

**WRITTEN DETERMINATION FOR SPECIALTY ITEMS  
PURSUANT TO NAPA MUNICIPAL CODE SECTION 2.91.050**

**BROWN AND CALDWELL – NAPA VALLEY DROUGHT CONTINGENCY PLAN**

Per **NMC 2.91.050**, the City may enter into a contract for a "specialty item," provided that the City Council makes a written determination of the following:

**1. Project need which the City intends to satisfy through the contract for the specialty item. Please provide a functional description (or performance criteria) of the City's needs.**

The City of Napa in conjunction with American Canyon, Yountville, St. Helena, Calistoga, Napa County and Napa Sanitation District need to engage the services of a water resources consulting firm to prepare a regional Napa Valley Drought Contingency Plan (DCP). The \$430,000 project is funded in part by a \$200,000 grant from the Bureau of Reclamation. The City of Napa will function as the lead agency for grant administration and contract administration with the consultant.

**2. The types of property or service which are available (or used by other similarly situated private or public agencies) to meet this need (or similar needs), and the contractors which are available to provide the property or service. Please provide documentation of the steps the City has taken to evaluate the types of property, service, and contractors potentially available to serve the City's needs.**

Brown and Caldwell and their team scheduled to work on this project have been working as a team providing similar services for multi-agency water projects for over 10 years. Brown and Caldwell is working on two other DCP's in the Bay Area – the Bay Area Regional Reliability Partnership DCP and the North Monterey County DCP. See attached Statement of Qualifications for additional information. Given Brown and Caldwell's direct experience on other Bay Area DCP's and their long-standing relationship with the Bureau of Reclamation's DCP Program management staff, their team has been evaluated as the appropriate consultant to meet the City's needs.

**3. Please provide the reasons why a similar property or service cannot meet the City's needs (including considerations of compatibility with other City property and services regarding maintenance, repair, training, quality, price, or similar considerations), or why the City's needs can only be met by one type of property or service (the specialty item).**

Brown and Caldwell prepared the original grant application for the DCP to the Bureau of Reclamation. They were originally selected by Sonoma County Water Agency to perform the work. Brown and Caldwell has extensive experience working with the Bureau on previous grant funded projects. When the grant was transferred to Napa Valley agencies, Brown and Caldwell were instrumental in facilitating the transfer with the Bureau. The transfer may not have been successful with another consultant due to short timelines and Brown and Caldwell's inherent knowledge of the grant application and the Bureau's process. Brown and Caldwell is a nationally recognized firm and the team assigned to our project has significant experience working in California on similar water resources projects. Based on their knowledge and experience, in particular with this scope of work and grant application, it makes sense to execute and agreement with them to perform the work.

**4. By entering into a contract for the specialty item from the proposed contractor, the City will meet the purpose and goals identified in NMC Section 2.91.010.**

Yes, for the reasons stated above, entering into a contract with Brown and Caldwell for the Napa Valley Drought Contingency Plan will insure the most cost effective result for the City and meet the purpose and goals of NMC Section 2.91.010.

**5. The contract complies with the requirements of NMC Section 2.91.030 (B).**

The City Council's approval of these findings, and the Council's delegation of authority to the Utilities Director to execute the agreement for services identified herein, satisfies the requirements of NMC Section 2.91.030(B).

## **Statement of Qualifications**

### **Napa Valley Drought Contingency Plan**

#### **Brown and Caldwell Bryant & Associates – Data Instincts**

##### **The Brown and Caldwell Team**

Deep and experienced understanding of the complex water resource management issues in the Napa Valley Drought Contingency Plan (DCP) area. This knowledge supports integration of the diverse engineering, political, institutional and stakeholder aspects to be considered in decision processes fundamental to developing a successful DCP.

Extensive experience and insight into US Bureau of Reclamation's (Reclamation) Drought Planning Program guidance and DCP Program objectives. Long standing relationships with Reclamation's DCP Program management staff ensure facilitates clear communications and ensures that local agency products consistently meet Reclamation objectives.

