



SANTA ANA WATERSHED
PROJECT AUTHORITY

Classification and Compensation Study Agreement

February 6, 2024

Agenda Item 6.A

Edina Goode

Administrative Services Manager

Recommendation

Authorize the General Manager to execute the following:

1. General Services Agreement with Ralph Anderson and Associates; and,
2. Task Order No. RAA100-02 with Ralph Anderson and Associates for an amount not to exceed \$42,800 for professional consulting services to conduct a Classification and Compensation Study

Background

- SAWPA's last classification and compensation study was completed in 2014
- It is a best practice to routinely assess classification and compensation. Appropriate compensation and classification alignment enhances employee engagement and satisfaction, and helps to attract and retain a diverse, highly qualified workforce.

RFP Process and Consultant Selection



Proposals Received and Reviewed

- Six Proposals were received in Planet Bids on November 21, 2023
- The proposals were ranked based on:
 - Responsiveness to the RFP (pass fail)
 - Experience and qualifications of the assigned individuals and firm (30%)
 - Project approach and understanding of needs (20%)
 - Anticipated value and quality of services received (20%)
 - Appropriateness of proposed fee structure (15%)
 - Project schedule (15%)
- Review committee included DGM/CFO Karen Williams, Admin Services Manager Edina Goode, and San Bernardino Valley HR/Risk Manager Karen Resendez

Proposal Rankings

	Firm A	Firm B	Firm C	Firm D	Firm E	Ralph Anderson
Point Sums	12.28	7.5	9.7	10.85	8.55	13.7
Point Averages	4.09	2.5	3.23	3.62	2.85	4.57
Price	\$101,109	\$26,650	\$64,284	\$94,500	\$31,650	\$42,800
Time to Complete	50 weeks	13 weeks	13 weeks	25 weeks	15 weeks	12 weeks

Selected Milestones

Project initiation meetings	Week 1
Job analysis interviews	Weeks 4-5
Prepare classification specifications	Weeks 7-9
Finalize classification plan	Week 12
Discuss compensation policy	Weeks 4-5
Compile Compensation data	Weeks 7-8
Develop salary recommendations	Weeks 10-11
Present final reports	Week 12

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Questions?

Thank You

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SANTA ANA WATERSHED
PROJECT AUTHORITY

Regional Water Quality Monitoring Task Force

Consultant Task Order

Rick Whetsel, Senior Watershed Manager
SAWPA Commission | February 6, 2024
Item No. 6.B

Recommendation

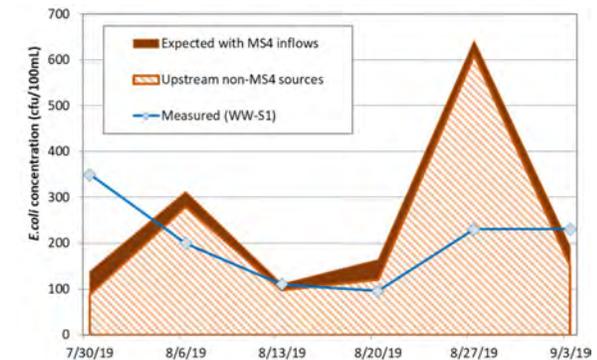
It is recommended that the Commission authorize the General Manager to execute the following:

1. General Services Agreement with GEI Consultants; and,
2. Task Order No. GEI386-02 with GEI Consultants, a three-year task order with an option to exercise a two-year extension for an annual amount not to exceed \$397,018, totaling \$1,191,054 over the three-year period, for FY 2024-25 through FY 2026-27 to oversee and implement the Santa Ana River Regional Bacteria Monitoring Program.

