

## MEMO

TO: Board of Directors

FROM: District Manager

PREPARED BY: Environmental Planner

SUBJECT: 2020 Urban Water Management Plan

DATE: November 10, 2020

### **RECOMMENDATION:**

It is recommended that the Board of Directors review this memo and authorize the District Manager to do one of the following;

1. work with Scotts Valley Water District (SVWD) to execute a professional services agreement with Water Systems Consulting, Inc. (WSC), allow the District Manager to work with SVWD to execute a professional services agreement with WSC and continue negotiations
2. , authorize the District Manager to work with (or without) Scotts Valley Water District (SVWD) to execute a professional services agreement with West & Associates; or
3. release an updated request for proposals and not file a joint UWMP with SVWD.

### **BACKGROUND**

At the November 5<sup>th</sup>, 2020 Board of Directors meeting staff brought the Urban Water Management Plan (UWMP) proposals with a recommendation to authorize the District Manager to work with Scotts Valley Water District (SVWD) to execute a professional services agreement with Water Systems Consulting, Inc. (WSC); see meeting memo attached as exhibit A. However, the Board requested staff negotiate lower price with WSC and ensure District retains all information. As well as receive more information from the other proposal submittal - West & Associates.

Both proposals can be reviewed on the District's website through the Environmental Committee agenda here:

<https://www.slvwd.com/home/events/6661>

The California Water Code requires urban water suppliers within the state to prepare and adopt an UWMP for submission to the California Department of Water Resources (DWR). The UWMPs, which are required to be filed every five years, must satisfy the requirements of the Urban Water Management Planning Act of 1983 (the Act) and applicable regulations.

As requested WSC provided an updated fee schedule (Exhibit B) reducing cost for both agencies UWMP submittals from \$120,000 to \$116,000. Meaning the cost share between SVWD & SLVWD (split 50/50) would result in \$58,000 expense to the District.

This is compared to the District's \$55,000 cost to prepare the 2015 UWMP. WSC summarized the increased cost as follows:

1. The scope of the 2020 UWMP is much more robust than the 2015 UWMP due to new requirements stemming from 2018 legislation in Assembly Bill (AB) 1668 and Senate Bill (SB) 606. As summarized in pages 3 and 4 of our proposal, these new requirements increase the level of effort to prepare the 2020 UWMP compared to 2015, especially for water supply reliability and the Water Shortage Contingency Plans (WSCP). The comprehensive nature of these new requirements will result in a 2020 UWMP and WSCP that are foundational for future required annual reporting to the State between UWMP cycles. Our proposed approach for meeting these new requirements is not just a "check the box" exercise, rather it will provide a comprehensive and useful protocol and toolset for locally assessing and managing supply and demand under constantly changing conditions in years following the completion of the 2020 UWMP.
2. The UWMP requires compiling, filtering and analyzing a broad range of data that each supplier tracks and manages differently. Based on our experience from developing the 2015 UWMP, it is critical to receive data with consistency in format and management. WSC has reduced its level of effort by \$3,819 based on the assumption that the Districts have readily available data that integrates efficiently with data from the 2015 UWMP in the same formats used previously. See the attached revised scope assumptions and fee estimate for Tasks 1.1, 2.1 and 3.1.

Submission of the completed 2020 UWMP is due to the Department of Water Resources on July 1, 2020. It is recommended the plan development move forward as quickly as possible to allow for smooth submittal. If the District plans to complete a joint UWMP with SVWD the Board's recommendation will need to be confirmed ASAP as a formal action from SVWD's Board of Directors will occur November 12<sup>th</sup>, 2020.

FISCAL IMPACT:

Up to \$58,000

Budgeted: \$60,000

ATTACHMENTS:

Exhibit A: Board of Director's November 5<sup>th</sup>, 2020 UWMP Memo

Exhibit B: WSC's updated fee schedule

Exhibit C: WSC's summary of scope with highlighted areas of interest