

San Geronio Pass Water Agency

DATE: June 16, 2025

TO: Board of Directors

FROM: Lance Eckhart, General Manager

BY: Emmett Campbell, Senior Water Resources Planner

SUBJECT: Consideration and Approval of an On-Call Engineering Services Contract with Provost and Pritchard

RECOMMENDATION

Authorize the General Manager to execute an On-Call Engineering Services contract with Provost and Pritchard for a not-to-exceed amount of \$250,000.

PREVIOUS CONSIDERATIONS

- April 17, 2023 – Finance and Engineering Workshop – Agency Engineer and On-Call Engineering Services Discussion
- October 16, 2023 – Board of Directors Meeting – The Board of Directors approved two on-call engineering contracts, one to Webb and another to Engineering Resources of Southern California (“ERSC”)
- November 18, 2024 – Board of Directors Meeting – The Board of Directors approved amendment #1 to the On-Call Engineering Professional Services Agreement with Albert A. Webb Associates

BACKGROUND AND ANALYSIS

The Agency is currently managing a growing portfolio of capital improvement projects focused on enhancing water infrastructure, operational reliability, long-term resiliency, regional fire protection, and expansion of the regions groundwater monitoring network. As these efforts expand in both number and complexity, particularly with several projects simultaneously advancing into design and construction phases, the need for timely and flexible engineering support has increased accordingly.

To support this effort, the Agency’s Board of Directors previously approved on-call engineering agreements with two firms: Albert A. Webb Associates (“Webb”) and Engineering Resources of Southern California (“ERSC”).

Provost and Pritchard (“P&P”) was originally an authorized sub-consultant under Webb’s on-call contract and has provided support on various Agency initiatives through that arrangement. More recently, Erik Howard, the Principal Engineer from ERSC and a long-time contributor to the Agency’s capital projects, transitioned to P&P. Following his departure, staff recommended allowing the ERSC contract to expire.

Since Howard's move to P&P, engineering work originally authorized through ERSC has continued via Webb's contract, with P&P acting as a passthrough sub-consultant. While this structure allowed for project continuity, it has proven inefficient given the level of coordination required. Given Howard's extensive involvement in Agency projects and the growing volume of work, staff now recommends establishing a standalone on-call engineering contract directly with P&P.

Erik Howard has worked with the Agency for nearly two decades and has played a central role in nearly every capital improvement project during that time. As he has changed firms, the Agency has consistently maintained its professional relationship with him due to his institutional knowledge and engineering expertise.

Under the on-call agreements with ERSC and, subsequently, through P&P's subcontract with Webb, Howard has provided engineering support for the following Agency initiatives:

1. Heli-Hydrant Engineering for Cabazon Water District and High Valleys Water District
2. Easement and Right-of-Way support for the East Branch Extension
3. Monitoring Well Design and Engineering Support
4. Monitoring Well Easement and Right of Way Acquisition
5. General Engineering and Surveying Services

In addition, other staff from P&P have assisted the Agency with water resource planning efforts, including support for the Sites Reservoir project and other SWP-related initiatives. Many of these tasks remain active and are expected to continue into the next fiscal year.

Given the success of the current on-call engineering model, staff proposes entering into a standalone on-call engineering contract with P&P, structured similarly to the former ERSC agreement. The recommended contract would have an initial one-year term, with the option to extend for up to four additional years, aligning with the timeline of Webb's existing on-call contract. The initial not-to-exceed amount is proposed at \$250,000 per fiscal year.

The FY 2025–26 adopted budget includes \$500,000 for on-call engineering services. While the combined not-to-exceed contract amounts for P&P and Webb would total \$750,000, staff will manage task authorizations under both contracts to ensure total expenditures remain within the \$500,000 budgeted line item. Any need to exceed this amount would be brought to the Board for prior approval through a formal budget revision.

STRATEGIC PLAN NEXUS

On-call engineering services help advance various aspects of the Agency's Strategic Plan, including:

- Strategic Goal 2: Ensure a reliable delivery system that advances efficiency and resiliency.
 - Objective 1 – Develop additional recharge facilities to support conjunctive use.
 - Objective 2 – Investigate additional opportunities to increase water storage capabilities

FISCAL IMPACT

The General Fund Budget (the Green Bucket) for FY 2025-26 includes a line item “On-Call Agency Engineer” (line 86) under the General Engineering Services sub-section of the Consulting and Engineering Services Section. The recently approved budget includes an amount of \$500,000 for this item, as detailed in this report. Maintaining consistency with last year’s procedure, collective expenditures for this line item will not exceed \$500,000 without prior Board approval.

