

# Agenda Item 3



## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 4, 2017		
SUBMITTED BY:	Kevin Cameron Associate Civil Engineer	PROJECT:	Various	DIV.NO.	All
	Bob Kennedy Engineering Manager				
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering				
	<input checked="" type="checkbox"/> Mark Watton, General Manager				
SUBJECT:	Award of Two (2) As-Needed Engineering Design Services Contracts for Fiscal Years 2018 and 2019				

### **GENERAL MANAGER'S RECOMMENDATION:**

That the Otay Water District (District) Board of Directors (Board) award two (2) professional As-Needed Engineering Design Services contracts and to authorize the General Manager to execute two agreements with NV5, Inc. (NV5) and Michael Baker International, Inc. (Michael Baker), each in an amount not-to-exceed \$600,000. The total amount of the two contracts will not exceed \$600,000 during Fiscal Years 2018 and 2019 (ending June 30, 2019).

### **COMMITTEE ACTION:**

Please see Attachment A.

### **PURPOSE:**

To obtain Board authorization for the General Manager to enter into two (2) professional As-Needed Engineering Design Services contracts with NV5 and Michael Baker, with each contract in an amount not-to-exceed \$600,000 for Fiscal Years 2018 and 2019. The total amount of the two contracts will not exceed \$600,000 during Fiscal Years 2018 and 2019.

**ANALYSIS:**

The District will require the services of two professional engineering design consultants on an as-needed basis in support of Capital Improvement Program (CIP) projects for Fiscal Years 2018 and 2019. It is more efficient and cost effective to issue as-needed contracts for engineering design which will provide the District with the ability to obtain consulting services in a timely and efficient manner. This concept has also been used in the past for other disciplines, such as construction management, geotechnical, electrical, and environmental services.

The District staff will identify tasks and request cost proposals from the two consultants during the contract period. Each consultant will prepare a detailed scope of work, schedule, and fee for each task order, with the District evaluating the proposals based upon qualifications and cost. The District will enter into negotiations with the consultants, selecting the proposal that has the best value for the District. Upon written task order authorization from the District, the selected consultant shall then proceed with the project as described in the scope of work.

The CIP projects that are estimated to require engineering design services for Fiscal Years 2018 and 2019, at this time, are listed below:

<b>CIP</b>	<b>DESCRIPTION</b>	<b>ESTIMATED COST</b>
P2453	SR-11 Utility Relocations - Enrico Fermi & Alta Road Bridge Crossing	\$150,000
P2405/ P2554	624/340 PRSs at Energy Way/Nirvana Avenue and Heritage Road/Hard Rock Road	\$25,000
P2559	Pressure Vessel Repair and Replacement Program	\$25,000
P2553	Heritage Road Bridge Replacement and Utility Relocation	\$100,000
P2615	PL - 12-Inch Pipeline Replacement, 803 PZ, Vista Grande	\$85,000
R2110	944-1 Recycled Water Pump Station Optimization and Pressure Zone Modifications	\$50,000
R2116	14-inch Recycled Force Main Assessment and Repair	\$75,000
S2049	Calavo Basin Sewer Rehabilitation - Phase 2	\$65,000
	<b>TOTAL:</b>	<b>\$575,000</b>

Staff believes that a \$600,000 cap on each of the As-Needed Engineering Design Services contracts is adequate, while still providing a buffer for any unforeseen tasks. Fees for professional services will be charged to the CIP projects.

The As-Needed Engineering Design Services contracts do not commit the District to any expenditure until a task order is approved to perform the work. The District does not guarantee work to the consultants, nor does the District guarantee to the consultants that it will expend all of the funds authorized by the contract on professional services.

The District solicited engineering design services by placing an advertisement on the Otay Water District's website and using BidSync, the District's online bid solicitation website on June 27, 2017. The advertisement was also placed in the Daily Transcript. Ten (10) firms submitted a Letter of Interest and a Statement of Qualifications. The Request for Proposal (RFP) for Engineering Design Services was sent to all ten (10) firms resulting in eight (8) proposals received on August 2, 2017. They are as follows:

- Atkins (San Diego, CA)
- Brady (San Diego, CA)
- Hazen and Sawyer (San Diego, CA)
- Hunsaker and Associates (San Diego, CA)
- Michael Baker International (San Diego, CA)
- NV5 (San Diego, CA)
- Psomas (San Diego, CA)
- Rick Engineering (San Diego, CA)

Firms that submitted Letters of Interest, but did not propose, were Carollo (San Diego, CA) and Harris and Associates (San Diego, CA).

