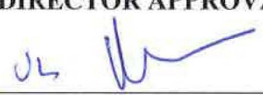


CITY OF MARYSVILLE AGENDA BILL
EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 4/11/2016

AGENDA ITEM: PSA Supplement No. 2, Water Comprehensive Plan Update	
PREPARED BY: Ryan Morrison, Project Engineer	DIRECTOR APPROVAL: 
DEPARTMENT: Public Works - Engineering	
ATTACHMENTS: PSA Supplement No. 2	
BUDGET CODE: 40143410.541000.1419	AMOUNT: \$29,920.00
SUMMARY:	

On June 23, 2014, the City entered into a Professional Services Agreement with RH2 Engineering, Inc. to provide the City with an update to the Water System Comprehensive Plan (WSP). During the development of the WSP additional work outside the existing scope of work has or will be required increasing the cost of services performed under the agreement and extending the time of completion. The additional work is defined in Exhibit A1 of the attached PSA Supplemental Agreement and includes the following:

1. Further analysis of the recently acquired PUD infrastructure in the Sunnyside area as a result of incomplete PUD as-built information. Additional testing was required in this area to gather more information and to accurately calibrate the water model to represent the water system.
2. A recent Agreement with the City of Arlington changed Marysville's Water Service Area. This change requires updates to already created water system plan figures and planning analysis.
3. Upon completion of the WSP Update the Department of Health (DOH), County, Department of Ecology (DOE) and adjacent water systems have 90 days in which to provide comments. The original Scope of Work did not include the associated time or costs for review or the subsequent 90 days that the City will have to prepare any documentation or responses to comments by said Departments and jurisdictions.

RECOMMENDED ACTION: Staff recommends that Council authorize the Mayor to sign and execute the PSA Supplement No. 2, Water Comprehensive Plan Update.
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**SUPPLEMENTAL AGREEMENT NO. 2
TO
PROFESSIONAL SERVICES AGREEMENT
FOR CITY OF MARYSVILLE
RH2 Engineering, Inc.**

This Supplemental Agreement No. 2 is made and entered into on the ____ day of _____, 2016, between the City of Marysville, hereinafter called the "City" and RH2 Engineering Inc., hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for updating the City's Water Comprehensive Plan, hereinafter called the "Project," and said Agreement being dated June, 23, 2014; and

WHEREAS, both parties desire to supplement said Agreement by expanding the Scope of Services as described in Exhibit A1, to extend the time of completion to December 31, 2016 and to amend the total amount payable for this agreement.

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services dated June 23, 2014 shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A1, attached hereto and by this reference made part of this Supplemental Agreement No. 2.

2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph VI.1 Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$29,920.00 and shall read as follows: "....shall total payment under this agreement exceed \$248,137.00."

PROFESSIONAL SERVICES AGREEMENT – Supplemental - Page 1 of 2

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The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	<u>\$218,217.00</u>
Supplemental Agreement No.1	<u>\$0.00</u>
Supplemental Agreement No.2	<u>\$29,920.00</u>
Grand Total	<u>\$248,137.00</u>

3. Article III, Section III.3 of the Original Agreement, Term, is amended to add that the parties agree to extend the term of the agreement to terminate at midnight December 31, 2016.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 2 as of the day and year first above written.

CITY OF MARYSVILLE

RH2 ENGINEERING, INC.

By: _____
Jon Nehring, Mayor

By: _____
Its _____

ATTEST/AUTHENTICATED:

April O'Brien, Deputy City Clerk

APPROVED AS TO FORM:

Jon Walker, City Attorney

EXHIBIT A1
Scope of Work
Amendment No. 2
City of Marysville
Water System Plan Update
April 2016

Background

The draft of the City of Marysville's (City) Water System Plan (WSP) Update is nearing completion and submittal to the Washington State Department of Health (DOH), Snohomish County (County), City of Everett, Snohomish County Public Utility District (PUD), Tulalip Tribes, and other adjacent water purveyors for their review and comment. A contract amendment is necessary for the final phase of the project, which is to update the draft WSP based on comments provided by these review agencies and to address several additional items for the WSP project. These items are discussed below.

Marysville/Arlington Water Service Area Change

In February 2016, the City and the City of Arlington executed a Water Service Area Change Agreement. The Agreement transferred a portion of the City's service area to the City of Arlington, and, therefore modifies the water system planning area for both utilities. Revisions to the City's draft WSP are necessary to address this service area adjustment, which include updating the place of use for the City's water rights, revisions to water system plan figures depicting the service area, and revisions to the future planning evaluation for this area.

Additional Water Model Calibration

In 2014, the City began providing water service to the Soper Hill annexation area following the transfer of the water distribution facilities from the PUD to the City. Since this time, the City has discovered inconsistencies in as-builts, hydraulic model files, and operational data provided by the PUD for the water distribution facilities in the transfer area. Some of the inconsistencies that have been discovered included incorrect piping configurations, or diameters and differing pressure reducing valve (PRV) set points. These inconsistencies required additional effort to calibrate the hydraulic model, and coordination with the City to confirm the actual configuration and physical attributes of the water distribution facilities transfer area. Additional site visits were also required to perform hydrant flow tests to confirm conflicting data where other research was inconclusive.

Agency Review Revisions

The original Scope of Work for the development of the City's WSP included tasks necessary to prepare the initial draft submittal of the document to the DOH, County, City of Everett, the PUD, Tulalip Tribes, and other adjacent water purveyors. The number of comments, meetings, and required WSP modifications from the review by regulatory agencies and adjacent water purveyors is difficult to predict. RH2 Engineering, Inc., (RH2) has prepared this Scope of Work and Fee Estimate for the final phase of the WSP project, based on typical levels of effort required to address review comments. If an unusual number of comments are received, or the scope of the comments are excessive, RH2 will coordinate with the City to determine the next steps.