ACTION

Authorize the General Manager to execute an On-Call Engineering Services contract with Provost and Pritchard for a not-to-exceed amount of \$250,000.

ATTACHMENTS

1. Provost and Pritchard On-Call Engineering Proposal

PROVOST & PRITCHARD CONSULTING GROUP

19340 Jesse Lane, Suite 220, Riverside, CA, 92508 • (866) 776-6200
www.provostandpritchard.com

April 14, 2025

Mr. Emmett Campbell
San Geronio Pass Water Agency
1210 Beaumont Avenue
Beaumont, CA 92223

**Subject: On-Call Professional Engineering and Land Surveying Services for
San Geronio Pass Water Agency, Beaumont, California**

Dear Emmett:

Thank you for the opportunity to submit this proposal to provide on-call engineering and land surveying services for the San Geronio Pass Water Agency (Agency). This proposal discusses our understanding of the potential work, along with an associated fee schedule.

PROJECT UNDERSTANDING

We understand that the Agency desires engineering support as an extension of its staff for various engineering-related tasks, including for the design of water-related infrastructure, preliminary design reports, land survey work, various studies and evaluations, water planning documents, and State Water Project and/or Sites Reservoir-related analyses. The contract value is anticipated to be \$250,000, although specific work will vary and the total of all projects is not guaranteed to reach the full amount.

As he has in the past, Erik T. Howard, PE, PLS, will serve as the primary contact and Principal Engineer for the duration of the contract. Dating back to 2005, Erik has enjoyed a long and successful relationship over the past 20+ years and with several generations of SGPWA General Managers and Staff. In doing so, he has acquired a wealth of institutional knowledge in all aspects of Agency's infrastructure and operations, from inception to commissioning.

Provost & Pritchard (P&P) is currently providing professional services as a subconsultant to one of the Agency's On-call consultants. As part of this new contract, P&P proposes to maintain its level of services but under a direct contract with the Agency. Depending on a project's status and level of urgency, Erik may reside on-site (in an Agency provided office) to work in person with Staff members. Otherwise, use of virtual meeting tools, emails and phone calls would be the prominent communication platforms.

It is our understanding that each task desired by the Agency under this contract will be initiated by a Task Order, signed by the Agency, that defines a specific scope of services and that includes a project budget and schedule agreed to by the Agency and P&P. Depending on the nature of the project, P&P's assigned staff with the most appropriate skillset will be selected.

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Engineering • Structural • Geostuctural • Surveying • Planning • Environmental • GIS • Construction Services • Hydrogeology • Consulting
Clovis • Visalia • Bakersfield • Modesto • Los Banos • Chico • Sacramento • Sonora • San Luis Obispo • Riverside • Camarillo • Boise, ID

COMPANY BACKGROUND

Provost & Pritchard (P&P) brings decades of experience in land surveying, design of public works projects, service as District- or City-Engineer, and planning services (including master plans, urban water management plans, and groundwater sustainability plans) across California. Our team has successfully designed and implemented water transmission and distribution lines, pump stations, recharge facilities, reservoirs, water treatment facilities, and wells, delivering cost-effective, constructible solutions while meeting local and state regulations. We are also very familiar with the State Water Project and Sites Reservoir, and have assisted clients in various dealings with both.

Members of our project team bring direct experience with groundwater recharge facility design, water line design (gravity and pressure), surveys of various kinds, water master plans, urban water management plans, groundwater sustainability plans, and infrastructure plans.

P&P and our proposed project team members have a long history (over 20 years) of working with the Agency, and has been involved in the following Agency projects (partial list):

- SGPWA Water Allocation Study
- Noble Creek EBX turnout (temporary, permanent, and expansion)
- Mountain View EBX turnout
- Brookside Recharge Facility Pipeline
- Infrastructure Plan
- San Geronio Pass Subbasin Groundwater Sustainability Plan
- County Line Recharge Project (technical review)
- Brookside West Recharge Facility mapping (ALTA /NSPS) and property acquisition assistance

With the recent opening of new offices in Riverside and Camarillo, Provost & Pritchard is investing in our Southern California client base, and is able to offer many of our services with employees based in these two offices, in particular Erik from our Riverside office. With a deep understanding of Agency standards, regulatory requirements, and real-world constructability, Provost & Pritchard is well-equipped to provide the Agency with virtually any on-call engineering service that it may need.

