



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 25-365

**Meeting Date:** 7/15/2025

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**TITLE:**

**AWARD OF PROFESSIONAL SERVICES AGREEMENT FOR STORMWATER AND WATER QUALITY ADMINISTRATION SUPPORT**

**DEPARTMENT:** PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

**PRESENTED BY:** RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

**CONTACT INFORMATION:** SEUNG YANG, P.E., CITY ENGINEER (714) 754-5335

**RECOMMENDATION:**

Staff recommends the City Council:

1. Award a Professional Services Agreement (PSA) to WSP USA, Inc., 3560 Hyland Avenue, Suite 100, Costa Mesa, California for three (3) years with two (2) one-year renewal periods in an amount not to exceed \$164,800 annually, for professional services to provide stormwater and water quality administration support for compliance with the National Pollutant Discharge Elimination System (NPDES) and Municipal Separate Storm Sewer System (MS4) Permit Program.
2. Authorize the Interim City Manager and the City Clerk to execute the PSA and any future amendments to the agreement.

**BACKGROUND:**

California Regional Water Quality Control Board Order No. R8-2009-0030, NPDES No. CAS618030, amended by Order No. R8-2010-0062, along with the County of Orange Drainage Area Management Plan (DAMP) and City of Costa Mesa Local Implementation Plan (LIP), requires permittees (County of Orange, Orange County Flood Control District and incorporated cities of Orange County) to develop and implement programs, plans and policies necessary to reduce the discharge of pollutants to urban storm water runoff and to protect the water quality of the receiving waters. To this effect, the City annually conducts inspections of approximately 250 commercial/industrial businesses, construction site Best Management Practices (BMPs) during construction and post-construction, and responds to illicit discharges.

**ANALYSIS:**

In coordination with staff from various departments in the City, a scope of work for professional services was developed, and a Request for Proposals (RFP) was posted on PlanetBids. The scope of work under this contract requires the selected consultant to provide the following services:

- Inspecting industrial/commercial facilities
- Inspecting City fixed facilities
- Reviewing Water Quality Management Plans (WQMPs) for private development projects during design
- Inspecting BMPs during construction
- Updating the City's (WQMP) inventory
- Coordinating and sharing the WQMP inventory with the County of Orange (Stormwater Tools Program)
- Inspecting approximately 55 post-construction WQMPs annually
- Ensuring compliance with upcoming Statewide Trash Provisions
- Responding to illicit discharges and connections
- Updating the City's Local Implementation Plan (LIP)
- Supporting City staff in updating local water quality ordinances, the Annual Program Effectiveness Assessment (PEA) report, and ensuring compliance with Senate Bills
- Providing training to city staff
- Providing other services as agreed upon by the City and WSP

Two (2) proposals were received for consideration. Proposals were screened for compliance with the City's RFP and evaluated based on the method of approach, qualifications, experience, staffing, and cost proposal.

To ensure an objective selection process, an evaluation committee was assembled, and all members evaluated proposals independently to assess qualifications and experience to address the City's needs. After a thorough evaluation of the proposals, the evaluation committee found WSP USA Inc. (WSP) to be well qualified to perform the requested services based on WSP demonstrating the following:

- A thorough understanding of the project
- Substantial experience and technical ability to perform the outlined scope of work
- A proven track record of providing inspection services for commercial and industrial facilities for the City in the past

The other proposer, Willdan Engineering, was also qualified by demonstrating:

- Knowledge of key tasks and deliverables
- A qualified team that is knowledgeable and able
- A comprehensive skill set tailored to adherence to the rules and regulations governing NPDES and MS4 permitting

However, based on the cumulative review of proposals by the evaluation committee, it was determined that WSP possessed better qualifications and experience in administering the City's stormwater quality program. WSP has performed inspection services for commercial/industrial facilities for the City in the past with successful results.

Therefore, staff recommends award of a PSA to WSP (Attachment 1) for three (3) years with two (2) one-year renewal periods in a not to exceed amount of \$164,800 annually.

**ALTERNATIVES:**

The City Council may elect to reject all proposals, re-advertise, and re-evaluate newly submitted consultant proposals. Staff has determined that doing so will not result in any appreciable quality bidders and does not recommend this action.

**FISCAL REVIEW:**

Funding for this agreement is available in the Adopted Fiscal Year 2025-26 Operating Budget in the General Fund (Fund 101).

**LEGAL REVIEW:**

The City Attorney's Office has reviewed this staff report and prepared the Professional Services Agreement (PSA) and approves them both as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This project supports the following City Council goal:

- Strengthen the Public's Safety and Improve the Quality of Life
- Advance Environmental Sustainability and Climate Resiliency

**CONCLUSION:**

Staff recommends the City Council:

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