

# CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD  
LA CRESCENTA, CALIFORNIA

Agenda for the Meeting of the Engineering Committee  
of the Crescenta Valley Water District

To be held on

July 19, 2018 at 9:30 AM

Posted July 18, 2018 at 9:00 AM

## Call to Order

## Adoption of Agenda

## Information Items

1. Status of Groundwater Wells and Well Capacity
2. Well #2 Re-activation and Nitrate Treatment Plant Project – Additional Services
  - a) Amendment to Contract for Quality Control Inspection Services - Cannon
  - b) Amendment to Contract for Construction Support Services – SA Associates
  - c) Amendment to Contract for Nitrate Removal Treatment System - APTwater
  - d) Amendment to Contract for SCADA Equipment – Tesco Controls
  - e) Amendment to Contract for Construction - California Building Evaluation & Construction
3. FY 2018/19 Grant Assistance Consulting Services

## Public Comments

At this time, members of the public shall have an opportunity to address the Committee on items of interest that are within the subject matter jurisdiction of this Committee. This opportunity is non-transferable and speakers are limited to three (3) minutes each.

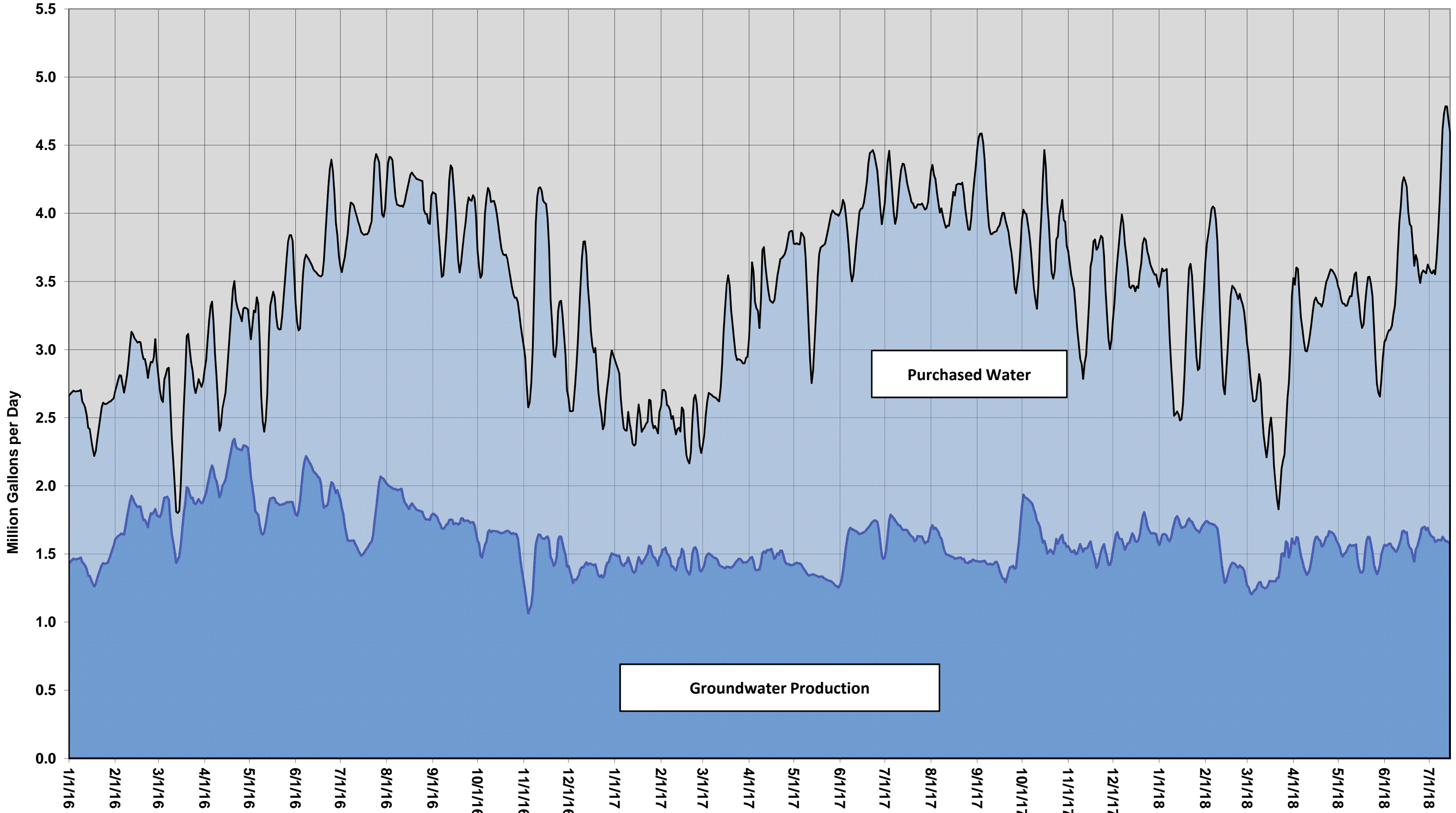
## Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting – August 16, 2018

## Adjournment

# Water Production Chart 2016 - 2018

■ Groundwater Production (MGD)    □ Total Water (MGD)