In accordance with the District's Policy 21, Staff evaluated and scored all written proposals and interviewed the top six (6) firms on August 22 and August 29, 2017. NV5 and Michael Baker received the highest scores based on their experience, understanding of the scope of work, proposed method to accomplish the work, and their composite hourly rate. NV5 and Michael Baker were the most qualified consultants with the best overall proposal. Both consultants provide similar services to other local agencies and are readily available to provide the services required. A summary of the complete evaluation is shown in Attachment B.

NV5 and Michael Baker submitted the Company Background Questionnaire, as required by the RFP, and staff did not find any significant issues. In addition, staff checked their references and performed an internet search on the company. Staff found the references to be excellent and did not find any outstanding issues with the internet search.

**FISCAL IMPACT:**             Joe Beachem, Chief Financial Officer

The funds for these contracts will be expended on a variety of projects, as previously noted above. These contracts are for as-needed professional services based on the District's need and schedule, and expenditures will not be made until a task order is approved by the District for the consultant's services on a specific CIP project.

Based on a review of the financial budget, the Project Manager anticipates that the budgets will be sufficient to support the professional as-needed consulting services required for the CIP projects noted above.

The Finance Department has determined that the funds to cover these contracts will be available as budgeted for these projects.

**STRATEGIC GOAL:**

This Project supports the District's Mission statement, "To provide high value water and wastewater services to the customers of the Otay Water District, in a professional, effective and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

**LEGAL IMPACT:**

None.

KC/BK:jf

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Attachments:     Attachment A - Committee Action  
                         Attachment B - Summary of Proposal Rankings



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b> Various	Award of Two (2) As-Needed Engineering Design Services Contracts for Fiscal Years 2018 and 2019
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### **COMMITTEE ACTION:**

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a meeting held on September 20, 2017. The Committee supported Staff's recommendation.

### **NOTE:**

The "Committee Action" is written in anticipation of the Committee moving the item forward for Board approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.

