

**MANCHESTER WATER DISTRICT  
RESOLUTION NO. 2024-10**

**A RESOLUTION OF  
THE BOARD OF COMMISSIONERS OF MANCHESTER WATER DISTRICT  
APPROVING A CONTRACT WITH BHC CONSULTANTS, LLC FOR THE 2025  
WATER SYSTEM PLAN UPDATE**

**WHEREAS**, District staff has determined the need for professional consulting services for updating the District's current Water System Plan; and

**WHEREAS**, on January 24, 2024, pursuant to District Resolution 2016-06 Establishing a Small Public Works Roster Process for Consulting Services, District staff pulled a consultant roster from the District's hosting agency, MRSC Rosters, for the Main Category: Engineering Services and Sub-Category: Water System Planning and Design; and

**WHEREAS**, on January 24, 2024, staff selected three (3) consulting firms from the roster and downloaded their Statement of Qualifications (SOQ); and

**WHEREAS**, on May 13, 2024, and July 22, 2024, staff evaluated and scored the three (3) consulting firms based on the information provided in their SOQ's for the proposed scope of work, and selected the most highly qualified firm, BHC Consultants, LLC; and

**WHEREAS**, District staff and BHC representatives have negotiated and agreed upon a defined scope of work (Exhibit A) and fee (Exhibit B) for the project in the amount of \$150,000; and

**WHEREAS**, the District General Manager is seeking Board authorization to execute a Professional Services Agreement with BHC Consultants, LLC for the 2025 Water System Plan Update.

**NOW THEREFORE BE IT RESOLVED** by the District Board that the District General Manager is authorized to execute a Professional Services Agreement with BHC Consultants, LLC in the amount of \$150,000.

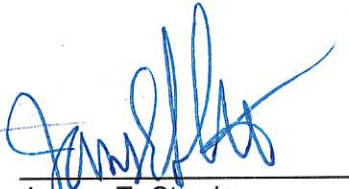
**THIS RESOLUTION** was duly considered and approved by the Manchester Water District Board of Commissioners in a regularly scheduled open public meeting on November 12, 2024.

1. **Ratification.** Any act consistent with the authority granted pursuant to this Resolution occurring prior to the effective date of this Resolution is hereby ratified and affirmed; and
2. **Severability.** The provisions of this Resolution are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this resolution or the invalidity of the application thereof to any person or circumstances, shall not affect the validity of the remainder of the resolution, or the validity of its application to other persons or circumstances; and
3. **Effective Date.** This resolution shall become effective immediately upon adoption and signature as provided by law.

ADOPTED by the Manchester Water District Board of Commissioners on November 12, 2024.



Steve Pedersen  
Board Chair



James E. Strode  
Secretary



Robert Ballard  
Commissioner

Approved as to form:



Ken Bagwell, District Attorney