



DATE: April 7, 2026

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Professional Services Agreement with EKI Environment & Water, Inc., Increasing the Maximum Compensation by \$125,000 for a Total Not-to-Exceed Contract Amount of \$625,000 to Provide Geographic Information System (GIS) Services, and Appropriating Additional Funds in an Amount of \$250,000 from the Water and Sewer Enterprise Funds for the GIS Data Development and Conversion Project No. 07117

RECOMMENDATION

That Council adopts a resolution (Attachment II):

1. Authorizing the City Manager to execute Amendment No. 2 to the professional services agreement (PSA) with EKI Environment & Water (EKI) increasing maximum compensation in an amount of \$125,000, resulting in a total contract amount not-to-exceed \$625,000 to provide geographic information system (GIS) services.
2. Appropriating additional funds in the amount of \$250,000 for the GIS Data Development and Conversion Project No. 07117.

SUMMARY

The Utilities Division of the Department of Public Works & Utilities is responsible for maintaining maps of the City's water and sanitary sewer systems. Both City staff and the public rely on this information to approximately locate the water and sewer pipelines and related infrastructure. On January 17, 2023¹, Council authorized PSAs with CSG Consultants (CSG), EKI Water & Environment (EKI), Harris & Associates (Harris), Lee and Ro, and V. W. Housen for on-call engineering support and staff augmentation services in an aggregate amount not-to-exceed \$1,500,000, with individual PSAs in amounts not to exceed \$500,000. Under this authorization, on June 2, 2023, the City of Hayward (City) issued a request for task proposal to CSG, EKI, and Harris based on their relevant experience and qualifications for geographic information system (GIS) services. Staff had completed a review process of the proposals submitted by the June 23, 2023 deadline, and EKI was

¹ <https://hayward.legistar.com/LegislationDetail.aspx?ID=5996136&GUID=D9B13E02-E19C-4724-AA74-EF710ED113F9&Options=&Search=>

awarded the Geographic Information System Data Development and Conversion Project No. 07117 for a maximum compensation not-to-exceed \$500,000 to update the City’s water and sewer system maps and prepare a feasibility study to evaluate potential new features for the City’s online version of the maps. Staff is requesting City Council to approve an increase to EKI’s contract in an amount not-to-exceed \$125,000, resulting in a total maximum compensation not to exceed \$625,000, for additional services to improve the online maps and create a separate application for documenting observations made in the field. In addition, staff is requesting City Council to appropriate a total of \$250,000 from the water and sewer enterprise funds for the additional services and costs of project administration by City staff.

FISCAL IMPACT

This item does not impact the General Fund or Measure C.

The estimated costs for the GIS Data Development and Conversion Project are as follows:

Professional GIS Services – Consultant	\$125,000
Project Administration – City Staff (Estimated)	<u>\$125,000</u>
Total	\$250,000

The adopted FY26 CIP includes approximately \$118,000 to cover the existing GIS services related to the GIS Data Development and Conversion Project, Project No. 07177, in the Water Improvement Fund 604 and Sewer Improvement Fund 612. The additional requested amount of \$125,000 in the PSA will cover the additional services related to improvements of the online maps and create a separate application for documentation in the field. The estimated staff time of \$125,000 includes project management, updating the record drawings repository, and conducting field work to locate sanitary sewer manholes to improve the accuracy of the sewer system data. Staff is requesting City Council to appropriate a total amount of \$250,000, split evenly between Fund 604 and Fund 612, to Project No. 07177 to cover all the additional services provided by the consultant and City staff.

BACKGROUND

The City’s water system is comprised of approximately 405 miles of pipeline, 16 water storage reservoirs, and 10 pump stations. The City has approximately 38,085 service connections in various sectors such as commercial, industrial, residential, and institutional/governmental. Additionally, the City’s sanitary sewer collection system includes approximately 322 miles of gravity sewers, four miles of force mains, and nine lift stations. The City’s sewer service area includes approximately 36,379 accounts, made up of residential, commercial, and industrial users. The sewer collection system conveys the wastewater flow to the City’s Water Resource Recovery Facility (WRRF), formerly known as the Water Pollution Control Facility (WPCF).