PROJECT TEAM

Our preliminary project team includes, but not limited to, the following experienced engineers (resumes available upon request):

- Erik Howard, PE, PLS – Principal Engineer
- Terry Erlewine, PE – Principal Engineer
- Matt Kemp, PE – Principal Engineer
- Owen Kubit, PE – Certified Hydrogeologist
- Mike McGovern, PE – Senior Engineer

PROFESSIONAL FEES

Provost & Pritchard Consulting Group will perform all services under this contract on a time and materials basis, in accordance with our Standard Fee Schedule in effect at the time services are rendered. For each approved task order, these fees will be invoiced monthly as they are accrued. Reimbursable expenses will be invoiced in addition to professional fees. If it appears we will need to exceed the upper range above, we will notify you in writing before we do so, and will provide a revised estimate.

SCHEDULE

Once we receive an individual task order under this contract, we will prepare a budget and schedule to perform the work and submit for approval by the Agency prior to finalizing the Task Order. Once we submit a deliverable for review, Agency review time is beyond our control. Once we receive Agency comments, we will finalize the deliverable as quickly as possible so that the Agency may complete the project, or move on to the next phase of the project as directed by Staff.

TERMS AND CONDITIONS

As stipulated in Agency's standard contract language to be executed by both parties.

Respectfully,
Provost & Pritchard Consulting Group

Erik T. Howard, RCE 53318, PLS 7648
Principal Engineer

Joe Hopkins, RCE 74955
Director of Operations

TERMS AND CONDITIONS ACCEPTED

By San Geronio Pass Water Agency

Signature

Printed Name

Title

Date

2025 STANDARD FEE SCHEDULE

This schedule supersedes previously published fee schedules as of the effective date of January 1, 2025.

Multi-year contracts are subject to any subsequent changes in these rates.

STAFF TYPE	FEE RANGE
ENGINEERING	
Assistant Engineer	\$121.00 – \$149.00
Associate Engineer	\$142.00 – \$172.00
Senior Engineer	\$180.00 – \$217.00
Principal Engineer	\$227.00 – \$287.00
Associate Structural Engineer	\$142.00 – \$172.00
Senior Structural Engineer	\$180.00 – \$216.00
Principal Structural Engineer	\$226.00 – \$266.00
Assistant Electrical, I&C Engineer	\$128.00 – \$156.00
Associate Electrical, I&C Engineer	\$163.00 – \$192.00
Senior Electrical, I&C Engineer	\$202.00 – \$242.00
SPECIALISTS	
Assistant Specialist	\$101.00 – \$121.00
Associate Specialist	\$126.00 – \$156.00
Senior Specialist	\$163.00 – \$201.00
Principal Specialist	\$211.00 – \$271.00
Assistant Biologist	\$102.00 – \$117.00
Associate Biologist	\$122.00 – \$149.00
Senior Biologist	\$156.00 – \$178.00
Principal Biologist	\$186.00 – \$226.00
Assistant Geologist/Hydrogeologist	\$111.00 – \$136.00
Associate Geologist/Hydrogeologist	\$137.00 – \$165.00
Senior Geologist/Hydrogeologist	\$176.00 – \$206.00
Principal Geologist/Hydrogeologist	\$216.00 – \$256.00
Principal Tunneling Consultant	\$251.00 – \$281.00
PLANNING	
Assistant Planner	\$103.00 – \$123.00
Associate Planner	\$130.00 – \$151.00
Senior Planner	\$158.00 – \$186.00
Principal Planner	\$194.00 – \$224.00
TECHNICAL	
Assistant Technician	\$90.00 – \$107.00
Associate Technician	\$114.00 – \$138.00
Senior Technician	\$144.00 – \$172.00