# CRESCENTA VALLEY WATER DISTRICT

## STAFF REPORT

Information Item No. 2

July 19, 2018

**To:** Engineering Committee

**From:** David S. Gould, P.E. – District Engineer

**Subject:** **Amendment to Contracts as part of Well 2 and Related Facilities, Project E-956**

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### **INFORMATION ITEM:**

**CVWD's Well 2 and Related Facilities, Project E-956** – Consideration and motion to authorize the General Manager to amend the following agreements and/or contracts:

- a) Amend agreement with Cannon Corporation for quality control inspection services related to the construction of Well 2 and related facilities at an additional cost of \$59,476.
- b) Amend agreement with SA Associates, Inc. for additional engineering and construction support services for Well 2 and related facilities at a cost of \$57,000.
- c) Amend contract with APTwater for additional services related to the installation of the new nitrate removal treatment system at a cost of \$48,292.
- d) Amend contract with Tesco Controls Inc. for additional services related to the installation and programming for the SCADA upgrades at a cost of \$10,680.
- e) Amend contract with California Building Evaluation & Construction, Inc. for the construction of Well 2 and related facilities at a cost of \$115,817.

### **DISCUSSION:**

The District issued the "Notice to Proceed" for construction of the Well 2 and related facilities on October 11, 2017 and the contractor California Building Evaluation & Construction, Inc (CBEC) had 210 calendar days to complete the project by May 9, 2018. CBEC mobilized on the site on November 13, 2017 and will be completed by July 20, 2018. The contract time was extended due to a number of change orders such as finding a building foundation from past construction, relocation of the sewer lateral, revising the building construction from a pre-fabricated building to a concrete masonry building and relocating the new electrical service. The extension of construction time also related to extra time for inspection and construction support services, which is discussed below.

Also, during construction, staff requested extra work from APTwater for the installation of the Nitrate Treatment Plant and additional work from Tesco Controls for SCADA integration and programming.

The following is a discussion of additional fees and construction change orders requested by the contractor and consultants.

#### **1. Cannon Corporation - Quality Control Inspection Services**

Cannon's agreement was approved in August 2017 to provide quality control inspection services for \$128,614, which covered the period from September 2017 to March 2018 and included a 10% contingency of \$12,861. An amendment to the agreement with Cannon for \$82,000 was approved in March 2018 for the period from March 2018 to May 2018. Staff requested a proposal for additional services to cover the period from June, 2018 to August 1, 2018 for on-site work and final project closeout. Cannon is requesting an additional \$59,476 to complete these services. The table below shows a summary of costs for Cannon services:

<b>Cannon – Quality Control Inspection Services</b>	<b>Amount</b>
Original Agreement - 8/15/17	\$128,614
10% Contingency	\$12,861
Amendment No. 1 - 3/27/18	\$82,000
Amendment No. 2 - 7/11/18	\$59,476
<b>Revised Total as of 7/19/18</b>	<b>\$282,951</b>

**2. SA Associates, Inc. - Engineering and Construction Support Services**

SA Associates' agreement was approved in October 2015 to provide engineering design services for \$114,000 and included a 10% contingency of \$11,400. An amendment to the agreement with SA Associates for additional construction support services for \$71,600 was approved in September 2017 and covered services until May 2018. Staff requested a proposal for additional construction support services to cover the period from May, 2018 to July, 2018 for construction support services. SA Associates is requesting an additional \$57,000 to complete these services. The table below shows a summary of costs for SA Associates services:

<b>SA Associates, Inc. - Engineering and Construction Support Services</b>	<b>Amount</b>
Original Agreement – 10/6/15	\$114,000
10% Contingency	\$11,400
Amendment No. 1 – 9/5/17	\$71,600
Amendment No. 2 - 7/11/18	\$57,000
<b>Revised Total as of 7/19/18</b>	<b>\$254,000</b>

**3. APTwater – ARoNite Nitrate Removal Treatment System**

APTwater was awarded a contract in December 2015 for the design and installation of the ARoNite Nitrate Removal Treatment System for a total cost of \$625,000. Staff has requested additional on-site services related to the installation of the treatment system for a cost of \$48,292 and the total is shown in the table below:

<b>APTwater – ARoNite Nitrate Removal Treatment System</b>	<b>Amount</b>
Original Contract – 12/8/15	\$625,000
Change Order No. 1	\$48,292
<b>Revised Total as of 7/19/18</b>	<b>\$673,292</b>

**4. Tesco Controls, Inc - SCADA upgrades**

Tesco Controls was awarded a contract in December 2017 for the procurement of SCADA equipment and programming for a total cost of \$32,920. Staff has requested for additional services related to additional programming needed for the system at a cost of \$10,680 and the total is shown in the table below:

<b>Tesco Controls – SCADA Upgrades</b>	<b>Amount</b>
Original Contract – 12/8/15	\$32,920
Change Order No. 1	\$10,680
<b>Revised Total as of 7/19/18</b>	<b>\$43,600</b>

**5. California Building Evaluation & Construction – Contractor**

California Building Evaluation & Construction, Inc (CBEC) contract was approved in September 2017 for the construction of Well 2 and related facilities for \$1,246,089 and included a 10% contingency of \$124,609 for unforeseen costs. Change Order No. 1 to No. 22 (See attached list) were approved by staff and were within the 10% contingency approved by the Board. Change Order Nos. 23 – 41 were reviewed and conditionally approved by staff for an additional \$133,218 to complete the project. The table below shows the final costs for CBEC.