The BC Team consists of three firms that have been working together for over 10 years on multi-agency water projects:

- Brown and Caldwell (BC)
- Bryant and Associates
- Data Instincts

##### **Key Projects of the Brown and Caldwell Team**

**The North Bay Water Reuse Program (NBWRP).** For over 15-years this team has supported water supply and management studies under Reclamation's Title XVI Water Reuse Program member agencies with the cost-effective "hit the ground running" tools needed to implement their priority projects. A key aspect of NBWRP investigations is the critical water balance issues of surface water, imported water, groundwater and water reuse in Napa County.

*Team Members: Mike Savage, Ginger Bryant, Mark Millan, Rene Guillen*

**Napa Valley Drought Contingency Plan Grant Application (formerly North Bay DCP).** This grant was secured as part of a larger effort looking at water supply planning in the North Bay. After several regional stakeholder meetings, it was determined that Napa Valley stakeholders could fully utilize the DCP grant and were ready to proceed in advance of others in the region. Subsequently, the DCP workplan was rewritten specifically for the Napa Valley and submitted to Reclamation in anticipation of a January 2019 project start.

*Team Members: Mike Savage, Ginger Bryant, Rene Guillen*

**Water Resources Planning in Monterey County.** Over the last 5-years this team has worked on two large Reclamation water resource studies in Monterey County. The Salinas and Carmel

Rivers Basins Study (SCRBS) is a climate science driven investigation looking at water supply reliability along the entire Salinas and Carmel River systems under various future climate scenarios. The North Monterey County DCP (NMC DCP) is developing specific actions and projects to address drought in the northern part of Monterey County utilizing some of the early temperature and precipitation science from SCRBS. This is the first time a Basin Study and DCP have been linked and this approach, using climate science to assist stakeholders in identifying drought response actions, was developed by the consulting team.

*Team Members: Mike Savage, Ginger Bryant, Mark Millan, Rene Guillen*

**Bay Area Regional Reliability Partnership DCP (BARR)** The Bay Area's largest water agencies are working together to develop a regional solution to improve the water supply reliability for over 6 million area residents and the thousands of businesses and industries located therein. The BARR Partners (ACWD, BAWSCA, CCWD, EBMUD, MMWD, SCVWD, SFPUC, and Zone 7) have joined forces to leverage existing facilities and, if needed, build new ones to bolster regional water supply reliability. BC is supporting the partnering agencies to develop a Bay Area Regional Reliability Drought Contingency Plan that will address Bay Area supply needs by enhancing water supply reliability, leveraging existing infrastructure investments, facilitating water transfers during critical shortages, and improving climate change resiliency.

*Team Members: Mike Savage and Rene Guillen*

### **Brief Team Bio's**

#### **Mike Savage, Brown and Caldwell: DCP Project Director.**

Over the course of 37 years Mike has been engaged in studies for Reclamation bringing unique insights in how to meet both the local agency needs, and Reclamation criteria as specified under federal Directives and Standards. For the last 15 years Mike has led the technical, environmental and public involvement team for the NBWRP addressing water related issues in Napa, Sonoma and Marin Counties. In addressing the role of reuse in the North Bay region Mike studied all alternative water supplies including imported water, surface water diversions and groundwater and is very familiar with the technical, legal and political issues surrounding those supplies. He has been the leader for the grant applications and the workplans of the NMC DCP and the Napa DCP.

**Rene Guillen, Brown and Caldwell: DCP Project Manager.** Rene is a key staff member of the NBWRP, BARR DCP, NMC DCP and SCRBS, and has coordinated the development of the Napa Valley DCP workplan for submittal to Reclamation.

**Ginger Bryant, Bryant & Associates: DCP Policy and Implementation Strategy.** Ginger contributes over 25-years of experience working with state and federal water policy, natural resources planning and development of project implementation strategies. Specifically, to her work with Reclamation, she has secured multiple study and project construction grants for clients including NBWRA, MCDPC, SCRBS, and the Napa Valley DCP.

## ATTACHMENT 3

**Mark Millan, Data Instincts: DCP Communications.** Mark's firm has provided public involvement and communications support to several programs and studies that have served both local sponsor needs, and Reclamation protocol for projects including NBWRP, NMC DCP and SCRBS.