Regional Water Quality Monitoring Task Force

Scope of Activities

- Implements a coordinated regional surface water quality (bacteria) monitoring program:
 - Meet the bacterial indicator monitoring requirements of the Basin Plan
 - Support consolidation and standardization of regional programs such as the Middle Santa Ana River Bacteria TMDL
- Annual reporting to Regional Board (June)
- Assist Regional Board with future triennial reviews and future amendments of the Basin Plan



History / Timeline

Stormwater Quality Standards Task Force

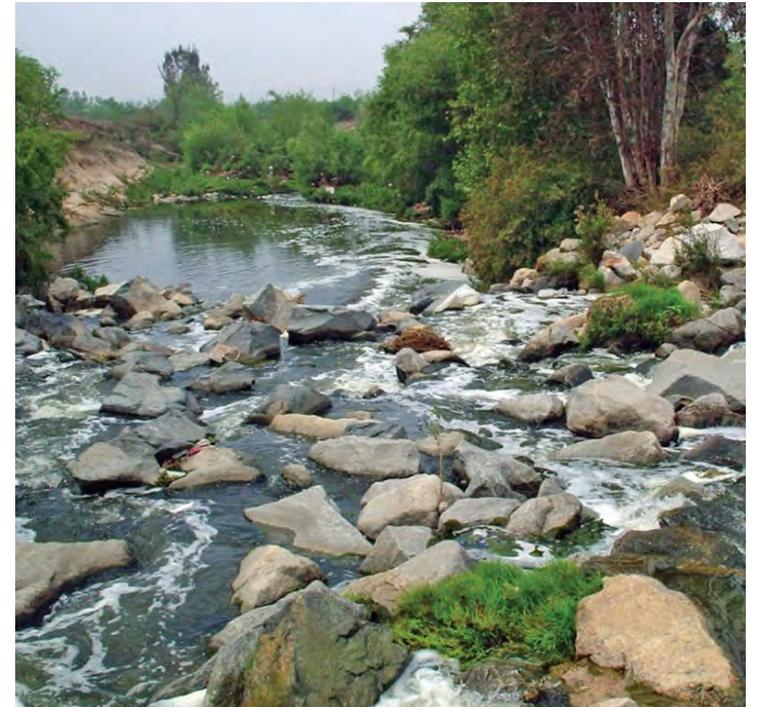
- **May 2003** – SAWPA approved Agreement
- **June 2012** – Regional Board adopts Basin Plan Amendment Revising Recreation Standards for Inland Freshwaters
- **April 2015** – EPA Approves Basin Plan Amendment Revising Recreation Standards for Inland Freshwaters

Middle Santa Ana River Pathogen TMDL Task Force

- **January 2006** – SAWPA approved Agreement
- **May 2007** – EPA Approves MSAR TMDLs

Regional Water Quality Monitoring Program

- **March 2016** – Regional Board approves Santa Ana Watershed Bacteria Monitoring Program and Quality Assurance Project Plan reflecting a need for a new Task Force
- **May 2016** – Regional Water Quality Monitoring Task Force Implements Santa Ana River Regional Bacteria Monitoring Program



Benefits to SAWPA

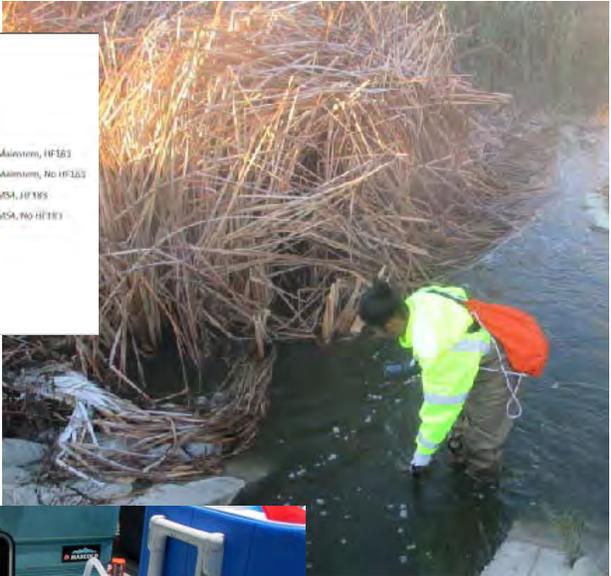
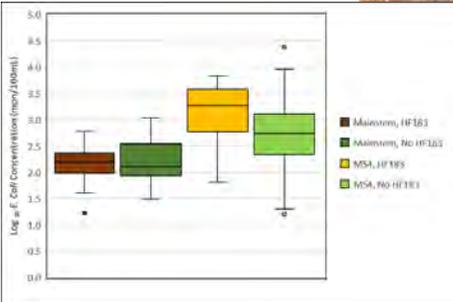
- Supports continuing mission to improve regional water quality.
- Utilizes staff experience and expertise in managing and administering multi-agency Task Forces.
- Continues partnership with Santa Ana Regional Board in providing regional facilitation and support services.
- Provides data, studies and project plans to support SAWPA's One Water One Watershed Plan.
- Consolidates multiple monitoring efforts to achieve economies of scale.
- Additionally, it is anticipated to expand to include other monitoring as the need arises.