<b>California Building Evaluation &amp; Construction - Construction</b>	<b>Amount</b>
Original Contract – 9/19/18	\$1,246,089
Change Order No. 1 – No. 23 (10% Contingency)	\$124,609
Additional Change Order No. 23 – No. 41	\$115,817
<b>Revised Total as of 7/19/18</b>	<b>\$1,486,515</b>

**FUNDING AVAILABILITY:**

The following table is a summary of the original cost breakdown and the updated cost breakdown based on the requests as shown above. The FY 18/19 CIP budget requested an additional \$410,000 to complete the project which is shown in the table below:

Account Description	Original Grant and Cost Breakdown	Updated Project Cost Breakdown	Amount Over/Under Budget
Greater Los Angeles County IRWM 2015	<b>\$1,825,000</b>	<b>\$1,825,000</b>	
<i>Amount reimbursed from Grant (39%)</i>	\$705,775	\$705,775	
<i>CVWD Costs (61%)</i>	\$1,119,225	\$1,119,225	
<b>Breakdown of Project Costs</b>			
Contract – Engineering Services - SA Associates	\$197,000	\$254,000	(\$57,000)
Contract – APTwater for ARoNite Nitrate Treatment System	\$625,000	\$673,292	(\$48,292)
Contract – Royal Wholesale Electric for MCC & Switch Board	\$98,547	\$102,737	(\$4,190)
Contract - Construction - CBEC	\$1,245,501	\$1,246,089	\$0
Construction - 10% Contingency	\$124,550	\$240,427	(\$115,817)
Contract - Quality Control Inspection Services - Cannon	\$141,475	\$141,475	\$0
Additional Services - Quality Control Inspection Services - Cannon	\$82,000	\$141,476	(\$59,476)
Contract - SCADA system upgrades - Tesco Controls	\$32,920	\$43,600	(\$10,680)
Misc. Costs - Soil inspection, permitting fees, construction staking, labor compliance & misc. costs	\$10,007	\$120,000	(\$109,993)
<b>Total Estimated Cost for Design &amp; Construction</b>	<b>\$2,557,000</b>	<b>\$2,962,508</b>	<b>(\$405,508)</b>
<b>Amount Remaining for Well 2 Project</b>	<b>(\$732,000)</b>	<b>(\$1,137,508)</b>	
Transfer of funds - FY 17/18 CIP	<b>\$235,000</b>	<b>\$235,000</b>	
Transfer of Funds from CVWD's MTBE Reserves	<b>\$500,000</b>	<b>\$500,000</b>	
FY 18/19 - Well 2 Project Funding		<b>\$410,000</b>	
<b>Remaining Funds</b>	<b>\$3,000</b>	<b>\$7,492</b>	

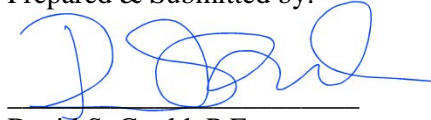
**Cost/Benefit Analysis:**

The original cost-benefit analysis prepared by staff with respect to annual savings for purchasing less imported water showed a payback period of 10.8 years for CVWD’s capital investment in September 2017. Staff adjusted the cost-benefit analysis with the revised total budget (as shown above) and it shows a payback period of 12.6 years.

**RECOMMENDATION:**

It is staff's recommendation to authorize the General Manager to amend agreements with Cannon for quality control inspection services and SA Associates for construction support services. Also, authorize the General Manager to amend contracts with APTwater, Tesco Controls and CBEC. Funding for these amendments to agreements/contracts was made available as part of the FY 18/19 CIP budget.

Prepared & Submitted by:



David S. Gould, P.E.  
District Engineer

Attachments: -

1. Cannon – Request for Additional Fees
2. SA Associates - Request for Additional Fees
3. APTwater – Summary of T & M Costs
4. Tesco Controls – Request for Change Order
5. California Building Evaluation & Construction – Summary of Change Orders



July 7, 2018

David S. Gould, PE  
District Engineer  
Crescenta Valley Water District  
2700 Foothill Boulevard  
La Crescenta, CA 91214

**Subject: ADDITIONAL PROFESSIONAL ENGINEERING SERVICES FOR QUALITY CONTROL INSPECTION SERVICES FOR CVWD'S WELL NO. 2 AND RELATED FACILITIES, PROJECT E-956, AMENDED SERVICE AGREEMENT (ASA) 2 ADDITIONAL CM SERVICES**

Dear Mr. Gould:

This letter is a request for an Additional Service Agreement (ASA) No. 2 for the extension of our services for the completion of the Construction Management (CM) and Public Works Observation for Well 2. The original completion date of construction was scheduled for May 2018. Based on the contractor's actual progress to date, and forecasted scheduling of the remaining work, it is anticipated the project will not be completed until the end of July 2018.

Cannon's current costs through the end of May 2018 are:

CM/Admin	\$93,069.59
Public Works Observation/Inspection	<u>\$125,499.25</u>
Total	\$218,568.84

Cannon's current budget through the end of May 2018 is: \$223,475.40

Cannon's remaining Budget to complete the project as of the end of May is: \$4,906.56

The cost to administer the Construction Management tasks of this project has exceeded our original fee. The reasons for the extra hours and cost have included additional Change Orders (38 to date and more anticipated), Request for information's (73 to date), 62 punch list items, plus additional weekly progress meetings. To date 58 calendar days have been added to the contract by change order and rain days

11900 Olympic Blvd., Suite 530  
Los Angeles, CA 90064  
T 310.664.1166  
F 310.664.8877

CannonCorp.us



*Proposal: Additional CM/PW Observation Services for  
CVWD's Well No. 2 and Related Facilities, Project  
E-956, Amended Service Agreement (ASA) 2*

ASA No. 2 Cost Summary for additional CM and PW Observation of the project for an estimated completion date of the end of July as follows:

CM	\$26,887.00
PW Observation	\$37,496.00
<u>Available Budget End of May</u>	<u>(\$4,906.56)</u>
Total ASA 2 for additional CM and PW Observation	\$59,476

If this ASA meets with your approval, please execute an amendment to our contract. The fees quoted in this proposal are valid from 60 days from this date and are based upon current California Prevailing Wages.

