



## Legislation Text

---

**File #:** 2020-0420, **Version:** 1

---

**To:** Boards of Directors, Sonoma County Water Agency and Sonoma Valley County Sanitation District  
**Department or Agency Name(s):** Sonoma County Water Agency and Sonoma Valley County Sanitation District  
**Staff Name and Phone Number:** Kevin Booker / 707-521-1865  
**Vote Requirement:** Majority  
**Supervisory District(s):** First, Third and Fourth

**Title:**

Water Agency Preparation of Emergency Action Plans

**Recommended Action:**

- A) Authorize Sonoma County Water Agency's General Manager to execute an agreement with Brelje & Race Consulting Engineers for preparation of Emergency Action Plans for dams within Flood Control Zone 1A and the Airport/Larkfield/Wikiup Sanitation Zone reclamation reservoirs and related services through June 30, 2021 in the not-to-exceed amount of \$200,000.
- B) Authorize Sonoma County Water Agency's General Manager acting on behalf of Sonoma Valley County Sanitation District to execute an agreement with Brelje & Race Consulting Engineers for preparation of Emergency Action Plans for Sonoma Valley County Sanitation District's reclamation reservoirs and related services through June 30, 2021 in the not-to-exceed amount of \$100,000.
- C) Adopt a resolution authorizing budgetary adjustments to the Board Adopted Budget for Fiscal Year 2019/2020 for the Sonoma County Water Agency in the amount of \$200,000 and the Sonoma Valley County Sanitation District in the amount of \$100,000.

(4/5<sup>th</sup> Vote Required)(First, Third, and Fourth Districts)

**Executive Summary:**

The California Water Code, requires owners of State-regulated dams, to prepare Emergency Action Plans containing inundation map(s) for emergency preparedness and submit to the California Governor's Office of Emergency Services for approval. Staff is requesting the Board authorize Sonoma County Water Agency's General Manager to execute an agreement with Brelje & Race Consulting Engineers for preparation of emergency action plans and related services for Sonoma Valley County Sanitation District's (District) and Sonoma County Water Agency's Airport/Larkfield/Wikiup Sanitation Zone's (Zone) reservoir-dams, and Flood Control Reservoirs in Flood Control Zone 1A to meet the requirements set by California Senate Bill 92 which set forth new requirements for dam safety.

**Discussion:**

HISTORY OF ITEM/BACKGROUND

On June 27, 2017, Senate Bill 92 was signed into law, which set forth new requirements focused on dam safety. Dam owners are now required submit inundation maps to the Department of Water Resources for approval.

In addition, Sections 6160 and 6161 were added to the Water Code, requiring owners of State-regulated dams, except those classified as low hazard, to prepare Emergency Action Plans containing inundation map(s) for emergency preparedness and submit to the California Governor's Office of Emergency Services. The deadline for submitting the Emergency Action Plans is based upon hazard classification of 1) Extremely High; 2) High; and 3) Significant. The Emergency Action Plans, including the inundation map(s), must be updated every ten years, but if relevant circumstances change and raise the hazard classification, the update must be made sooner.

On October 19, 2017, emergency regulations were adopted to provide standards for preparing and submitting inundation maps to the Division of Safety of Dams for review and approval pursuant to Senate Bill 92.

Under this Agreement, Consultant will prepare Emergency Action Plans and inundation maps for the Sanitation District's and Zone's reservoirs. In addition, Consultant will review and revise the existing emergency action plans for Flood Control Zone 1A's flood control dams. Tasks will also include project management and data collection and review.

#### SELECTION PROCESS

On May 17, 2019, Sonoma County Water Agency issued a Request for Statements of Qualifications to 36 firms included in the attached list.

The Request for Statements of Qualifications was also posted on the Sonoma County Water Agency and County of Sonoma Purchasing Department websites.

Statements of Qualifications were submitted by the 22 firms included in the attached list.

The following criteria were used to evaluate each firm:

1. Thoroughness of SOQ.
2. Professional qualifications and demonstrated ability to perform the work.
3. Exceptions to standard terms in the sample agreement.

Brelje & Race Consulting Engineers (Consultant) was selected because Consultant is familiar with Senate Bill 92 and with the preparation of inundation maps and emergency action plans. Consultant has prepared emergency actions plans for local agencies in Sonoma and Mendocino Counties.

Sonoma County Water Agency may seek to amend or enter into subsequent agreement(s) with Board approval if required, relying upon this competitive selection process, after the preliminary or initial work is completed.

#### SERVICES TO BE PERFORMED

Under the proposed agreement, the consultant will prepare Emergency Action Plans and inundation maps for the Sonoma Valley County Sanitation District and Airport/Larkfield/Wikiup Sanitation Zone reclamation reservoirs. In addition, consultant will review and revise the existing Emergency Action Plans for Flood Control Zone 1A's flood control dams. Furthermore, the consultant will provide project management and data collection and review.

The cost of services will not exceed \$300,000. This agreement covers services rendered from March 25, 2020 to July 30, 2021.

The agreement includes two options for Sonoma County Water Agency and District to extend this agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date of the agreement and of the first extension option.

**Prior Board Actions:**  
**None.**

**FISCAL SUMMARY**

| <b>Expenditures</b>                | <b>FY 19-20<br/>Adopted</b> | <b>FY20-21<br/>Projected</b> | <b>FY 21-22<br/>Projected</b> |
|------------------------------------|-----------------------------|------------------------------|-------------------------------|
| Budgeted Expenses                  |                             |                              |                               |
| Additional Appropriation Requested | \$300,000                   |                              |                               |
| <b>Total Expenditures</b>          | <b>\$300,000</b>            |                              |                               |
| <b>Funding Sources</b>             |                             |                              |                               |
| General Fund/WA GF                 |                             |                              |                               |
| State/Federal                      |                             |                              |                               |
| Fees/Other                         |                             |                              |                               |
| Use of Fund Balance                | \$300,000                   |                              |                               |
| Contingencies                      |                             |                              |                               |
| <b>Total Sources</b>               | <b>\$300,000</b>            |                              |                               |

**Narrative Explanation of Fiscal Impacts:**

Additional appropriations are required to process this expense. With Board approval of the attached budgetary resolution, FY 2019/2020 appropriations of \$100,000 will be made in the Airport-Larkfield-Wikiup Sanitation Zone Operation Fund, \$100,000 will be made in the Flood Control Zone 1A Fund, which is funded by property taxes, and \$100,000 will be made in the Sonoma Valley County Sanitation District Operations Fund.

With Board approval of the requested additional appropriations the Airport-Larkfield-Wikiup Sanitation Zone Operation Fund, Flood Control Zone 1A Fund, and Sonoma Valley County Sanitation District Operations Fund ending fund balance is expected to be at or above target at year end consistent with prior years and will not be negatively impacted by this board item.

| <b>Staffing Impacts:</b>                       |  |                               |                               |
|--|--|-------------------------------|-------------------------------|
| <b>Position Title (Payroll Classification)</b> | <b>Monthly Salary Range<br/>(A-I Step)</b> | <b>Additions<br/>(Number)</b> | <b>Deletions<br/>(Number)</b> |
|  |  |                               |                               |
|  |  |                               |                               |
|  |  |                               |                               |

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Attachment 1: Resolution

Attachment 2: Agreement with Brelje & Race Consulting Engineers

Attachment 3: List of Request for Statements of Qualifications recipients and submissions

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

None