



SUMMARY REPORT

Agenda Date: 5/6/2025

To: Board of Directors, Sonoma County Water Agency and Russian River County Sanitation District
Department or Agency Name(s): Sonoma County Water Agency and Russian River County Sanitation District
Staff Name and Phone Number: Nazareth Tesfai 707-521-1835
Vote Requirement: Majority
Supervisory District(s): Fourth and Fifth

Title:

Master Planning Services for Russian River County Sanitation District and Geyserville Sanitation Zone
Amended Agreement with Woodard & Curran, Inc.

Recommended Action:

Authorize Sonoma County Water Agency's General Manager acting on behalf of Sonoma County Water Agency and Russian River County Sanitation District to execute the First Amended and Restated Agreement for Sanitation Master Planning with Woodard & Curran, Inc., in substantially the form as the draft presented to this Board. The amended agreement increases the amount by \$103,000, expands the scope of work to include additional modeling and evaluation, and extends the agreement term by one year for a new not-to-exceed agreement total of \$588,000 and end date of September 30, 2027. (Fourth and Fifth Districts)

Executive Summary:

Sonoma County Water Agency (Sonoma Water) and Russian River County Sanitation District (District) selected Woodard & Curran, Inc. (Consultant) to prepare master plans for Geyserville Sanitation Zone (Zone) and District treatment plants, collection systems, and reclamation systems, enabling coordination and prioritization for recommended improvements and informing future District and Zone rates.

Discussion:

HISTORY OF ITEM/BACKGROUND

Sonoma County Water Agency owns, operates, and manages Zone, and operates and manages District.

In support of efforts to protect public health and water quality, while also meeting the challenges of serving an increasing population and regulatory requirements with aging facilities, Sonoma Water is working toward creating a master plan for each wastewater facility it manages.

The goal is to develop comprehensive master plans that enable Sonoma Water to strategically plan and budget for the implementation of wastewater system improvements to maintain reliable and efficient collection, treatment, storage, and disposal or reuse for current and future demand, growth, regulations, and emergency situations.

The wastewater system master plans will provide an overall plan to cost-effectively coordinate and prioritize recommended improvements that consider past studies, completed improvements, and potential future improvements to maintain system reliability, address current and potential regulatory requirements, and

enhance treatment plant performance to reduce operational costs and incorporate process enhancements.

Sonoma Water requires the assistance of qualified consultants to provide master planning services and to execute special studies that aid in the master planning effort for District and Zone.

Consultant has completed the following technical memorandums in the District master planning process: goals and objectives, flows and loads analysis, and regulatory analysis. For the Zone master planning process, goals and objectives have been completed and Consultant is currently working on model calibration.

Sonoma Water and Consultant entered into an agreement for sanitation master planning, dated December 1, 2023, in the amount of \$485,000.

SELECTION PROCESS

Consultant was selected from a list of qualified consultants developed from a competitive selection process. Attached is a memo that explains the competitive selection process.

Consultant was selected for the subject work because of its extensive master planning experience and project management proficiency.

SERVICES TO BE PERFORMED

Under the proposed amended agreement, Consultant will continue to conduct condition assessments and studies and develop master plans for Zone and District treatment plants, collection systems, and reclamation systems.

Sonoma Water is proposing to amend the agreement to provide additional storm-related modeling for future climate resilience, treatment plant process evaluations, and an additional workshop to report on master plan status and gather comments from Sonoma Water.

The additional cost under the proposed agreement is \$103,000, for a new not-to-exceed agreement total of \$588,000. The new end date is September 30, 2027.

County of Sonoma Strategic Plan Alignment:

N/A

Sonoma Water Strategic Plan Alignment

Goal: Planning and Infrastructure

Strategy: Conduct planning that integrates and balances operational, maintenance, and infrastructure priorities.

Action: Continue to engage in planning efforts to support reliable wastewater and flood management services.

The master plans will generate a prioritized project plan and implementation schedule that will inform future rate studies, improve operational reliability, and consider upcoming regulatory requirements of the District and Zone.

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Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

09/12/2023: Approved agreement between Sonoma Water and Woodard & Curran for sanitation master planning. Cost \$485,000; term end September 30, 2026.

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses	\$103,000		
Additional Appropriation Requested			
Total Expenditures	\$103,000		
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$103,000		
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$103,000		

Narrative Explanation of Fiscal Impacts:

Budgeted amount of \$86,000 is available from FY 2024/2025 appropriations for the Geyserville Sanitation Zone fund, and \$17,000 for the Russian River County Sanitation District fund. No additional appropriation is required.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1: Amended Agreement with Woodard and Curran

Attachment 2: Consultant Selection Memo

Related Items “On File” with the Clerk of the Board:

Agenda Date: 5/6/2025

None.