



# Town of Yountville

6550 Yount Street  
Yountville, CA 94599

## Staff Report

**Agenda Item #:** {{section.number}}F

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## Yountville Town Council Staff Report

**DATE:** August 6, 2024

**TO:** Mayor and Town Council

**FROM:** John Ferons, Public Works Director

**PREPARED BY:** Rosalba Ramirez, Deputy Public Works Director

**SUBJECT:**

Adopt Resolution Number 24-4297 Awarding a Professional Services Agreement with Websoft Developers for Assistance with Capital Improvement Project WA-0027 Completion and Submission of Lead and Copper Rule Revisions Inventory, for \$165,000, and authorizing the Town Manager to execute the contract, change orders and amendments up to the CIP budgeted amount.

**DISCUSSION/BACKGROUND**

On January 15, 2021, the United States Environmental Protection Agency (US EPA) published revisions to the Lead and Copper Rule known as the Lead Copper Rule Revisions (LCRR). Through the LCRR, US EPA requires all community water systems to conduct a comprehensive inventory of both publicly owned and privately owned service line materials “regardless of ownership.” The LCRR requires water systems to identify any lead, galvanized steel pipe requiring replacement (GRR), or “lead status unknown” service lines and to make the inventory information publicly available (water systems that serve more than 50,000 people to provide their inventory online - 40 CFR §141.84(a)(8)). The initial inventory requirements of the LCRR specify:

- Information water systems must include in their service line inventory,
- When water systems must submit their initial inventories to their primacy agency (State of California) - October 16, 2024.
- Requirements for water systems to make their information publicly accessible and to notify all persons served by the water system with a lead, GRR, or lead status unknown service line.

The Public Works Department has begun the inventory process and has a limited number of available records. It was determined a consultant will be required to meet the EPA requirements. Staff budgeted \$250,000 in fund 60 for CIP Project WA -0027 in fiscal year 2024/2025 to hire a consultant to meet the federal requirements. A request for proposals (RFP) was released in June 2024 with a submittal deadline of July 12, 2024. The Town received three proposals that did not meet the technical or budget requirements of the project and as such staff will not award a contract with those consultants. Staff reached out to an alternate vendor, Websoft Developers from Davis, CA whom the Town currently works with for software needs as part of our wastewater and water management. Websoft Developers are able to perform the field and research work required to meet the EPA deadline and requirements and the mapping needs as outlined in the RFP.

The Town received a proposal for the work from Websoft Developers with a not to exceed the price of \$165,000. The current project budget in Fund 60 Project Number WA -0027 is \$250,000 and is sufficient to cover the contract.

Staff respectfully requests Town Council adopt a resolution awarding the contract for professional service for Assistance with Completion and Submission of Lead and Copper Rule Revisions Service Line Inventories WA - 0027 with Websoft Developers, for \$165,000, and authorizing the Town Manager to execute the construction contract, change orders, and amendments up to the budgeted amount.

### **ENVIRONMENTAL REVIEW**

CEQA Cat Ex Class 1, Existing Facilities

### **FISCAL IMPACT**

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted? WA-0027; 60-4500-5500; Lateral Lead Assessment and Testing

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

### **STRATEGIC PLAN GOAL**

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Quality of Life:** The Town enhances the livability of Yountville by providing well-maintained public facilities, parks, trails, and quality programs and events.

Briefly Explain Relationship to Strategic Plan Goal and Objective. Analyzing the condition of the water system and meeting federal requirements enhances the livability of Yountville with well-maintained public infrastructure.

### **RECOMMENDATION**

Adopt Resolution Number 24-4297 Awarding a Professional Services Agreement with Websoft Developers for Assistance with Capital Improvement Project WA-0027 Completion and Submission of Lead and Copper Rule Revisions Inventory, for \$165,000, and authorizing the Town Manager to execute the contract, change orders and amendments up to the CIP budgeted amount.