**ATTACHMENT B  
SUMMARY OF PROPOSAL RANKINGS  
As-Needed Engineering Design - Fiscal Years 2018 and 2019**

		WRITTEN							ORAL							REFERENCES	
		Qualifications of Team	Responsiveness and Project Understanding	Technical and Management Approach	INDIVIDUAL SUBTOTAL - WRITTEN	AVERAGE SUBTOTAL - WRITTEN	Proposed Rates*	Consultant's Commitment to DBE	TOTAL - WRITTEN	Additional Creativity and Insight	Strength of Project Manager	Presentation and Communication Skills	Responses to Questions	INDIVIDUAL TOTAL - ORAL	AVERAGE TOTAL ORAL		TOTAL SCORE
<b>MAXIMUM POINTS</b>		<b>30</b>	<b>25</b>	<b>30</b>	<b>85</b>	<b>85</b>	<b>15</b>	<b>Y/N</b>	<b>100</b>	<b>15</b>	<b>15</b>	<b>10</b>	<b>10</b>	<b>50</b>	<b>50</b>	<b>150</b>	<b>Poor/Good/Excellent</b>
<b>Atkins</b>	Dan Martin	25	23	25	73	71	3	Y	74	13	12	8	8	41	37	111	
	Brandon DiPietro	25	23	26	74					12	12	7	7	38			
	Steve Beppler	18	23	27	68					10	10	6	7	33			
	Jeff Marchioro	21	21	24	66					12	12	8	6	38			
	Jake Vaclavek	26	23	25	74					13	6	7	7	33			
<b>Brady</b>	Dan Martin	28	20	24	72	70	8	Y	78	10	9	7	7	33	33	111	
	Brandon DiPietro	24	22	25	71					12	11	7	6	36			
	Steve Beppler	23	20	22	65					10	8	7	6	31			
	Jeff Marchioro	26	21	26	73					12	10	8	7	37			
	Jake Vaclavek	22	23	26	71					8	10	5	6	29			
<b>Hazen and Sawyer</b>	Dan Martin	26	20	24	70	67	1	Y	68	FIRM NOT INTERVIEWED						68	
	Brandon DiPietro	22	21	22	65												
	Steve Beppler	21	19	22	62												
	Jeff Marchioro	24	20	24	68												
	Jake Vaclavek	23	22	24	69												
<b>Hunsaker &amp; Associates</b>	Dan Martin	23	20	20	63	60	15	Y	75	10	9	7	7	33	32	107	
	Brandon DiPietro	22	20	21	63					10	11	7	6	34			
	Steve Beppler	20	18	18	56					8	9	6	5	28			
	Jeff Marchioro	19	17	19	55					11	10	8	5	34			
	Jake Vaclavek	22	19	22	63					7	7	8	7	29			
<b>Michael Baker International</b>	Dan Martin	28	23	28	79	77	3	Y	80	13	14	9	9	45	45	125	Excellent
	Brandon DiPietro	27	23	26	76					14	14	10	9	47			
	Steve Beppler	25	22	26	73					12	12	9	8	41			
	Jeff Marchioro	28	23	28	79					14	13	10	10	47			
	Jake Vaclavek	26	23	27	76					13	12	10	9	44			
<b>NV5</b>	Dan Martin	26	20	24	70	70	8	Y	78	14	14	9	10	47	46	124	Excellent
	Brandon DiPietro	24	20	24	68					14	14	10	10	48			
	Steve Beppler	25	21	25	71					14	13	9	9	45			
	Jeff Marchioro	24	20	24	68					15	14	9	9	47			
	Jake Vaclavek	25	22	25	72					13	13	9	9	44			
<b>Psomas</b>	Dan Martin	26	20	24	70	67	4	Y	71	FIRM NOT INTERVIEWED						71	
	Brandon DiPietro	22	20	22	64												
	Steve Beppler	23	20	24	67												
	Jeff Marchioro	22	19	22	63												
	Jake Vaclavek	25	20	25	70												
<b>Rick Engineering</b>	Dan Martin	26	23	26	75	75	9	Y	84	12	12	8	7	39	37	121	
	Brandon DiPietro	27	23	26	76					12	12	7	7	38			
	Steve Beppler	26	21	25	72					10	11	7	7	35			
	Jeff Marchioro	27	22	27	76					12	13	7	6	38			
	Jake Vaclavek	26	22	26	74					11	11	8	7	37			

RATES SCORING CHART		
Consultant	Weighted Rate	Score
Atkins	\$151	3
Brady	\$133	8
Hazen and Sawyer	\$158	1
Hunsaker & Associates	\$105	15
Michael Baker International	\$152	3
NV5	\$130	8
Psomas	\$145	4
Rick Engineering	\$129	9

\*The fees were evaluated by comparing rates for seven positions. The sum of these rates are noted on the table to the left.  
Note: Review Panel does not see or consider rates when scoring other categories. Rates are scored by the PM, who is not on Review Panel.

# Agenda Item 4



## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 4, 2017		
SUBMITTED BY:	Kevin Cameron Associate Civil Engineer	PROJECT:	Various	DIV.NO.	All
	Bob Kennedy Engineering Manager				
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering				
	<input checked="" type="checkbox"/> Mark Watton, General Manager				
SUBJECT:	Award of Two (2) As-Needed Geotechnical Engineering Services Contracts for Fiscal Years 2018, 2019, and 2020				

### **GENERAL MANAGER'S RECOMMENDATION:**

That the Otay Water District (District) Board of Directors (Board) award two (2) professional As-Needed Geotechnical Engineering Services contracts and to authorize the General Manager to execute two agreements with Geocon, Inc. (Geocon) and Ninyo & Moore Geotechnical and Environmental Sciences Consultants, Inc. (Ninyo & Moore), each in an amount not-to-exceed \$175,000. The total amount of the two contracts will not exceed \$175,000 during Fiscal Years 2018, 2019, and 2020 (ending June 30, 2020).