The City uses ArcGIS software, a geographic information system for mapping and data management. The data include information about the system components such as pipes, valves, hydrants, manholes, and other structures. Once the data is updated in ArcGIS, the water and sewer maps are generated in portable document format (PDF) and can then be printed as hard copies. City staff and the public depend on the maps and record drawings to approximately locate water and sewer pipelines and related infrastructure. The GIS database also helps staff manage and plan the upgrades and replacements of the water and sewer systems. In addition, the City maintains an online version of the maps. Due to the detailed nature of the data, the online version of the system maps is for internal use only. The City maintains an ongoing effort to keep its maps up to date by incorporating changes to the water and sewer systems due to improvements, replacements, extensions, and relocations performed by the City and developers.

On January 17, 2023, Council authorized PSAs with CSG, EKI, Harris, Lee and Ro, and V. W. Housen for on-call engineering support and staff augmentation services in an aggregate amount not-to-exceed \$1,500,000, with individual PSAs in amounts not to exceed \$500,000.

Under this authorization, on June 2, 2023, a request for task proposal (RFTP) was advertised and issued to CSG, Harris, and EKI based on their relevant experience and qualifications for the GIS Data Development and Conversion Project. On June 23, 2023, the RFTP submittal deadline, the City had received two (2) valid proposals from Harris and EKI. Based on the five (5) project tasks and evaluation criteria set forth in the RFTP, EKI's proposal was ranked highest with an average score of 86 out of a total of 100 points. Both firms are well qualified and assembled strong teams for this project. However, while EKI's fee is somewhat larger than Harris, staff selected EKI for demonstrating the best combination of qualifications and responsiveness to the City's RFTP scope of work and related criteria.

To date, two tasks have been authorized under these agreements. EKI was awarded the GIS Data Development and Conversion Project, Project No. 07177, for a not-to-exceed amount of \$500,000 for professional GIS services. V.W. Housen was awarded staff augmentation services for a not-to-exceed amount of \$220,000.

DISCUSSION

EKI has incorporated new data and produced updated water and sewer maps in PDF for staff to print hard copies. EKI has also evaluated the feasibility of implementing several enhancements to the City's current online maps of its water and sewer systems. The City requested a proposal from EKI for additional services to fully implement the new enhancements to the City's online map version (for internal use only) so that, in addition to hard copies, City staff can use the online maps more efficiently. The improvements include adding direct hyperlinks to records and as-built drawings, developing a separate application to record field observations, and creating a water valve labeling scheme. These improvements will help staff more easily locate and manage water and sewer infrastructure and improve efficiency when using the maps. Staff is requesting Council

approval to increase EKI's contract by an amount not-to-exceed \$125,000, resulting in a total contract maximum compensation of \$625,000 for additional services to complete the improvements to the City's online maps and develop a separate application for documenting field observations.

ECONOMIC IMPACT

Updating the City's water and sewer maps improves efficiency by helping staff quickly locate infrastructure, reducing labor time and operational costs. Maintaining data on the City's systems helps minimize costly mistakes, such as potential accidental damage to pipes, and supports better planning for system upgrades and replacements. The City's online maps also lower printing and administrative costs while allowing faster information sharing across departments.

STRATEGIC ROADMAP

This agenda item supports the Strategic Priority of Invest in Infrastructure., though it is not a specific project on the Strategic Roadmap.

Keeping the water and sewer maps up to date ensures the systems can be managed and upgraded efficiently.

SUSTAINABILITY FEATURES

Updating the City's water and sewer maps supports sustainability by helping staff locate and repair leaks faster and reducing water loss. Maintaining up-to-date maps ensures the water and sewer systems can be operated and maintained efficiently over time, supporting a sustainable and reliable system for the community.

PUBLIC CONTACT

There is no public contact associated with this item.

NEXT STEPS

If Council approves, staff will finalize the contract amendment with EKI Environment & Water, allowing the firm to continue providing geographic information system services and complete the project.

Prepared by: Tay Nguyen, Senior Utilities Engineer

Reviewed by: Zaheer Shaikh, Utilities Engineering Manager

Recommended by: Alex Ameri, Director of Public Works

Approved by:

A handwritten signature in blue ink, appearing to read "Jennifer Ott". The signature is fluid and cursive, with the first name "Jennifer" and the last name "Ott" clearly distinguishable.

Jennifer Ott, City Manager