



Report to Board of Trustees

Date: 9/23/2013

Re: Water System Plan - 2014

WAC 246-290-100 (1) (a) (b) requires all public water system to: demonstrate the system's operational, technical, managerial, and financial capability to achieve and maintain compliance with relevant local, state, and federal plans and regulations and demonstrate how the water system will address present and future needs in a manner consistent with other plans and local, state and federal laws, including applicable land use plans.

WAC 246-290-100 (3) states that water system will develop water system plans to demonstrate compliance with the above requirements.

WAC 246-290-100 (9) states that water system plans will be updated every 6 years.

Surfside's current water system plan was completed in 2008. An updated water system plan will be needed in 2014.

Gray and Osborne prepared the 2008 water system plan.

The water system manager contacted Gray and Osborne for a quote to update Surfside's water system for budgeting purposes.

Mike Johnson, Gray and Osborne engineer, provided the water system manager a quote of \$47,025 to prepare a water system plan. Mr. Johnson provided information that could reduce that number¹.

The water system manager recommends the budget committee use \$50,000 amount for the budget and that a negotiation process be used with engineering firms to obtain the best value for money spent on a water system plan update in 2014.

¹ Please see attached e-mail

Bill Neal

From: Mike Johnson <mjohnson@g-o.com>
Sent: Tuesday, August 6, 2013 9:43 AM
To: Bill Neal
Subject: Re: Water System Plans
Attachments: NBWD WSP Update Exhibit B.xls; Surfside WSP Update Exhibit B.xls; _Certification_.htm

Bill,

Per your request, I reviewed the last NBWD water system plan and the last Surfside water system and put together the attached budget level cost estimates to prepare updated water system plans for each entity. If completed individually, I would estimate that the Surfside plan would cost approximately \$47,000 to prepare and the North Beach plan would cost approximately \$61,000 to prepare. If completed at the same time I would estimate that the Surfside plan would cost approximately \$44,000 to prepare and the North Beach plan would cost approximately \$58,000 to prepare. Each entity would save approximately \$3,000 for a total of \$6,000 if the plans were completed at the same time due to cost savings in travel time and developing planning data from Pacific County. The Surfside plan would cost a little bit less for us to prepare than the North Beach plan since we have electronic files and figures for Surfside from the last plan that could be used as a base for completing the new plan.

Please let me know if you have any questions or would like any additional information.

Mike

From: Bill Neal [mailto:bneal@northbeachwater.com]
To: Mike Johnson [mailto:mjohnson@g-o.com]
Cc: Laura Frazier [mailto:laura@surfsideonline.org], Kirby Smith [mailto:ksmith@surfsideonline.org]
Sent: Tue, 30 Jul 2013 09:48:09 -0800
Subject: Water System Plans

Mike,

I am working on the Surfside and NBWD 2014 budget. Surfside and NBWD both need to update their Water System Plans in 2014. Could you provide budget numbers to prepare water system plans for Surfside and NBWD separately as well as an estimated cost savings if Surfside and North Beach Water District contracted you to prepare both plans as one project?

I envision that both plans will be formatted the same and that I would be the project manager for both plans. I would also expect separate contracts and invoicing for Surfside and NBWD. Surfside and NBWD will both agree to cooperate with Gray and Osborne in preparing the plans in tandem.

I understand that the project manager can have a large impact on the overall cost of updating a plan. As you are aware I have experience in planning and have managed many water system plan projects. I can assure you my participation will facilitate not frustrate the planning process.

Cost savings is important to Surfside and NBWD. Surfside and NBWD both understand that a water system plan that is comprehensive, well thought out, and adheres to proven and professional principles will provide an ongoing cost savings throughout the life of the plan. The idea is not to skimp on the planning process but to make the best use of time and effort and to benefit from economies of scale. Our goal is to prepare a high quality plan at the most reasonable cost.

Please call me if you have any questions concerning this request.

William "Bill" Neal
General Manager
North Beach Water District
www.northbeachwater.com

EXHIBIT "B"

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST
*Surfside - Water System Plan Update***

TASKS	Principal Hours	Project Mgr. Hours	Civil Eng. Hours	CADD Tech. Hours
Milestone 1				
Data Collection and Review	1	4	4	
Chapter 1 - System Background		2	4	16
Chapter 2 - Planning and Projections	1	4	20	
Milestone 2				
Chapter 3 - System Analysis	2	16	60	16
Chapter 4 - Water Use Efficiency	1	3	12	
Milestone 3				
Chapter 5 - Source Protection	1	2	8	8
Chapter 6 - Operations Program	1	2	4	
Chapter 7 - Design and Construction Standards	1	1	2	4
Milestone 4				
Chapter 8 - Improvement Program	1	4	20	8
Chapter 9 - Financial Program	1	12	24	
SEPA		1	4	
Milestone 5				
Complete Draft Plan	1	4	8	4
Milestone 6				
Complete Final Plan	1	2	4	4
QA/QC	8	4	4	
Meetings		32	24	
Hour Estimate:	20	93	202	60
Fully Burdened Billing Rate Range:*	\$112 to \$188	\$112 to \$188	\$75 to \$130	\$45 to \$85
Estimated Fully Burdened Billing Rate:*	\$165	\$145	\$120	\$65
Fully Burdened Labor Cost:	\$3,300	\$13,485	\$24,240	\$3,900

Total Fully Burdened Labor Cost:	\$44,925
Direct Non-Salary Cost:	
Mileage & Expenses (Mileage @ \$0.56/mile)	\$600
Printing	\$1,500

Prepared by Gray Osborne, Inc.

TOTAL ESTIMATED COST: \$47,025