Sincerely,

Gary Roepke, PE No. 48693  
Senior Principal Engineer





July 12, 2018

David S. Gould, P.E.  
District Engineer  
Crescenta Valley Water District  
2700 Foothill Blvd.  
La Crescenta, CA 91214

Project: CVWD Well No. 2 and Related Facilities – Construction Support Services

Subject: Request for Additional Fee (Revised)

Dear David:

This letter is to request an adjustment to our fee to provide Construction Support Services for Well No. 2 and related facilities. The original completion date for the project, based on a schedule of 210 calendar days, had a starting date of November 6, 2017, and a completion date of May 22, 2018. Based on conversations at Progress Meeting No. 15 on March 15, 2018, the Contractor is now estimating the completion date to be July 20, 2018.

The reasons for the additional fee are as follows:

1. Shop Drawings: Our proposal of August 22, 2017, included 25 submittals and resubmittals. At present, we have reviewed 61 submittals and resubmittals. This does not include shop drawings reviewed for the change of the operations building from prefabricated to masonry, discussed below.
2. Operations Building: The Contractor had agreed to pay \$4,500 for the change of the Operations Building from prefabricated to masonry. The structural costs will exceed this number; however, we will absorb the difference.
3. Requests for Information (RFIs) and Requests for Clarification (RFCs): The original proposal included 10 RFIs and RFCs. At present, we have responded to more than 41 RFIs assigned to SA Associates. This does not include RFIs for the electrical work. We anticipate a few more RFIs until the end of construction. We have absorbed some of the costs in this item as well, which will help defray costs to CVWD.
4. Change Orders: In our original proposal, it was anticipated that the change orders would be handled by the Construction Manager and that SA Associates would provide support services on a time and materials basis. We will absorb these costs also.
5. Progress Meetings: Our original proposal included 3 meetings with the District and Contractor. At present, we have attended 27 meetings and anticipate 1 more for a total of 28 meetings to completion of the project. We will absorb some of the costs for the Project Manager.
6. Grading: We spent an exorbitant amount of time to resolve the grading issue. Several alternatives were prepared, presented, and reviewed. We also sent a couple of staff members to survey the earthwork to arrive at accurate calculations. We estimate the project cost to be about \$9,000. However, due to CVWD's budget constraints, we are requesting only \$4,000.
7. Miscellaneous: There were miscellaneous other items such as the eye wash station, door louvers in the Operations Building, electrical, etc. We will absorb these costs.



Crescenta Valley Water District  
Well No. 2 and Related Services  
Request for Additional Fee for Construction Support Services  
July 12, 2018

We anticipate the fee for the above work is as follows:

<u>No.</u>	<u>Task</u>	<u>Amount</u>
1	Shop Drawings	\$ 12,000
2	Operations Building	\$ -----
3	RFIs	\$ 27,000
4	Change Orders	\$ -----
5	Progress Meetings	\$14,000
6	Grading	\$ 4,000
7	Miscellaneous	\$ -----
<b>Total</b>		<b>\$ 57,000</b>

A breakdown of the hours is also attached.

Thank you for your consideration. Please call me if you have any questions.

Very truly yours,

A handwritten signature in black ink that reads 'Shahnawaz Ahmad'.

Shahnawaz Ahmad, P.E.  
President



**CRESCENTA VALLEY WATER DISTRICT**

**WELL NO. 2 - CONSTRUCTION SUPPORT SERVICES**

**Additional Fee Estimate (7-12-18)**

Task	Item	PM	Engr	CAD	Elec.	Str,	Sec.	Direct Costs	Total	
									Hours	\$
1	Shop Drawings	10	66				8	\$136	84	\$12,000
2	Operations Building								0	\$0
3	RFI's/RFC's	8	172				8	\$928	188	\$27,000
4	Change Orders								0	\$0
5	Progress Meetings	26	56				8	\$156	90	\$14,000
6	Grading	2	20	8				\$36	30	\$4,000
7	Misc.								0	\$0
<b>TOTAL</b>		<b>46</b>	<b>314</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>\$1,256</b>	<b>392</b>	<b>\$57,000</b>

