



DATE: October 21, 2024

TO: President and Members of the Estero Municipal Improvement District (EMID) Board of Directors

VIA: Stefan Chatwin, District Manager
Marlene Subhashini, Assistant District Manager

FROM: Andrew Brozyna, Director of Public Works
Laura Galli, Engineering Manager
Francine Magno, Senior Civil Engineer
Claire McWilliams, Assistant Engineer

DEPARTMENT: Public Works Department

SUBJECT: REQUEST FOR PROPOSALS FOR PROFESSIONAL
ENGINEERING SERVICES – WATER MAIN CONDITION
ASSESSMENT PROJECT (CIP 405-723)

RECOMMENDATION

It is recommended that the Board of Directors of the Estero Municipal Improvement District (EMID) adopt the attached resolution authorizing the issuance of the attached Request for Proposals (RFP) for professional engineering services for the Water Main Condition Assessment Project (CIP 405-723), authorizing the initiation of the consultant selection process for the RFP, and finding that the project is exempt pursuant to the California Environmental Quality Act (CEQA).

EXECUTIVE SUMMARY

CIP 405-723 is part of a long-term, continued effort to provide quality facilities and infrastructure through periodic monitoring of the District's water transmission main and distribution system, supporting its overall condition and functionality. In 2005, the District completed a Water Main Condition Assessment to assess condition of the District's 24-inch water transmission main. At the time, the results of the assessment showed no appreciable internal or external corrosion of the main. In 2020, the District completed a 20-year Water System Master Plan in which it was recommended that the

District perform a follow up assessment of the water transmission main within 5 years of the plan's adoption.

The attached RFP provides for professional engineering services to make recommendations for various testing methods, perform investigations, document results, and provide recommended repairs and improvements. The attached resolution authorizes staff to issue the RFP and initiate the consultant selection process. Staff anticipates the award of an agreement will be considered for approval by the EMID Board in December 2024.

Funding in the amount of \$250,000 is available in the approved budget for the project.

BACKGROUND

The District's 24-inch cement mortar lined and coated steel water transmission main was constructed in 1962 and is the District's sole means of water transmission. It connects to the water supply provided by San Francisco Public Utilities Commission's (SFPUC) turnout on Crystal Springs Road in San Mateo and runs for four miles through the City of San Mateo before reaching Foster City. A condition assessment of the transmission main and other steel mains that comprise the backbone of the District's water system was performed by Corpro Companies, Inc. in 2005. Various inspections, which included internal and external surveys, were performed on representative samples of the District's steel mains. At the time, the District's water transmission main was determined to be in very good condition. In the 2020 Water Distribution System Master Plan, it was recommended that the water transmission main be re-assessed within the next 5 years. The City's 5-year CIP program included funding to address a follow-up assessment in FY25-26.

On April 7, 2024, the District's water main experienced a break along E. Third Avenue, north of Foster City Boulevard near Anchor Road. Emergency work was performed to fix the break, and it was repaired within 48 hours. This event highlighted the vulnerability of the water system in the event of major break resulting in an extended emergency. Due to the criticality of this water main, staff reprioritized this project by moving it up by one year in the CIP program, from FY25-26 to FY24-25.

ANALYSIS

The District is seeking proposals from qualified firms to provide professional engineering services to perform inspection services and assess the condition of its water transmission main. The selected firms will be required to have completed similar projects and possess relevant experience. Staff will review the submitted proposals per a qualification-based selection process.

The attached RFP describes the scope of services in detail that will be requested. The scope of services consists of two phases, with consideration for additional work:

1. The first phase includes an investigation of the April 2024 water main break, identification of other potential vulnerabilities that may be prone to future failure on the transmission main, and the development of a report that evaluates and recommends testing methods based on current available technologies that will be most effective to assess the current condition of the rest of the District's water transmission main.
2. In the second phase, the consultant will perform the recommended testing methods from Phase 1 and the prepare a technical memorandum summarizing the findings, outlining improvement recommendations and prioritizing improvement projects with rough order of magnitude cost estimates for future CIP budgeting purposes.

The selection process will consider the consultant team's relevant experience with preparing construction documents to address water main condition assessment findings. Depending on the extent, urgency, and type of improvements recommended, staff may recommend engaging the consultant for the preparation of plans, specifications and construction cost estimates for the repair of urgent areas of concern. At that time, a proposal for those services will be requested and an Amendment issued based on the level of effort. Other recommended repairs as a result of the water main condition assessment will become future projects to be added to the District's capital improvement program.

With the District Board's approval of the attached resolution, staff will issue the RFP and initiate the consultant selection process. The proposal submittal deadline is November 20, 2024. Following evaluation of the proposals, staff will negotiate a reasonable fee amount with the selected consultant. It is anticipated that a consultant award of agreement will be brought to the EMID Board for consideration in December 2024.

CEQA

Categorically Exempt pursuant to CEQA Guidelines Section 15301(b) – Existing Facilities

FISCAL IMPACT

There are no costs associated with the issuance of the RFP.

CIP 405-723 is funded by the Water Enterprise Fund and Water Connection Fees Fund. Adequate funding in the amount of \$250,000 is available in the current approved budget to perform these services. Recommended repairs result from the water main condition assessment will become future projects to be added to the District's CIP program and funded separately.

CITY COUNCIL VISION, MISSION, AND VALUE/PRIORITY AREA

Infrastructure and Facilities

ATTACHMENTS:

Attachment 1 – EMID Resolution

Attachment 2 – Request for Proposals (RFP)