

County Of Sonoma Agenda Item Summary Report

Clerk of the Board Use Only

Meeting Date

Held Until

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Agenda Item No:

Agenda Item No:

Department: Sonoma County Water Agency, Occidental, Russian River, and Sonoma Valley County Sanitation Districts

4/5 Vote Not Required

Contact:
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Board Date:
9/22/2009

Deadline for Board Action:

AGENDA SHORT TITLE:

Agreements for Electrical Engineering As-Needed Services

REQUESTED BOARD ACTION:

Concurrent Actions to:

1. Authorize the Chair to execute the Agreement between the Sonoma County Water Agency, Occidental, Russian River, and Sonoma Valley County Sanitation Districts, and HDR Engineering, Inc. (HDR) for electrical engineering as-needed services for three years: from October 1, 2009 to September 30, 2012 (\$45,000).
2. Authorize the Agency's General Manager/Chief Engineer to amend the HDR Agreement provided amendments do not cumulatively increase the total cost to the Agency and Districts by more than \$25,000 and do not substantially change the scope of work.
3. Authorize the Chair to execute the Agreement between the Sonoma County Water Agency, Occidental, Russian River, and Sonoma Valley County Sanitation Districts, and Winzler and Kelly, Inc. for electrical engineering as-needed services for three years: from October 1, 2009 to September 30, 2012 (\$45,000).
4. Authorize the Agency's General Manager/Chief Engineer to amend the Winzler and Kelly, Inc. Agreement provided amendments do not cumulatively increase the total cost to the Agency and Districts by more than \$25,000 and do not substantially change the scope of work.

CURRENT FISCAL YEAR FINANCIAL IMPACT

EXPENDITURES:

ADDITIONAL FUNDS REQUIRING BOARD APPROVAL:

Estimated Cost	\$30,000	Contingencies (Fund Name:)	\$0
Amount Budgeted	\$30,000	Unanticipated Revenue (Source:)	\$0
Other Available Appropriations (Explain Below)	\$0	Other Transfers (Source:)	\$0
Additional Requested	\$0	Additional Funds Requested	\$0

Explanation (if required):

Fiscal Year 2009/2010 - \$15,000 each Consultant; Fiscal Year 2010/2011 - \$15,000 each Consultant; Fiscal Year 2011/2012 - \$15,000 each Consultant. For a total of \$90,000 for the three years.

Prior Board Action:

09/19/06 Agreement for Electrical Engineering As-Needed Services.

Alternatives – Results of Non-Approval: None.

Background:

The Sonoma County Water Agency (Agency) is responsible for the design, operation, and maintenance of flood control, water transmission facilities, Warm Springs Dam hydroelectric plant, and for affiliated sanitation districts and zones. All of these facilities require specialized electrical engineering services, such as drawings and maintenance. Because the Agency does not have the capacity to perform all of this work in house, it is cost effective to hire outside consultants to perform these highly technical and specialized services on an as-needed basis.

The Agency proposes to hire Consultants for these services on an as-needed basis for a period of 3 years. Under the agreement, Consultants shall provide electrical engineering services requested by the Agency relating to the Agency's power generation facilities, potable water production and treatment facilities, wastewater treatment facilities, and miscellaneous buildings. The work shall include technical design expertise for maintenance and troubleshooting of various pieces of electrical equipment and systems. The equipment serviced will include but is not limited to hydro generators, diesel generators, motor control centers, switchgear, transformers, substations, motors, system controls, renewable energy sources, and variable frequency drives. In addition, Consultants may be asked to assist with the design of capital improvement projects by conducting design reports, load and short circuit studies, reviewing contract specifications and drawings and providing recommendations. Consultants may also be asked to assist with standardizing Agency drawings and specifications.

The Agency sent a Request for Qualifications to five firms. Winzler and Kelly, Inc., HDR Engineering, Inc. and WHK Engineering, Inc. responded to the Request for Qualification, HDR Engineering, Inc. and Winzler and Kelly, Inc. each were selected to perform as-needed services because of their extensive background in electrical design and equipment, large staff, and their familiarity with Agency's equipment and operations. They both have completed numerous projects for the Agency and have excellent reputations.

The cost of the contract is set at a not-to-exceed limit of \$15,000 per vendor per year, for a total of \$30,000 per year, and a total of \$90,000 over the course of the 3-year agreement.

Attachments: None

On File With Clerk: Agreements (4 copies each)

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Board Action (If other than "Requested")

Vote: