



Staff Report

TO: City Council
FROM: Thaxton Van Belle, Director of Water Reclamation
DATE: August 15, 2023
SUBJECT: Award a Professional Services Agreement in an Amount Not-to-Exceed \$997,160 to Tom Dodson & Associates for the Preparation of an Adaptive Management and Mitigation Plan

Description Prepare an Adaptive Management and Mitigation Plan as part of the process of implementing a recycled water program.

Background and Analysis:

The purpose of this Adaptive Management and Mitigation Plan (AMMP) is to provide a framework for implementing the City of Beaumont (City) recycled water program with flows from the City's wastewater reclamation plant, currently discharging to Cooper's Creek.

On June 8, 2023, staff released a request for proposals (RFP) for an Adaptive Management and Mitigation Plan. The time frame for responses was extended two weeks after feedback through the bid portal site. A total of thirty-five (35) firms accessed the proposal. Upon closing of the RFP on July 25, 2023, the City received a single proposal from Tom Dodson & Associates.

Staff has reviewed the proposal from Tom Dodson & Associates and found it complete with additional recommended elements for time savings and completeness. Tom Dodson & Associates has substantial experience in this narrow field with solid references and recommendations from peers. Staff interviewed the firm and its partners on August 10, 2023, and found them to be knowledgeable and committed to the City's goals.

Tom Dodson & Associates proposed a three (3) phase approach to the project. The first phase consists of characterizing historical and current conditions to support the development of the AMMP. The second phase is a feasibility assessment incorporating the first phase findings and implementation of baseline monitoring. The third phase is the preparation of the AMMP and the continuation of baseline monitoring.

The proposal was presented to the RFP subcommittee for their approval.

Tom Dodson & Associates provided pricing with the following table that includes three phases to complete.

	Recommended Budget for Tasks Performed
Phase 1	\$267,160
Phase 2	\$589,000
Phase 3	\$141,000
Total	\$997,160

Fiscal Impact:

The estimated cost to prepare this report is \$350.

The cost for the Adaptive Management and Mitigation Plan will be paid using recycled water capacity fees from CIP WW-14 which has a total allocation of \$2,100,000.

WW-14 Adaptive Management and Mitigation Plan Project Accounting Summary				
Funding Summary				
Funding Year	Funding Source	Amount		
23/24	Recycled Water DIF	\$2,100,000		
Total Project Funding =				\$2,100,000
Budget Summary				
Project Component	Budget	Encumbered	Paid to Date	Remaining Budget
Project Management	\$2,100,000	\$0	\$0	\$2,100,000
Preliminary Services	\$0	\$0	\$0	\$0
Environmental	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Permits	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
Project Summary Totals	\$2,100,000	\$0	\$0	\$2,100,000

Recommended Action:

Authorize the Mayor to execute a Professional Services Agreement with Tom Dodson & Associates for an Adaptive Management and Mitigation Plan in an amount not to exceed \$997,160.

Attachments:

- A. RFP for Adaptive Management and Mitigation Plan
- B. Professional Services Agreement
- C. Tom Dodson & Associates Proposal
- D. Levine Act – Conflict of Interest Disclosure