### **COMMITTEE ACTION:**

Please see Attachment A.

### **PURPOSE:**

To obtain Board authorization for the General Manager to enter into two (2) professional As-Needed Geotechnical Engineering Services contracts with Geocon and Ninyo & Moore, with each contract in an amount not-to-exceed \$175,000 for Fiscal Years 2018, 2019, and 2020. The total amount of the two contracts will not exceed \$175,000 during Fiscal Years 2018, 2019, and 2020.

**ANALYSIS:**

The District will require the services of two professional Geotechnical Engineering consultants on an as-needed basis in support of Capital Improvement Program (CIP) projects for Fiscal Years 2018, 2019, and 2020. It is more efficient and cost effective to issue as-needed contracts for Geotechnical Engineering Services which will provide the District with the ability to obtain consulting services in a timely and efficient manner. This concept has also been used in the past for other disciplines, such as construction management, engineering design, land surveying, and environmental services.

The District staff will identify tasks and request cost proposals from the two consultants during the contract period. Each consultant will prepare a detailed scope of work, schedule, and fee for each task order, with the District evaluating the proposals based upon qualifications and cost. The District will enter into negotiations with the consultants, selecting the proposal that has the best value for the District. Upon written task order authorization from the District, the selected consultant shall then proceed with the project as described in the scope of work.

The CIP projects that are estimated to require Geotechnical Engineering Services for Fiscal Years 2018, 2019, and 2020, at this time, are listed below:

<b>CIP</b>	<b>DESCRIPTION</b>	<b>ESTIMATED COST</b>
P2040	Res - 1655-1 Reservoir 0.5 MG	\$15,000
P2453	SR-11 Utility Relocations - Enrico Fermi & Alta Road Bridge Crossing	\$30,000
P2405/ P2554	624/340 PRSs at Energy Way/Nirvana Avenue and Heritage Road/Hard Rock Road	\$5,000
P2559	Pressure Vessel Repair and Replacement Program	\$5,000
P2553	Heritage Road Bridge Replacement and Utility Relocation	\$20,000
P2615	Quarry Road Bridge Replacement and Utility Relocation	\$20,000
P2615	PL - 12-Inch Pipeline Replacement, 803 PZ, Vista Grande	\$25,000
S2049	Calavo Basin Sewer Rehabilitation - Phase 2	\$25,000
Various	Steel Reservoir Rehabilitation - Welding Inspection	\$10,000
	<b>TOTAL:</b>	<b>\$155,000</b>



Staff believes that a \$175,000 cap on each of the As-Needed Geotechnical Engineering Services contracts is adequate, while still providing a buffer for any unforeseen tasks. Fees for professional services will be charged to the CIP projects.

The As-Needed Geotechnical Engineering Services contracts do not commit the District to any expenditure until a task order is approved to perform the work. The District does not guarantee work to the consultants, nor does the District guarantee to the consultants that it will expend all of the funds authorized by the contract on professional services.

The District solicited Geotechnical Engineering Services by placing an advertisement on the Otay Water District's website and using BidSync, the District's online bid solicitation website on July 24, 2017. The advertisement was also placed in the Daily Transcript. Seven (7) firms submitted a Letter of Interest and a Statement of Qualifications. The Request for Proposal (RFP) for Geotechnical Engineering Services was sent to all seven (7) firms resulting in six (6) proposals received by August 24, 2017. They are as follows:

- Construction Testing & Engineering (Escondido, CA)
- Geocon (San Diego, CA)
- MTGL (Anaheim, CA)
- Ninyo & Moore (San Diego, CA)
- RMA Group (San Diego, CA)
- SCST (San Diego, CA)

Leighton Consulting (San Diego, CA) submitted a Letter of Interest, but did not submit a proposal.

In accordance with the District's Policy 21, Staff evaluated and scored all written proposals. Geocon and Ninyo & Moore received the highest scores based on their experience, understanding of the scope of work, proposed method to accomplish the work, and their composite hourly rate. Geocon and Ninyo & Moore were the most qualified consultants with the best overall proposal. Both consultants provided similar services to other local agencies and are readily available to provide the services required. A summary of the complete evaluation is shown in Attachment B.