**APTwater**  
**Revised Payment Schedule - Updated 07-18-18**

Payment Schedule	Payment Amount	Due Date	Fiscal Year	Percentage	Date Paid
20% - Invoiced and due immediately with the signed and executed purchase contract.	\$125,000	Jan-16	FY 15/16	20%	1/11/2016
Invoiced upon CVWD's approval of drawings.				30%	
50% Submittal - 15%	\$93,750	Jul-16	FY 16/17		8/31/2016
100% Submittal - 10%	\$62,500	Sep-16	FY 16/17		12/8/2016
Final Submittal - 5%	\$31,250	Dec-16	FY 16/17		12/31/2016
25% - Invoiced prior to shipment of the ARoNite system to the project site	\$156,250	Dec-17	FY 17/18	25%	11/30/2017
15% - Invoiced upon shipment of the ARoNite system to the project site	\$93,750	Mar-18	FY 17/18	15%	2/18/2018
10% - Invoiced within thirty (30) days of completion of equipment installation and successful startup	\$62,500	May-18	FY 17/18	10%	
<b>Total</b>	<b>\$625,000</b>			<b>100%</b>	
<b>Extra Work</b>					
Extra Work - March & April 2018	\$31,821				5/25/2018
Extra Work - Frieght	\$9,083				6/29/2018
Extra Work - May & June 2018	\$7,388				7/18/2018
<b>Revised Total</b>	<b>\$673,292</b>				

To: Crescenta Valley Water District  
 Attn: David S. Gould, PE  
 Re: Crescenta Valley Water District  
 Well 2 PLC Relocation Program Additions

Quote Date: 6/25/2018  
 Quote No.: COQ1  
 Project No.: T-17184XM

Thank you for your continued interest in TESCO products, services, and solutions. We are pleased to quote the following request for change order pertaining to the above-referenced project.

CVWD has an emergency interconnection with DWP at the Ordunio Reservoir location. The two water systems are connected via a flow control valve and flow meter. CVWD would use this connection in the event of a major outage with The Metropolitan Water District (MWD) to augment or maintain CVWD's storage capacity as well as giving CVWD the ability to provide water to Foothill Municipal Water District (FMWD) through a second interconnection located at the Williams Reservoir location.

I/O changes and associated program modifications will include the following:

- Digital Output 3=DWP valve OPEN
- Digital Output 4=DWP valve CLOSE
- DO's 3 and 4 to be controlled by a PID loop for a desired flow rate in GPM (0-1000 gpm). PID to look at Flow meter on Analog Input Channel 9
- Analog Input Channel 9=DWP flow meter (0-1000 gpm)
- Analog Input Channel 10=Flow to sewer/waste 0-1000 gpm)

The scope also includes LIQV RTU program and network modifications to maintain a desired APT Water Feed Tank Level using the Well 2 VFD speed command. TESCO will also include the addition of APT package digital outputs onto the LIQV display for local monitoring.

Item	Qty	Description
1	Lot	<b>Professional Services:</b> <ul style="list-style-type: none"> <li>▪ Engineering</li> <li>▪ PLC Programming – program modifications, on site startup assistance</li> <li>▪ Networking/Telemetry</li> <li>▪ Field Service – installation verification, calibrations, field testing, and startup</li> <li>▪ Unmanaged Ethernet switch with mounting bracket</li> </ul>
<b>TOTAL FOR ITEM 1:</b>		<b>\$10,680.00</b>

### Clarifications

- Unless otherwise stated above, quote is to **furnish only** and does not include trade labor/electrical installation services or field wire terminations.
- Unless otherwise stated above, the following is **not** included within this quotation:
  - Conduit, field wire, tubing, or basic trade installation materials (brackets, screws, bolts, j-box, stanchions, pull-box, etc.)
  - Instrumentation mounting components, brackets, stanchions, sunshields, etc.
  - Local control stations and/or field mounted disconnects.

- Instrumentation, devices, components, or equipment not defined by the above quotation.
- Fiber optic patch panels, cable, splicing or terminations.
- Any 3<sup>rd</sup> party independent testing, harmonic testing/analysis, power coordination study, or Arc-Flash Hazard Analysis (AFHA) study.
- Interconnection or loop diagrams for equipment not furnished by TESCO.

## Terms and Conditions

- Quote is firm for 30 days unless otherwise stated.
- Price does include applicable sales tax, use tax, and applicable fees.
- TESCO price is FOB factory, full freight allowed.
- TESCO warranties against defect in design workmanship and materials for a period of one year from date of installation, and does not exceed 18 months from the date of shipment from the factory.
- TESCO carries liability insurance, with full workman's compensation coverage.
- Terms are net 30 days on approved credit accounts.
- Interest will be applied to all past due invoices.
- All merchandise sold is subject to lien laws.
- Final retention to be paid within 10 days after the project notice of completion.

Please feel free to contact us at (916) 395-8800 to discuss any questions or comments you may have regarding this quotation.

Sincerely,

TESCO CONTROLS, INC.



