

This task will calculate the base daily per capita water use, and the interim and 2020 per capita water use targets using the methods described in SB7x7. To allow the City of Oxnard to easily evaluate the different baselines and GPCP targets, Consultant will embed the estimates in a spreadsheet model to automate the calculation of base daily per capita water use and 2020 targets. Each of the four baseline options will be displayed in a spreadsheet from which the City can select which option works best.

TASK 2: REQUIREMENTS FOR 20X2020 - \$6,820

In Task 2, Consultant will use the historical water use and population data compiled in Task 1 to calculate the service area's possible base daily per capita water use and GPCP targets allowed under SB7x7. Each of the GPCP targets will then be converted to required volumetric (acre-foot) savings. Expected passive savings and savings due to prior conservation programming will be netted out to estimate the savings that each target requires of portfolios of new conservation programs. Task 2 will additionally analyze how a 20 X 2020 target compliance would contribute toward complying with the CUWCC 18 X 2018 requirements.

DELIVERABLES:

- A spreadsheet-based 20X2020 Baseline and Target Calculator.
- A technical memorandum to explain the analysis.
- A presentation to present the analysis and answer questions.

EXHIBIT B-1
SCHEDULE OF WORK



A & N Technical Services, Inc.

City of Oxnard
Analysis of GPCD Requirements
Activity Schedule

Task	November				December			
	1	2	3	4	1	2	3	4
Task 1. Per Capita Water Demand Data								
Task 2. Requirements for SB7 20X2020, CUWCC 18X2018								

EXHIBIT C-1

SCHEDULE OF FEES

Budget:

The proposed budget for the Second Amendment is \$11,880. The project manager at the City of Oxnard has the authority to reallocate level of effort among the tasks and consulting staff as needed. Contractor anticipates that David Pekelney and Dana Holt will be the primary consultants working on this project. Consulting rates are as follows:

Thomas Chesnutt, Ph.D.	\$220/hr.
David Pekelney, Ph.D.	\$190/hr.
Dana Holt, M.S.	\$120/hr.
David Mitchell	\$190/hr



A & N Technical Services, Inc.

**City of Oxnard
Analysis of GPCD Requirements
Estimated Budget**

Task	Personnel	A&N Technical Services			M.Cubed	Total Hours	Subtotal by Task
		Tom Chesnutt	David Pekelney	Dana Holt	David Mitchell		
Task 1. Per Capita Water Demand Data	-	-	-	-	-	30	\$5,060
Task 2. Requirements for SB7 20X2020, CUWCC 18X2018	2	18	10	-	4	40	\$6,820
	-	-	-	-	-	0	\$0
	-	-	-	-	-	0.0	\$0
Total Hours		4.0	40.0	22.0	4	70.0	\$11,880
Billing Rate		\$220	\$190	\$120	\$190		
Labor Cost		\$880	\$7,600	\$2,640	\$760	\$11,880	
Total Budget						\$0	\$11,880