Geocon and Ninyo & Moore submitted the Company Background Questionnaire, as required by the RFP, and staff did not find any significant issues. In addition, staff checked their references and performed an internet search on the company. Staff found the references to be excellent and did not find any outstanding issues with the internet search.

**FISCAL IMPACT:**

Joe Beachem, Chief Financial Officer

The funds for these contracts will be expended on a variety of projects, as previously noted above. These contracts are for as-needed professional services based on the District's need and schedule, and expenditures will not be made until a task order is approved by the District for the consultant's services on a specific CIP project.

Based on a review of the financial budget, the Project Manager anticipates that the budgets will be sufficient to support the professional as-needed consulting services required for the CIP projects noted above.

The Finance Department has determined that the funds to cover these contracts will be available as budgeted for these projects.

**STRATEGIC GOAL:**

This Project supports the District's Mission statement, "To provide high value water and wastewater services to the customers of the Otay Water District, in a professional, effective and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."

**LEGAL IMPACT:**

None.

KC/BK:jf

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- Attachments: Attachment A - Committee Action
- Attachment B - Summary of Proposal Rankings



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b> Various	Award of Two (2) As-Needed Geotechnical Engineering Services Contracts for Fiscal Years 2018, 2019, and 2020
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### **COMMITTEE ACTION:**

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a meeting held on September 20, 2017. The Committee supported Staff's recommendation.

### **NOTE:**

The "Committee Action" is written in anticipation of the Committee moving the item forward for Board approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.

**ATTACHMENT B**  
**SUMMARY OF PROPOSAL RANKINGS**  
**As-Needed Geotechnical Engineering Services**

		WRITTEN							REFERENCES
		Qualifications of Team	Responsiveness and Project Understanding	Technical and Management Approach	INDIVIDUAL SUBTOTAL - WRITTEN	AVERAGE SUBTOTAL - WRITTEN	Proposed Rates*	Consultant's Commitment to DBE	TOTAL SCORE
MAXIMUM POINTS		30	25	30	85	85	15	Y/N	100
<b>Construction Testing &amp; Engineering, Inc.</b>	<i>Bob Kennedy</i>	25	22	24	71	70	11	Y	81
	<i>Jose Martinez</i>	23	22	23	68				
	<i>Lisa Colburn-Boyd</i>	26	19	25	70				
	<i>Mike O'Donnell</i>	25	23	26	74				
	<i>Jon Chambers</i>	23	20	25	68				
<b>Geocon, Inc.</b>	<i>Bob Kennedy</i>	27	24	26	77	76	9	Y	85
	<i>Jose Martinez</i>	25	23	24	72				
	<i>Lisa Colburn-Boyd</i>	27	24	27	78				
	<i>Mike O'Donnell</i>	26	25	27	78				
	<i>Jon Chambers</i>	26	22	26	74				
<b>MTGL, Inc.</b>	<i>Bob Kennedy</i>	26	22	25	73	71	11	Y	82
	<i>Jose Martinez</i>	25	20	26	71				
	<i>Lisa Colburn-Boyd</i>	27	18	23	68				
	<i>Mike O'Donnell</i>	26	20	25	71				
	<i>Jon Chambers</i>	25	21	26	72				
<b>Ninyo &amp; Moore</b>	<i>Bob Kennedy</i>	27	24	27	78	77	15	Y	92
	<i>Jose Martinez</i>	25	23	25	73				
	<i>Lisa Colburn-Boyd</i>	28	24	27	79				
	<i>Mike O'Donnell</i>	27	25	27	79				
	<i>Jon Chambers</i>	27	24	26	77				
<b>RMA Group</b>	<i>Bob Kennedy</i>	25	22	25	72	72	1	Y	73
	<i>Jose Martinez</i>	21	21	26	68				
	<i>Lisa Colburn-Boyd</i>	26	23	26	75				
	<i>Mike O'Donnell</i>	25	21	25	71				
	<i>Jon Chambers</i>	27	23	25	75				
<b>SCST</b>	<i>Bob Kennedy</i>	25	22	25	72	71	7	Y	78
	<i>Jose Martinez</i>	24	23	24	71				
	<i>Lisa Colburn-Boyd</i>	27	20	25	72				
	<i>Mike O'Donnell</i>	25	22	25	72				
	<i>Jon Chambers</i>	25	20	25	70				