Richard Martinez  
Technical Sales  
rmartinez@tescocontrols.com

Change Order	10% Contract - Approved by CVWD		\$124,550.10	
CO #	Description	Approved Amount	Running Total	Comment
1	Additional Permits & Fees to City of Glendale	\$8,675.86	\$115,874.24	Approved by Cannon & CBEC
2	Extra Tree Removal around Ordunio Reservoir	\$7,000.00	\$108,874.24	Approved by CVWD & CBEC
3	Misc Concrete	\$0.00	\$108,874.24	Included in CO #4
4	Removal of Unforeseen & Buried Concrete under Building Pad	\$20,000.00	\$88,874.24	Approved by Cannon & CBEC
5	Credit - Change Building from Pre-Fabricated Building to a Concrete Masonry Building - Credit	(\$4,500.00)	\$93,374.24	Approved by Cannon & CBEC
6	Relocation of Water line - Credit due to no construction needed	(\$69,750.00)	\$163,124.24	Approved by CVWD & CBEC
7	Installing a new 3/4" PVC Chlorine Sample Line from inlet/outlet piping to operations building	\$14,000.00	\$149,124.24	Approved by CVWD & CBEC
8	Install Erosion Control for site as required by City of Glendale	\$7,338.90	\$141,785.34	Approved by Cannon & CBEC
9	Additional Perforated Sub drain for Retaining Wall	\$2,057.54	\$139,727.80	Approved by Cannon & CBEC
10	Relocation of onsite Storm Drain outside of tree root system	\$17,449.60	\$122,278.20	Approved by Cannon & CBEC
11	Relocation of Sewer Lateral from location provided by City of Glendale	\$42,000.00	\$80,278.20	Approved by Cannon & CBEC
12	Installation of 3/4" Gas Line to Operations Building	\$7,000.00	\$73,278.20	Approved by CVWD & CBEC
13	Assist APTwater with installing equipment	\$0.00	\$73,278.20	Approved by CVWD & CBEC
14	Additional Slurry Backfill for shallow water line	\$3,236.31	\$70,041.89	Approved by Cannon & CBEC
15	Relocation of 4" ABS drain line inside Operations Building	\$6,000.00	\$64,041.89	Approved by CVWD & CBEC
16	Removal and replacement of sidewalk on Lowell Ave for the new GWP Electrical Service	\$20,500.00	\$43,541.89	Approved by CVWD & CBEC
17	Relocation of Antenna Mast and Conduit	\$2,500.00	\$41,041.89	Approved by CVWD & CBEC
18	Replacement of 1" conduit with larger 2" Conduit for electrical service from Nitrate Bldg to MCC	\$1,800.00	\$39,241.89	Approved by CVWD & CBEC
19	Credit for connection to existing sewer lateral	(\$10,000.00)	\$49,241.89	Approved by CVWD & CBEC
20	Request for Time Extension	\$0.00	\$49,241.89	Extend - 26 Days to June 29, 2018
21	Credit to remove a 4" Mag Meter for the waste line	(\$2,100.00)	\$51,341.89	Approved by CVWD & CBEC
22	Re-installation of 3" sewer meter & vault	\$34,000.00	\$17,341.89	Approved by CVWD & CBEC
23	Remove & replace existing booster pumps	\$25,000.00	(\$7,658.11)	Approved by CVWD & CBEC
24	Install 4" Gate Valve on discharge piping	\$0.00	(\$7,658.11)	Approved by CVWD & CBEC
25	Installing wiring from MCC to SCADA RTU	\$5,000.00	(\$12,658.11)	Approved by CVWD & CBEC
26	Revised site grading and adding curb & gutter	\$48,500.00	(\$61,158.11)	Approved by CVWD & CBEC
27	Additional door hardware for Operations Building	\$7,200.00	(\$68,358.11)	Approved by CVWD & CBEC

Change Order	10% Contract - Approved by CVWD		\$124,550.10	
CO #	Description	Approved Amount	Running Total	Comment
28	Credit to delete cabinet and tables inside the Operations Building	(\$6,000.00)	(\$62,358.11)	Approved by CVWD & CBEC
29	Install a 10' high chain link fence in lieu of 6' high chain link fence around Nitrate Building	\$3,150.00	(\$65,508.11)	Approved by CVWD & CBEC
30	Additional Keypad Access to Entrance Gate	\$2,250.63	(\$67,758.74)	Approved by CVWD & CBEC
31	Unforeseen Concrete - 2	\$15,000.00	(\$82,758.74)	Approved by CVWD & CBEC
32	Additional Wires for the Flowmeter	\$9,000.00	(\$91,758.74)	Approved by CVWD & CBEC
33	Relocate flowmeter & 4" valve	\$7,000.00	(\$98,758.74)	Approved by CVWD & CBEC
34	Concrete Pads for pipe supports & Furnish & Install (3) 4" Bollards for Gas Meter	\$6,000.00	(\$104,758.74)	Approved by CVWD & CBEC
35	Repair fence along existing retaining wall	\$2,340.00	(\$107,098.74)	Approved by CVWD & CBEC
36	Form & Pour 10' long curb at the west end	\$2,055.77	(\$109,154.51)	Approved by CVWD & CBEC
37	Additional Grading & Hauling out of Excess Dirt	\$14,000.00	(\$123,154.51)	Approved by CVWD & CBEC
38	Construction Water Bills from GWP	\$1,892.09	(\$125,046.60)	Approved by CVWD & CBEC
39	Credit for APTwater installing equipment	(\$1,600.00)	(\$123,446.60)	Approved by CVWD & CBEC
40	Credit for deleting air vac assembly n Discharge Piping	(\$750.00)	(\$122,696.60)	Approved by CVWD & CBEC
41	Overtime back charge - Cannon	(\$6,820.00)	(\$115,876.60)	Approved by CVWD & CBEC
<b>Total</b>		<b>\$240,426.70</b>	<b>(\$115,876.60)</b>	



# CRESCENTA VALLEY WATER DISTRICT

## STAFF REPORT

Information Item No. 3

July 19, 2018

**To:** Engineering Committee

**From:** David S. Gould, P.E. – District Engineer

**Subject:** Award of Contract – FY 2018/19 Grant Assistance Consulting Services, Project M-965

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### **INFORMATION ITEM:**

**FY 2018/19 Grant Assistance Consulting Services, Project M-965** - Consideration and motion to authorize the General Manager to enter into an agreement with John Robinson Consulting to provide services for coordination and preparation of applications for State and Federal Grants at a cost of \$30,000 and establish a contingency amount of \$3,000 (10% of contract) to cover the cost of additional work