Task 1 – WSP Updates for Service Area Transfer

Objective: Update WSP elements that are affected by the transfer of water service area to the City of Arlington.

Approach:

- 1.1 Revise the water service area boundary shown on the following figures: Existing Water System; Service Area and Adjacent Systems; Land Use; Critical Areas; Available Fire Flow; Existing System Pressure; and Proposed Water System Improvements.
- 1.2 Add a description of the water service area transfer to Chapter 2, and revise the service area description in Chapters 1 and 2. Discuss with the City the timing for transfer of the water distribution facilities in the transfer area and customer billing.
- 1.3 Update the land use calculations for the water service area presented in Chapter 3.
- 1.4 Revise the population projections and water demand projections in Chapters 3 and 4 to exclude growth allocated to the transfer area.
- 1.5 Revise the water rights analysis in Chapter 6 and the water system analyses tables in Chapter 7, based on the updated water demand projections.
- 1.6 Update the demand allocation and distribution system in the hydraulic model to remove the transfer area in the 6-year, 10-year, and 20-year model scenarios.

RH2 Deliverables:

- Revisions to Chapters 1, 2, 3, 4, 6, and 7.

Task 2 – Additional Water Model Calibration

Objective: Perform additional calibration of the hydraulic model, focusing primarily on the Soper Hill area, to address inconsistencies between field hydrant flow testing, the hydraulic model, as-builts, and operational information provided by the PUD.

Approach:

- 2.1 Coordinate with the City to review system information and identify sources of inconsistencies between field hydrant flow testing, the hydraulic model, as-builts, and operational information provided by the PUD.
- 2.2 Perform additional field hydrant flow tests to further investigate and confirm the water system operation and configuration. Hydrant flow tests will primarily focus on the Soper Hill area of the water system.
- 2.3 Perform additional hydraulic model calibration analyses using the data collected during the additional field hydrant flow tests. Sensitivity analyses will be performed to identify potential conflicts.

RH2 Deliverables:

- Calibrated hydraulic water model for steady-state and extended period simulations.

Task 3 – Agency Review Revisions

Objective: Revise the WSP, per DOH, Snohomish County, and adjacent purveyor review comments.

Approach:

- 3.1 Modify the cover, title sheet, and table of contents to reflect the final WSP.
- 3.2 Revise the WSP to address review comments provided by DOH, Snohomish County, and adjacent purveyors.
- 3.3 Prepare response letters to each agency that provided review comments to summarize how each comment was addressed and the location of the associated responses in the update to the WSP.
- 3.4 Prepare PDFs for the final WSP document. Produce CDs of the digital WSP for transmittal to the City.
- 3.5 Produce copies of the revised WSP pages for inclusion with the draft WSP sent to review agencies. Prepare three (3) complete hard copies of the final WSP for the City. Transmit the final WSP insertion pages to the agencies.

Assumptions: *The number of review comments are difficult to predict and is highly variable. An initial allocation of twenty-four (24) hours has been included in this task for revisions to the WSP chapters based on agency and adjacent purveyor review comments. This allocation is based on typical levels of review comments received for WSP efforts. If an unusual number of comments are received, or the scope of the comments are excessive, RH2 will coordinate with the City to determine the next steps. This may include a scope amendment to address the comments.*

RH2 Deliverables:

- CD containing the digital version of the final WSP.
- Three (3) hard copies of the final WSP for the City's use.
- Insertion pages for the final WSP, transmitted to each review agency.

EXHIBIT B
City of Marysville
Water System Plan Update
Amendment No. 2

Estimate of Time and Expense

	Total Hours	Total Labor	Total Expense	Total Cost
<i>Task 1 WSP Updates for Service Area Transfer</i>	35	\$5,443	\$587	\$6,030
<i>Task 2 Additional Water Model Calibration</i>	75	\$12,536	\$771	\$13,307
<i>Task 3 Agency Review Revisions</i>	56	\$8,347	\$2,236	\$10,583
PROJECT TOTAL	166	\$26,326	\$3,594	\$29,920

EXHIBIT C (
RH2 ENGINEERING, INC.
2016 SCHEDULE OF RATES AND CHARGES

RATE LIST	RATE	UNIT
Professional I	\$137	\$/hr
Professional II	\$150	\$/hr
Professional III	\$159	\$/hr
Professional IV	\$170	\$/hr
Professional V	\$180	\$/hr
Professional VI	\$189	\$/hr
Professional VII	\$204	\$/hr
Professional VIII	\$213	\$/hr
Professional IX	\$213	\$/hr
Technician I	\$96	\$/hr
Technician II	\$101	\$/hr
Technician III	\$129	\$/hr
Technician IV	\$137	\$/hr
Administrative I	\$65	\$/hr
Administrative II	\$77	\$/hr
Administrative III	\$92	\$/hr
Administrative IV	\$108	\$/hr
Administrative V	\$128	\$/hr
CAD/GIS System	\$27.50	\$/hr
CAD Plots - Half Size	\$2.50	price per plot
CAD Plots - Full Size	\$10.00	price per plot
CAD Plots - Large	\$25.00	price per plot
Copies (bw) 8.5" X 11"	\$0.09	price per copy
Copies (bw) 8.5" X 14"	\$0.14	price per copy
Copies (bw) 11" X 17"	\$0.20	price per copy
Copies (color) 8.5" X 11"	\$0.90	price per copy
Copies (color) 8.5" X 14"	\$1.20	price per copy
Copies (color) 11" X 17"	\$2.00	price per copy
Technology Charge	2.50%	% of Direct Labor
Mileage	\$0.540	price per mile (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	