RATES SCORING CHART						
Firm	CT & E	Geocon	MTGL	Ninyo & Moore	RMA Group	SCST
Fee	\$183	\$196	\$181	\$160	\$240	\$205
Score	11	9	11	15	1	7

\*Note: Review Panel does not see or consider proposed fee when scoring other categories. The proposed fee is scored by the PM, who is not on the Review Panel.

# Agenda Item 5



## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 4, 2017
SUBMITTED BY:	Dan Martin Engineering Manager	PROJECT:	P2546-001103 DIV. NO. 5
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Award of a Construction Contract to Simpson Sandblasting and Special Coatings, Inc. for the 980-2 Reservoir Interior/ Exterior Coatings & Upgrades Project		

### **GENERAL MANAGER'S RECOMMENDATION:**

That the Otay Water District (District) Board of Directors (Board) award a construction contract to Simpson Sandblasting and Special Coatings, Inc. (Simpson) and to authorize the General Manager to execute a construction contract with Simpson for the 980-2 Reservoir Interior/Exterior Coatings & Upgrades Project in an amount not-to-exceed \$1,146,327.00 (see Exhibit A for Project location).

### **COMMITTEE ACTION:**

Please see Attachment A.

### **PURPOSE:**

To obtain Board authorization for the General Manager to enter into a construction contract with Simpson for the 980-2 Reservoir Interior/Exterior Coatings & Upgrades Project in an amount not-to-exceed \$1,146,327.00.

## **ANALYSIS:**

The 980-2 Reservoir is one of two 5.0 million gallon potable water storage facilities in the 980 pressure zone that serve the central area of the District. The 980-2 Reservoir was originally constructed in 1988. The 980-2 was last recoated on the interior surface in 2001, and the coating on the exterior is original to the tank.

The District's corrosion consultant, HDR, Inc., maintains a Corrosion Control Program (CCP) that addresses the installation, maintenance, and monitoring of corrosion protection systems for the District's steel reservoirs and buried metallic piping. The CCP included a reservoir maintenance schedule that showed the 980-2 Reservoir was due to be recoated on both the interior and exterior surfaces in 2019. An in-service internal and external inspection was performed by Dive/Corr, Inc. which illustrated the interior roof coating was in fair to poor condition, and there were areas of interior blistering on the shell and floor beneath the waterline. Although the blistering paint is still protecting the steel, blisters in the paint are the beginning signs of failure. The coating on the reservoir exterior has never been completely replaced. Over the life of the reservoir, only spot repairs to the exterior have been performed as needed. The external inspection showed the exterior coating is beginning to lose adhesion and has exceeded its useful life. Given the condition of the interior coating, the age of the exterior coating, and the need for a number of structural upgrades, the reservoir recoating was accelerated. In addition to replacing the coatings and structural upgrades, safety items will be installed to comply with current safety and health requirements. During construction, service in the 980 pressure zone will be provided by the 980-1 Reservoir.

In addition to the interior and exterior coating removal/replacement, the recommended structural upgrades are as follows: replace the existing level indicator, install new fall prevention devices on the exterior ladder, modify anode access ports, replace all cathodic anodes, replace all five (5) roof vents, install new safety cable lanyards for roof access, and add multiple tank penetrations for chlorination and sampling. These upgrades will ensure compliance with American Water Works Association (AWWA) and the Occupational Safety and Health Administration Standards for both Federal (OSHA) and State (Cal-OSHA) as well as upgrade antiquated equipment on the tank.

