



Item Number: 11

City Council / Board of Directors

Written Communications

Meeting of: May 6, 2025

Submitted By:

Fredy Bonilla, City Engineer

Subject:

Approval of Consultant/Professional Services Provider Agreement for the City of Victorville Water Master Plan Update for 2025

Recommendation:

That the Honorable Board of Directors (Board) approve a Consultant/Professional Services Provider Agreement with Water Systems Consulting, Inc. in the amount of \$310,857.00, for the Water Master Plan Update 2025.

Fiscal Impact:

This action may result in a fiscal impact of \$310,857.00. This project is funded by the Water Fund, No. 410. An additional appropriation is not required. There are sufficient funds available in the project budget to cover the planned expenses.

Account Number	Account Description	Amount Available
4100030-52300-74512	Water Master Plan- Contract Services	\$310,857.00

Strategic Plan Goal:

This item aligns with "Goal E Invest in Infrastructure" in the City of Victorville Strategic Plan 2023-2026. As the Victorville Water District Master Plan update is intended to enhance the reliability and efficiency of the water distribution system, ensuring it meets current and future demands while improving preparedness for emergency situations.

Background:

On December 6, 2024, the City issued a Request for Proposals (RFP) inviting qualified engineering consultants to submit proposals for the 2025 update of the City of Victorville Water Master Plan.

While the State of California does not explicitly require local water systems to maintain a standalone Water Master Plan, most water districts—including the Victorville Water District—prepare and update these plans regularly as a best management practice. Water Master Plans provide a comprehensive evaluation of existing infrastructure, project future, water demands, and guide long-term capital improvement planning. They also support mandated documents such as Urban Water Management Plans (UWMPs), Water Supply Assessments (WSAs), and Capital Improvement Plans (CIPs). Maintaining a current plan strengthens the District's position in applying for grants, addressing CEQA/NEPA compliance, and coordinating development activities.

The District has historically updated its Water Master Plan approximately every five years, a practice that predates its incorporation into the City. The last update was completed in 2019. The study will utilize a 20-year planning horizon.

To be considered, consultants were required to possess a valid Professional Civil Engineer license in the State of California and demonstrate substantial experience in water distribution and treatment systems, master planning, and reclaimed or recycled water systems.

Discussion:

On January 22, 2025, the City received five proposals from the following consulting firms:

- Civiltec Engineering, Upland, CA
- ERSC, Redlands, CA
- Stetson Engineering, Covina, CA
- Water Systems Consulting, Inc. (WSC), Ontario, CA
- Michael Baker International, Ontario, CA

A four-member selection committee reviewed and scored the proposals in accordance with the evaluation criteria outlined in the RFP. The three highest-ranking firms Civiltec Engineering, WSC, and ERSC were invited to deliver presentations to City staff. Following a thorough assessment of each firm's qualifications, proposal scores, and presentation performance, the committee selected WSC as the most qualified firm to update the Water Master Plan.

WSC received the highest overall score and is recommended for award. WSC previously completed the District's 2019 Water Master Plan and currently provides on-call water engineering services. They also maintain the District's hydraulic water model and conduct State-required Water Feasibility Studies and Water Supply Assessments for the City's Development Department.

WSC's familiarity with the District's infrastructure, proven performance, and consistent delivery of high-quality, timely, and cost-effective work make them the most suitable choice for this project. While the other two finalists were highly qualified, WSC's proposal and interview responses demonstrated the strongest understanding of the District's system and needs.

Staff recommends that the Honorable Board approve a Consultant/Professional Services Provider Agreement to Water Systems Consulting, Inc. in the amount of \$310,857.00 for the 2025 Water Master Plan Update, as described in this report.

Staff is available for any questions the Board may have.

Attachments: A. Agreement