Santa Ana River Regional Bacteria Monitoring Program 2023 Request for Proposals

Timeline:

November 2, 2023	Staff Issues Request for Proposals
December 14, 2023	Two Proposals Received: <ol style="list-style-type: none"> 1. CDM Smith 2. GEI Consultants
January 8, 2023	Proposal Review Committee unanimous in their recommendation of GEI Consultants.
January 18, 2024	RWQM Task Force recommends that SAWPA execute an agreement with GEI Consultants.



Proposal Scoring

- **Proposal Technical Review Committee:**

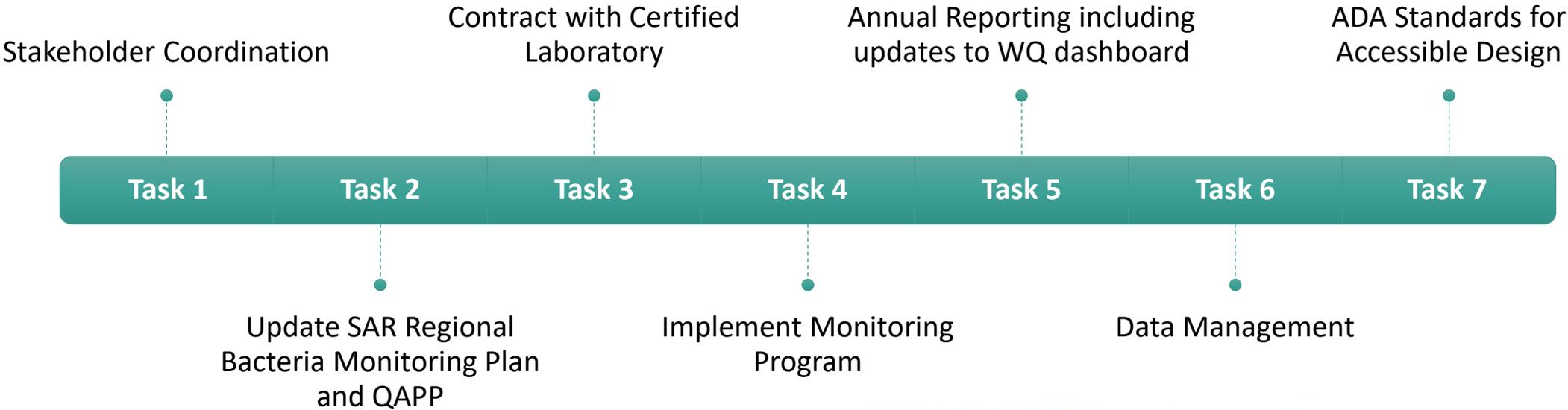
- SAWPA
- RCFC&WCD
- SBCFCD
- County of Orange

Key Factors in selection of GEI Consultants:

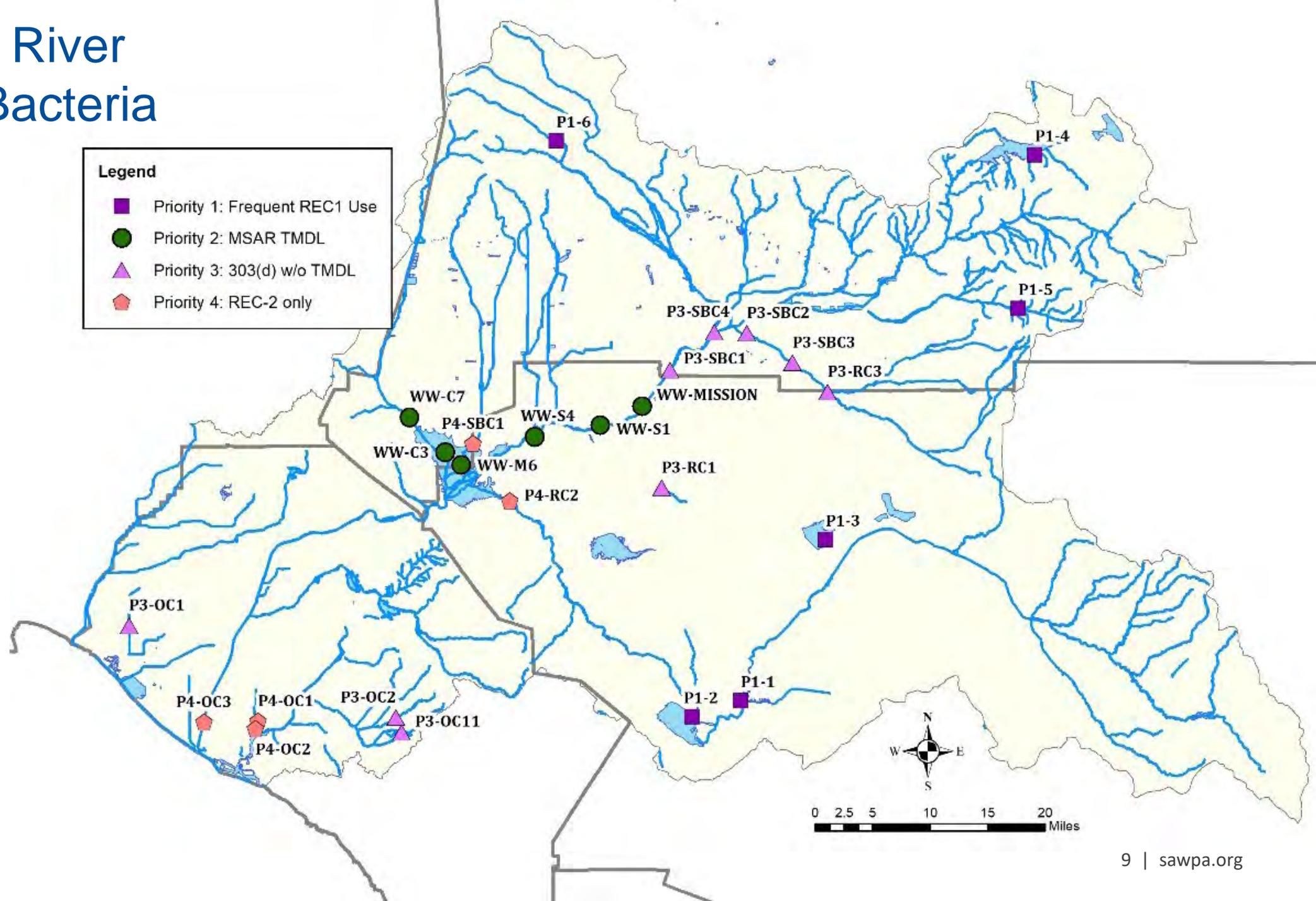
- Experience and knowledge of the program goals and objectives
- Technical Expertise
- Working Relationship with Task Force and Regional Board

Proposal Evaluation Worksheet	Rate each on scale of 1 to 10 (10 being the highest)		Scoring Weights	Weighted Score (Automatically Computes)	
	CDM Smith	GEI Consultants		CDM Smith	GEI Consultants
Experience and qualifications of the assigned individuals/firm	8.3	10.0	30	25.0	30.0
Project approach and understanding of needs	8.0	9.7	30	24.0	29.0
Anticipated value and quality of services	8.3	9.0	30	25.0	27.0
Project Schedule	8.3	8.3	5	4.2	4.2
Appropriateness of proposed fee structure	8.7	8.0	5	4.3	4.0
Responsiveness to RFP (Pass / Fail)					
TOTAL POINTS	41.7	45.0	100	82.5	94.2
	Annual Budget				
Proposal Budgets	\$ 374,461	\$ 397,018			

