



City of Oceanside

300 North Coast Highway,
Oceanside, California 92054

Staff Report

File #: 26-1338

Agenda Date: 4/22/2026

Agenda #: 11.

DATE: April 22, 2026

TO: Honorable Mayor and City Councilmembers

FROM: Water Utilities Department

TITLE: PROFESSIONAL SERVICES AGREEMENT WITH WATER WORKS ENGINEERS, LLC FOR PREPARATION OF THE POTABLE WATER AND SEWER MASTER PLAN UPDATES AND APPROPRIATE FUNDS FROM THE WATER AND SEWER FIXED ASSET REPLACEMENT FUNDS

RECOMMENDATION

Staff recommends that the City Council approve a Professional Services Agreement with Water Works Engineers, LLC, in an amount not-to-exceed \$2,138,687 for preparation of the Potable Water and Sewer Master Plan Updates; appropriate \$315,127 from the Water and \$318,207 from the Sewer Fixed Asset Replacement Fund unrestricted reserves; and authorize the City Manager, or designee, to execute the agreement upon receipt of all required documents.

BACKGROUND AND ANALYSIS

The Potable Water and Sewer Master Plans are foundational planning documents that guide the City's evaluation of system capacity, infrastructure needs, and long-term capital improvements for the water and sewer systems. Major themes include analysis of existing system capacity, buildout system capacity, water supply and demand projections, wastewater flows, and recommendations for future capital improvements.

The Water Utilities Department's (Department's) last update to the Potable Water and Sewer Master Plans was completed in 2015. Increased development density associated with evolving state housing laws has created new demands on the City's water and sewer system beyond what was anticipated in previous master plans. The update will allow the City to evaluate system capacity and identify infrastructure improvements needed to support future development while maintaining reliable utility service.

Furthermore, industry technology and methodologies for system planning have significantly advanced in the last ten years. This master planning effort will provide the Department with the necessary updated tools to evaluate system performance, plan future infrastructure investments, and increase efficiency in both capital planning and development services review.

The City released a Request for Proposal (RFP) on December 30, 2025, seeking qualified engineering consultants to provide planning and engineering services for the preparation of both the potable water and sewer master plan update. Four qualified consultants submitted their proposals

before the deadline of February 5, 2026. Proposals were distributed to a selection committee, which determined Water Works Engineers, LLC (Water Works) best met the criteria outlined in the RFP and demonstrated the necessary qualifications and strong experience to complete the scope of work.

No protests were received during the procurement process. Staff and the City Attorney’s Office have reviewed the proposal and supporting documents submitted by Water Works and the agreement has been approved as to form.

Staff anticipates work will begin in May 2026, with an estimated project duration of approximately two years.

FISCAL IMPACT

Approval of the agreement with Water Works will authorize a not-to-exceed contract amount of \$2,138,687. Staff also recommend appropriations totaling \$633,334, which includes \$333,334 for the Water Works Agreement, and an additional \$300,000 to support limited-term GIS data preparation with the master planning effort, bringing the total project budget to \$2,438,687. Appropriations will come from 712.3100.0002 and 722.3100.0002, respectively, which have respective balances of \$83.7M and \$134.5M; therefore, sufficient funds are available.

Table 1 below outlines how staff propose to fund the agreement, including temporary GIS Support staff and appropriations.

**Table 1 - Project Funding Summary
Potable Water and Sewer Master Plan Update**

Description	Amount	Account Number	FY25-26 Budget	FY26-27 Budget	FY27-28 Budget	Additional Appropriation	Account Total
Water Works PSA	\$1,029,587	Water 908152818712. 5326.10110	\$414,460	\$150,000	\$250,000	\$215,127	\$1,029,587
	1,109,100	Sewer 909153718722. 5326.10110	185,893	600,636	204,364	118,207	1,109,100
GIS Temporary Help	100,000	Water 908152818712. 5305.10100				100,000	100,000
	200,000	Sewer 909153718722. 5305.10100				200,000	200,000
TOTAL	\$2,438,687		\$600,353	\$750,636	\$454,364	\$633,334	\$2,438,687

Funding for this Project comes from Water Sales and Water Meter Charges in the Water Fixed Asset Replacement fund, 712 and Sewer Flow and Service Charges in the Sewer Fixed Asset Replacement fund, 722.

COMMISSION OR COMMITTEE REPORT

The Oceanside Utilities Commission approved staff's recommendation at a special meeting held on April 15, 2026.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

PREPARED BY: Neil Irani, Senior Civil Engineer
APPROVED BY: Frederick Mayo, Water Utilities Director
SUBMITTED BY: Jonathan Borrego, City Manager

ATTACHMENTS:

1. Professional Service Agreement