### **BACKGROUND:**

In FY 17/18, staff utilized the services of John Robinson Consulting, Inc. (JRC) to provide assistance on a number of projects and with research and information gathering on obtaining various Federal, State and Local grant funding for CVWD project's as shown below:

- Attended the Greater Los Angeles County Region Integrated Regional Water Management Plan (IRWMP) and the Upper Los Angeles River (ULAR) Sub-region steering committee meetings and reporting on the current status of the Prop 84 grant program
- Coordinating stakeholder meetings for CVWD's Crescenta Valley County Park (CVC Park) Stormwater capture project with City of Glendale, Los Angeles County Department of Parks & Recreation and Los Angeles County Department of Public Works
- Investigate Federal Emergency Management Agency (FEMA) grant funding to potentially assist with the design and/or construction for the repairs to the Lower Pickens Canyon water pipeline crossing
- Investigate United States Bureau of Reclamation (USBR) grant funding for CVWD's Advanced Meter Infrastructure (AMI) program
- Project management services for CVWD's Well 2 and related facilities project including coordinating with City of Glendale on permitting issues

JRC's consulting contract was for \$30,000, which was included in the FY 17/18 Administrative Consultants budget.

### **DISCUSSION:**

Staff requested JRC to provide a new proposal for grant assistance and project management services during FY 18/19 that includes the following:

1. Crescenta Valley County Park Storm Water Project:
  - a. Coordination with potential project partners - City of Glendale, Glendale Water & Power, County of Los Angeles Department Parks & Recreation and Los Angeles County Department of Public Works
  - b. Assist CVWD with conversations with SWRCB Division of Water Rights and Los Angeles Department of Water & Power regarding diverting stormwater flow and surface water rights discussions
  - c. Assist CVWD with the development of a Conceptual Stormwater Capture and Improvement Plan for CVC Park
  - d. Assist CVWD with the development of the overall project development costs for the project
  - e. Assist CVWD with determining and developing CEQA documentation
  - f. Assist CVWD with obtaining grant funding through the Prop 1 IRWMP process
2. Coordinate with CVWD to research other grant opportunities to support CIP projects including grants through USBR, FEMA and DWR
3. Assist CVWD with financing opportunities such as State Water Resource Control Board Division of Financial Assistance Drinking Water State Revolving Funding for future CIP projects

JRC provided a proposal dated July 11, 2018 (see attached) for \$30,000 to provide grant assistance and project management services for FY 18/19.

**RECOMMENDATION:**

Staff recommends that the Engineering Committee approves the General Manager to enter into an agreement with John Robinson Consulting, Inc. for \$30,000 for grant assistance and project management services for FY 18/19 at the July 24, 2018 Board meeting.

**ENVIRONMENTAL REVIEW:**

N/A

**FUNDING AVAILABILITY:**

There are sufficient funds available in the following account for the project:

<b>Account Description</b>	<b>Amount</b>
FY 18/19 Administrative Consultants	\$105,000
Grant Assistance and Project Management Services	<\$30,000>
Contingency amount to cover the cost of additional work	<\$3,000>
Total Cost	< <b>\$33,000</b> >
Amount Remaining in FY 17/18 Administrative Consultants	<b>\$72,000</b>

Prepared & Submitted by:



David S. Gould, P.E.  
District Engineer

Attachments:

1. John Robinson Consulting, Inc. proposal dated July 11, 2018



July 11, 2018

Mr. David Gould, District Engineer  
Crescenta Valley Water District  
2700 Foothill Boulevard  
La Crescenta CA 91214

Subject: Letter Proposal to Provide On-Call Consulting

Dear Mr. Gould:

John Robinson Consulting, Inc. (JR Consulting) is pleased to offer is letter proposal to Crescenta Valley Water District (CVWD) based on our discussion on July 3<sup>rd</sup> which reviewed the progress with the 2017-2018 on-call consulting contract and brainstormed scope of services for the 2018-2019 on-call contract. Our firm is a California S Corporation, is certified as Small Business Enterprise (SBE) by Metropolitan Water District and is located locally in Pasadena. This letter proposal outlines our recommended scope of service, schedule and compensation.

## **SCOPE OF SERVICES**

### **Task 1: Crescenta Valley County Park Storm Water Project:**

JR Consulting will assist CVWD and their consultant (Wood Environment & Infrastructure Solutions, Inc. aka Amec Foster Wheeler) with the next steps of implementation including the followings:

- A. Coordination with potential project partners (City of Glendale, Glendale Water & Power, County of Los Angeles Department Parks & Recreation (LACDPR) and Los Angeles County Department of Public Works.
- B. Assist CVWD with conversations with SWRCB Division of Water Rights and Los Angeles Department of Water & Power regarding Pueblo surface water rights discussions.
- C. Assist CVWD with the development of a Conceptual Plan being led by Wood, Inc.
- D. Assist CVWD with the development of the overall project development costs for the project being led by Wood, Inc.
- E. Assist CVWD with the development of an environmental documentation for the project (mitigated negative declaration or potentially environmental impact report)
- F. JR Consulting will assist CVWD with obtaining grant funds for the Crescenta Valley County Park Stormwater Recharge Facility (See deliverable and schedule below). CVWD wants to install a stormwater recharge facility at the Crescenta Valley County (CVC) Park to capture and infiltrate stormwater and dry-weather flow within the Verdugo Wash to recharge the Verdugo Basin. CVC Park which is owned by the LACDPR, located within the County of Los Angeles and surrounded by the City of Glendale provides a rich partnership project opportunity to implement the goal for the

stormwater recharge facility to increase groundwater supplies, improve local water supply reliability particularly during times of drought, improve groundwater quality and reduce surface water runoff within CVC Park. The potential grant being investigated would be the 2017 Integrated Regional Water Management Grant Program, Chapter 7 under Department of Water Resources.

