Ivins City Staff Report
City Council Meeting 12/17/15

Agenda Item: Approval of expenditure for engineering services to prepare Combined User Rate Plan for the following utilities: Culinary Water, Irrigation, Wastewater, and Storm Water.

Submitted by: Thomas J Jorgensen, P.E., Assistant Public Works Director

Recommended City Council Action:
Approve expenditure of $14,699 for engineering services to prepare Combined User Rate Plan plus an additional $5,301 for contingency for a total of $20,000

BACKGROUND:
Ivins City needs to update the user rates for the following utilities: Culinary Water, Irrigation, Wastewater, and Storm Water. Staff has submitted a request for proposals (RFP) for professional services to several firms to receive quotes to prepare a plan. Additional details are identified in the attached RFP.

FINDINGS AND ANALYSIS:
We received three proposals where the costs are summarized below:

	Combined User Rate Plan	Potential Discount *	Cost w/ Discount
Alpha Engineering & Zions Bank	$36,409	$1,820	$34,589
Bowen Collins & Associates	$16,199	$1,500	$14,699
Sunrise Engineering	$23,300	$2,200	$21,100

*amount that each firm was willing to discount if they were awarded multiple contracts due to increased efficiencies

Due to the high degree of specialty required for preparing user rates, qualifications were evaluated by staff prior to review of the cost proposals. Once the proposals were scored by qualifications, preparation costs were evaluated as shown in the table above. Staff has evaluated the proposals and determined that Bowen Collins & Associates had the best qualifications as well as reasonable pricing. Staff recommends selection of BC&A and requests a total expenditure of $20,000, which includes a contingency of $5,301 to help account for possible unforeseen expenditures during the planning process.

SUPPORT MATERIALS:
- Request for Proposals
- Bowen Collins & Associates Proposal

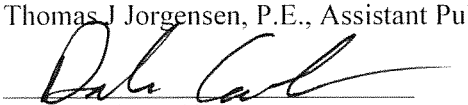
FINANCIAL IMPACT:
The expense has been budgeted, and will be divided between each of the following utilities:
GL 51-42-840: $4,000 (Culinary Water)
GL 51-42-841: $4,000 (Irrigation)
GL 52-42-875: $4,000 (Sewer)
GL 53-42-876: $4,000 (Storm Water)

Respectfully Submitted:



Thomas J Jorgensen, P.E., Assistant Public Works Director

Content Review:



Dale Coulam, City Manager