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City Manager's Report
August 12, 2025, City Council Meeting
Prepared by: Melissa Savage, City Engineer
Item #: 7.8

Subject: Consider approval of Amendment No. 2 to the Consulting Services Agreement with Robertson-Bryan, Inc. (RBI) in an amount not to exceed \$45,715.00 for the Fiscal Year 2025/2026 services related to the NPDES permit for the Water Reclamation Facility and authorizing the City Manager to execute the same.

Recommendation: Adopt a resolution

Approving Amendment No. 2 to the Consulting Services Agreement with Robertson-Bryan, Inc. (RBI) in an amount not to exceed \$45,715.00 for the Fiscal Year 2025/2026 services related to the NPDES permit for the Water Reclamation Facility and authorizing the City Manager to execute the same.

Purpose: The purpose of this item is to approve an Amendment to the Agreement with RBI to continue to provide engineering and consulting services for the Water Reclamation Facility.

Strategic Plan Strategy: Strategy 4 – Update and Maintain City-Owned Infrastructure.

Background: The Water Reclamation Facility (WRF) treats wastewater and discharges fully treated reclaimed water into Hangtown Creek under the National Pollutant Discharge Elimination System (NPDES) Permit regulated by the State through the Central Valley Regional Water Quality Control Board (RWQCB). RBI has provided NPDES permit related consulting services to the City since 1998.

At its May 28, 2024 meeting, the City Council approved a Consulting Services Agreement with RBI to perform services related to the NPDES permit for Fiscal Year 2024/2025. The Agreement term expired on June 30, 2025, and the Agreement includes a provision to amend the Agreement a maximum of two fiscal years for a maximum of three consecutive years. The original Agreement was approved in the amount of \$44,228.00. On May 5, 2025, staff administratively approved Amendment No. 1 to the Agreement extending RBI services an additional year. At that time, it was determined that RBI had provided limited services during Fiscal Year 2024/2025, and the remaining budget from the original Agreement in the amount of \$44,228.00 would be sufficient to cover the services needed for Fiscal Year 2025/2026.

Discussion: Both the City and RBI believed there was sufficient budget remaining in the Agreement at the time of Amendment No. 1 to provide for RBI's services through Fiscal Year 2025-2026. However, since then, the need for additional services has been identified, largely due to the new adopted NPDES permit this year.

The City has requested RBI's services for the following items in Fiscal Year 2025-2026:

- General Support Services
 - Preparation of National Pollutant Discharge Elimination System (NPDES) Permit required reports:
 - Analytical Methods Report
 - Toxicity Reduction Evaluation (TRE) Work Plan
 - HCWRF Stormwater Pollution Prevent Plan (SWPPP) Annual Training
 - NPDES Permit Compliance Handbook
 - This document provides a convenient summary of NPDES permit required monitoring, reporting, and notification procedures. This was requested by HCWRF operations staff to reinforce their understanding of the newly adopted NPDES permit and allow for quicker identification of permit requirements than is allowed through review of the permit itself.
 - Additional general regulatory compliance and engineering support, as needed
- NPDES Permit-required Self-Monitoring Report (SMR) reviews

The proposed Amendment No. 2 with RBI for Fiscal Year 2025/2026 would be on a time-and-materials basis in an amount not to exceed \$45,715, for a total combined amount of 89,943 for the two consecutive years. The updated costs are based on their 2025 and 2026 rate schedules.

Options:

1. Approve Amendment No. 2 to the Agreement with RBI, as recommended by staff.
2. Direct staff to negotiate different terms with RBI.

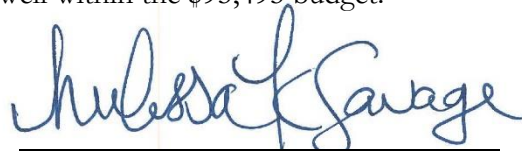
Environmental: Not applicable.

Cost: The cost of the proposed Amendment No. 2 to the Agreement with RBI is not to exceed \$45,715.00.

Budget Impact: The City Council adopted Fiscal Year 2025/2026 Sewer Enterprise Fund Budget which appropriated \$95,495 for other contractual services for the Water Reclamation Facility. The proposed \$45,715 Amendment No. 2 with RBI falls well within the \$95,495 budget.



M. Cleve Morris, City Manager



Melissa Savage, City Engineer

Attachments:

Attachment A: Resolution