STAFF TYPE	FEE RANGE
CONSTRUCTION SERVICES	
Associate Construction Manager	\$140.00 – \$160.00
Senior Construction Manager	\$167.00 – \$191.00
Principal Construction Manager	\$201.00 – \$231.00
Construction Inspector ⁽¹⁾	\$175.00 – \$220.00
Construction Inspector OT ⁽¹⁾	\$225.00 – \$270.00
Construction Inspector Dbl OT ⁽¹⁾	\$250.00 – \$295.00
SUPPORT	
Administrative Assistant	\$80.00 – \$100.00
Project Administrator	\$94.00 – \$120.00
Senior Project Administrator	\$128.00 – \$210.00
Intern	\$70.00 – \$85.00
SURVEYING SERVICES	
Assistant Surveyor	\$116.00 – \$146.00
Licensed Surveyor	\$166.00 – \$206.00
1-Man Survey Crew	\$205.00
1-Man Survey Crew ⁽¹⁾	\$245.00
1-Man Survey Crew OT ⁽¹⁾	\$270.00
2-Man Survey Crew	\$315.00
2-Man Survey Crew ⁽¹⁾	\$345.00
2-Man Survey Crew OT ⁽¹⁾	\$370.00

(Field work not including survey equipment billed at individual standard rate plus vehicle as appropriate.)

(1) Prevailing wage rates shown for San Joaquin, Stanislaus, Merced, Madera, Fresno, Tulare, Kings, and Kern counties; other counties as quoted.

Additional Fees

Expert Witness / GIS Training: As quoted.

Travel Time (for greater than one (1) hour from employee's base office): \$95/hour (unless the individual's rate is less)

Project Costs

Mileage: IRS value + 15%

Outside Consultants: Cost + 15%

Direct Costs: Cost + 15%

Provost and Pritchard On-Call Engineering

BOARD OF DIRECTORS

JUNE 16, 2025

The Agency is currently advancing numerous capital improvement project that support:

Infrastructure Upgrades

Operational Reliability

Regional Fire Protection

Groundwater Monitoring Well
Expansion



To assist in capital improvement projects



To assist with maintenance projects



To provide technical assistance to Agency staff as needed

SGPWA needs additional engineering support to accomplish short and long-term goals

To Recap:
SGPWA Staff
Issued an RFP
for On-Call
Engineering
Support

Staff issued the RFP on the Agency website

Two proposals were received

An interview was conducted with both Firms

References were checked as a part of this process

Fee proposals were opened

Final selection was made

The Board Authorized Two Firms for On-Call Engineering Services



Engineering Resources of Southern California (ERSC)



Albert A. Webb Associates (Webb)

with Provost and Pritchard (P&P) as Sub-Consultant

The Principal Engineer, Erik Howard, from ERSC left the Firm



Mr. Howard has been assisting the Agency for over 15 years



Mr. Howard has designed, constructed, and/or supported nearly all Agency infrastructure projects over the last decade



Because of Mr. Howards departure, Staff recommended letting the ERSC contract expire

Mr. Howard joined the Provost and Pritchard (P&P) team



Provost and Pritchard has been a sub-consultant to Webb for their on-call efforts



Occasional tasks for P&P have been issued as a passthrough, but with the addition of Erik Howard, the passthrough has become more substantial



Because of these inefficiencies, Staff is recommending a standalone On-Call Engineering Services contract with P&P

Erik Howard performed many tasks either with ERSC or P&P (Webb):

Heli-Hydrant
Engineering for
CWD and HVWD

Easement and Right
of Way Support for
the East Branch
Extension

Monitoring Well
Design and
Engineering
Support

Monitoring Well
Easement and Right
of Way Acquisition

General
Engineering and
Surveying Services

Mr. Howard has a long history with the Agency and each time he has moved Firms, SGPWA has maintained a professional relationship



Additionally, SGPWA works closely with multiple P&P staff members regarding SWP and water planning support



Other tasks these staff members have assisted with include Sites Reservoir support

Given the success of the current on-call engineering model, staff proposes entering into a standalone on-call engineering contract with P&P for a not to exceed amount of \$250k per fiscal year. The arrangement would be similar to Webb and ERSC and would run for one year, with four (4) annual extensions.

The \$250k would be a not to exceed amount. The contract is administered on a task order basis. The on-call contract does not commit the Agency to spending the full \$250k.

The Agency has additional on-call engineers. In this instance, staff will not exceed the budgeted line item of \$500k without asking the Board for a budget amendment.

Recommendation

Authorize the General Manager to execute an On-Call Engineering Services contract with Provost and Pritchard for a not-to-exceed amount of \$250,000.