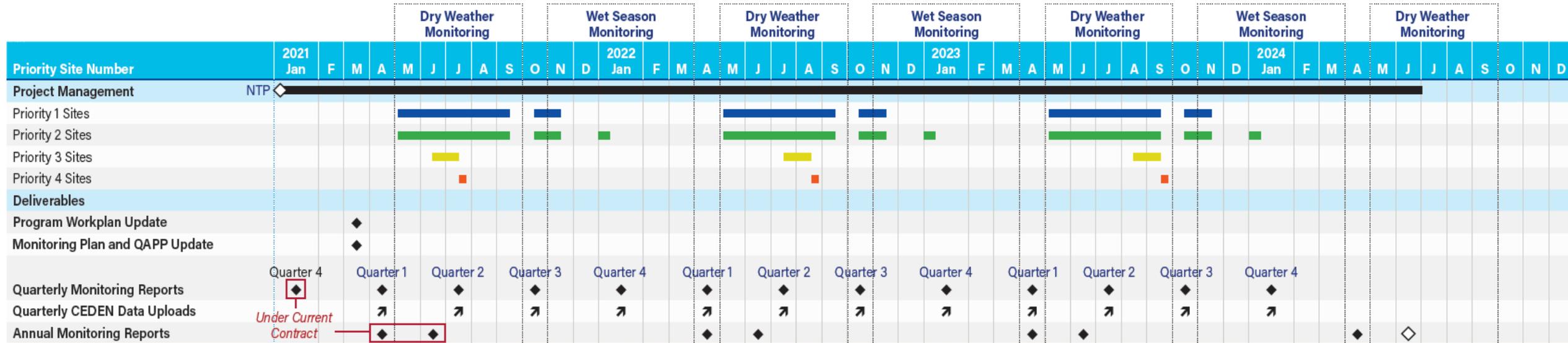
Santa Ana River Regional Bacteria Monitoring Program



Santa Ana River Regional Bacteria Monitoring Sites



Project Schedule



- Legend:**
- # = Samples per Month per Site
 - ◆ Deliverable and Quarterly Update Meetings
 - ↗ CE DEN Data Uploads
 - ■ ■ ■ Monitoring Times

Santa Ana River Regional Bacteria Monitoring Program Cost Estimate

Task	Description	Budget
1	Project Management and Stakeholder Coordination	\$32,484
2	Update Monitoring Plan and QAPP	\$26,542
3	Laboratory Services	\$29,548
4	Implement Field Monitoring Program	\$207,366
5	Annual Reporting	\$54,240
6	Data Management	\$42,906
7	Document to meet ADA Standards	\$3,932

Total Annual **\$397,018**
Total Agreement **\$1,191,054**

San Bernardino County	Riverside County	Orange County	Total RBMP
\$18,261	\$12,642	\$1,580	\$32,484
\$14,921	\$10,330	\$1,291	\$26,542
\$17,460	\$12,088	-	\$29,548
\$122,534	\$84,832	-	\$207,366
\$30,492	\$21,110	\$2,639	\$54,240
\$24,120	\$16,699	\$2,087	\$42,906
\$2,210	\$1,530	\$191	\$3,932

\$229,999 **\$159,230** **\$7,789** **\$397,018**
\$689,997 **\$477,690** **\$23,367** **\$1,191,054**

Funding Partners

Regional Water Quality Monitoring Task Force

- County of Orange
- Riverside County Flood Control & Water Conservation District
- San Bernardino County Flood Control District

Middle Santa Ana River Bacteria TMDL Task Force

- San Bernardino County Flood Control District representing the Cities of Chino, Chino Hills, Fontana, Montclair, Ontario, Rancho Cucamonga, Rialto, and Upland
- County of Riverside
- City of Claremont
- City of Corona
- City of Norco
- City of Pomona
- City of Riverside
- Agricultural Operators represented by Chino Basin Watermaster Agricultural Pool



Recommendation

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Questions?

Thank You

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