



May 23, 2016

SENT VIA: EMAIL

Robert Eisenbeisz, P.E.
Director of Public Works/ City Engineer
City of Rialto
335 W. Rialto Avenue
Rialto, CA 92376

SUBJECT: Proposal to Provide Additional As-Needed Assistance in Support of the Public Work Department

Dear Mr. Eisenbeisz:

West Yost Associates (West Yost) is pleased to provide the requested proposal for additional technical assistance related to supporting the City's Public Works Department, fiscal year 2016/2017. During this period of 12 months, West Yost will provide additional support as outlined the following scope of services. We are also adjusting our effort in anticipation of the City hiring a Utility Manager, with West Yost providing transitioning support.

West Yost believes our staff's experience and history with City of Rialto will enable us to provide the most cost-effective and beneficial interim solution for the City.

We understand the importance of this project and are enthusiastic about the opportunity to serve the City of Rialto. Enclosed is a detailed scope of the tasks associated with this project. Please feel free to contact me at (949) 517-9062 or sdopudja@westyost.com with any questions you may have regarding our submittal.

Sincerely,

WEST YOST ASSOCIATES

Stephen Dopudja, P.E.
Vice President

The anticipated scope for each task is presented below:

Task 3 – Review Monthly and Annual O&M and Customer Service Reports

West Yost has been requested to provide a greater than anticipated level of effort to assist staff in review of the annual reports and projected budgets. While some improvements have been made and West Yost has does not anticipate the support will continue at historic levels, it has become evident that some level of additional support will be needed in this area.

Task 18 – Additional Meetings, Coordination and Staff Support

The City has requested an extension of their need for additional support services. West Yost anticipates providing additional on-going support and staffing assistance to the City's Public Works Department. This effort will include attendance at and/or providing support to the City for the following anticipated meetings:

- Baseline Feeder Meetings at Valley District
- Upper Santa Ana Committee
- Lytle Creek
- Basin Technical Advisory Committee
- Utility Commission Meeting
- Rialto Basin Committee
- Perchlorate Task Force
- Technical Steering Committee at Valley District
- Fontana Litigation
- CIP Bi-Weekly Meetings
- Operations Bi-Weekly Meetings
- Briefing meetings with City staff and City Council Subcommittee

In addition to attending the meetings outlined above, the City has requested as-needed effort in support of the Department Heads. This effort is a time and materials hourly support to be utilized only at the request of City staff. Any non-utilized support will not be billed to the City. With the hiring of a full time Utility Manager, this task includes West Yost providing cross training with our staff to ensure a smooth transition. West Yost anticipates the Task 18 effort will continually reduce through FY 16/17 as the Utility Manager becomes more experienced.

Task 20 – TDS Source Water Evaluations

Over the past year, the City has experienced increased total dissolved solids (TDS) in the wastewater effluent entering the wastewater treatment plant. This increase is a concerning trend, that could affect the City's ability to attract industrial customers and could trigger potential discharge permit violations. In response to this situation, the City has asked West Yost to work with the Concessionaire to evaluate the TDS situation, including the source water strategy being

currently operated. West Yost was previously authorized to provide support. However, some additional analysis and meeting support was requested.

FEE FOR SERVICES

Task 3 – Review Monthly & Annual O&M Customer Service Reports	\$ 35,172
Task 18 – Additional Meetings, Coordination and Staff Support	\$ 409,032 ⁽¹⁾
Task 20 – TDS Source Water Evaluations	\$ 4,160
Total	\$ 448,364

(1) Task 18 will be billed as time and materials with a not to exceed budget, and only as-needed by City staff. Where appropriate, hours for specific capital improvement projects are reimbursed via those specific project's budgets in the Concession Agreement.

All reimbursable expenses will be submitted on a time and materials basis and mileage will be billed on the most current IRS rate.