**Deliverable:** *JR Consulting in coordination with CVWD staff would pursue Prop 1 IRWM Grant Program, Chapter 7 funding. JR Consulting will coordinate with ULAR as well as GLAC to submit the project for consideration. JR Consulting will attend key ULARA monthly meetings.*

**Schedule:** *Prop 1 IRWM Grant applications are expected to begin in Spring 2019.*

## **Task 2 – Grant Opportunities:**

JR Consulting will coordinate with CVWD to research other grant opportunities to support CIP projects including those grants listed below

**Task 2-1:** JR Consulting will investigate Federal Emergency Management Agency (FEMA) grant funding to potentially assist with the design and/or construction for potential at risk facility such as seismic upgrade studies for CVWD's reservoirs.

**Deliverable:** *JR Consulting will investigate and provide the findings to CVWD regarding potential FEMA funding for design and/or construction for potential at risk facility such as seismic upgrade studies for CVWD's reservoirs.*

**Schedule:** *FEMA grants can be submitted anytime but typically new applications occur from November 2018 to February 2019.*

**Task 2-2:** JR Consulting will investigate United States Bureau of Reclamation (USBOR) funding to help offset CVWD's investments into AMI installation in the service area. CVWD current installation is estimated at approximately 4,000 AMI installation on meters installed in the late 1970's to mid-1980 with measurable improvements in losses of approximately 4.0%. The potential funding would help accelerate the remaining installation as well as the development of a fixed area network to have the AMI meters to be read automatically versus manually.

**Deliverable:** *JR Consulting will investigate and provide the findings to CVWD regarding potential USBOR funding AMI installations as well as fixed area network.*

**Schedule:** *USBOR issues Proposed Solicitation Packages (PSPs) in October to mid-November. After the PSPs are approved grants can be submitted typically from November 2018 to February 2019.*

**Task 2-3:** JR Consulting will investigate the potential to obtain a State Water Resource Control Board Division of Financial Assistance Drinking Water State Revolving Funding for capital improvement projects (CIP) which could be provided at a low interest loan (2.875%). JR

Consulting is currently developing a DWSRF application package for another water retailer and will take that knowledge of the process and make recommendations to CVWD based upon CVWD 5-year CIP.

**Deliverable:** *JR Consulting will investigate and provide the findings to CVWD regarding potential SWRCB DFA DWSRF future CVWD CIP projects.*

**Schedule:** *Drinking Water State Revolving Funds (DWSRF) can be submitted anytime and currently SWRCB Division of Final Assistance are looking for projects to fund and the process typically takes 12 to 18 months so would not impact the current 2018-2019 CIP budget.*

### **Task 3: Well #2 and Related Facilities:**

JR Consulting will assist CVWD with Well #2 and Related Facilities project wrapping of the project. Those tasks include:

- A. Any wrap up permitting coordination with City of Glendale and Glendale Water & Power.
- B. Review of the draft and final record drawings from SA Associates and APT for the project.
- C. Assist in the coordination of the testing protocol and reporting required by SWRCB Division of Drinking Water.

### **Task 4: CVWD Long Team Planning**

JR Consulting will assist CVWD with the development of long team planning documents that could included but not limited to:

- A. Emergency Response Plan
- B. Sewer Master Plan
- C. Water Master Plan

### **MEETINGS**

JR Consulting will be available for up to three (3) meetings including Executive management, Engineering Committee and Board of Directors to discuss the deliverables from the tasks.

### **TIME SCHEDULE**

JR Consulting will commence with the proposed scope of services after the Professional Services Agreement (PSA) has fully been executed. JRC will provided a copy of our Certificate of Insurance per the PSA requirements and will keep the insurance valid throughout the project. JR Consulting will have a meeting with CVWD staff to determine the time schedule for Tasks 1 through 4.

The scope of work will be starting on July 1, 2018 through June 30, 2019 (12 months).

## COMPENSATION

JR Consulting will provide the scope of services with the proposed schedule as set forth in this proposal to CVWD on a time and material basis. Based on JR Consulting's present knowledge of the services described above, it is recommended that \$30,000 and is based on 200 hours at \$150 per hour which is \$3,000 per month but hours will only be charged for those hours worked as this is a not a lump sum proposal. JR Consulting for the 3<sup>rd</sup> year will maintain our hourly rate at \$150 per hour.

JR Consulting commits to timely, responsive services, and to deliver excellence in the offered services. We are eager and enthusiastic to begin this technical memorandum for CVWD.

If there are any questions, please feel free to contact me at (626) 375-9389 or [jrobinson@johnrobinsonconsulting.com](mailto:jrobinson@johnrobinsonconsulting.com)

Very truly yours,

John Robinson Consulting, Inc.

A handwritten signature in blue ink that reads "John Robinson". The signature is written in a cursive style with a large, looping initial "J".

John Robinson, Principal