The Project was advertised on August 2, 2017 using BidSync, the District's online bid solicitation website, on the Otay Water District's website, and in the Daily Transcript. A Pre-Bid Meeting

was held on August 15, 2017, which was attended by ten (10) contractors and vendors. One (1) addendum was sent out to all bidders and plan houses to address questions and clarifications to the contract documents during the bidding period. Bids were publicly opened on August 24, 2017, with the following results:

	<b>CONTRACTOR</b>	<b>TOTAL BID AMOUNT</b>
1	Simpson Sandblasting & Special Coatings, Inc. Fontana, CA	\$1,146,377.00
2	Advanced Industrial Services, Inc. Los Alamitos, CA	\$1,169,900.00
3	Bilbro Construction Company, Inc. Escondido, CA	\$1,425,107.00
4	West Coast Industrial Coatings, Inc. Hemet, CA	\$1,573,940.00

The Engineer's Estimate is \$1,192,000.

A review of the bids was performed by District staff for conformance with the contract requirements. During the review of the bids, staff noted a discrepancy between the unit price and extended total amounts for one of the items associated with the bid submitted by Simpson. Staff corrected the bid amount in accordance with the requirements included in Section 00400, "Bid List Requirements and Understanding" of the contract documents. Staff also noted that unit pricing, as required by the contract documents, was missing from West Coast Industrial Coatings, Inc.'s (West Coast) bid and only the extended total amounts were provided. Staff determined that West Coast's bid is non-responsive. The corrected bid amounts are shown in the table below:

	<b>CONTRACTOR</b>	<b>TOTAL BID AMOUNT</b>
1	Simpson Sandblasting & Special Coatings, Inc. Fontana, CA	\$1,146,327.00
2	Advanced Industrial Services, Inc. Los Alamitos, CA	\$1,169,900.00
3	Bilbro Construction Company, Inc. Escondido, CA	\$1,425,107.00
4	West Coast Industrial Coatings, Inc. Hemet, CA	Non-Responsive

Staff determined that Simpson is the lowest responsive and responsible bidder. Simpson holds a Class C-33 Contractor's license which expires on May 31, 2018. Simpson also holds a current QP-1 certification from the Society for Protective Coatings, which was also a requirement. Staff checked references, and the response from other agencies indicated Simpson has an excellent performance rating on similar projects. The proposed Project Manager has experience in California on similar projects and received excellent recommendations.

A background search of the company was performed on the internet and revealed one issue associated with an OSHA safety violation where a \$250.00 penalty was issued on March 30, 2012. The issue, which was related to an employee's exposure to airborne contaminants, was abated by Simpson May 2, 2012 according to the OSHA website.

Simpson submitted the Company Background and Company Safety Questionnaires, as required by the Contract Documents. Staff confirmed that Simpson is registered with the Department of Industrial Relations, as required by Senate Bill SB 854.

Staff has verified that the bid bond provided by The Ohio Casualty Insurance Company is valid. Once Simpson signs the contract, they will furnish the performance bond and labor and materials bond. Staff will verify both bonds prior to executing the contract.

**FISCAL IMPACT:**             Joe Beachem, Chief Financial Officer

The total budget for CIP P2546, as approved in the FY 2018 budget, is \$1,450,000. Total expenditures, plus outstanding commitments and forecast, are \$1,444,303. See Attachment B for the budget detail.

Based on a review of the financial budget, the Project Manager anticipates that the budget is sufficient to support the Project.

The Finance Department has determined that, under the current rate model, 100% of the funding will be available from the Replacement Fund.

**STRATEGIC GOAL:**

This Project supports the District's Mission statement, "To provide high value water and wastewater services to the customers of the Otay Water District in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is at the forefront in innovations to provide water services at affordable rates, with a reputation for outstanding customer service."



**LEGAL IMPACT:**

None.

DM:jf

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Reservoir Coating.docx

Attachments: Attachment A - Committee Action  
Attachment B - Budget Detail  
Exhibit A - Project Location for 980-2



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b> P2546-001103	Award of a Construction Contract to Simpson Sandblasting and Special Coatings, Inc. for the 980-2 Reservoir Interior/Exterior Coatings & Upgrades Project
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### **COMMITTEE ACTION:**

The Engineering, Operations, and Water Resources Committee (Committee) reviewed this item at a meeting held on September 20, 2017. The Committee supported Staff's recommendation.

### **NOTE:**

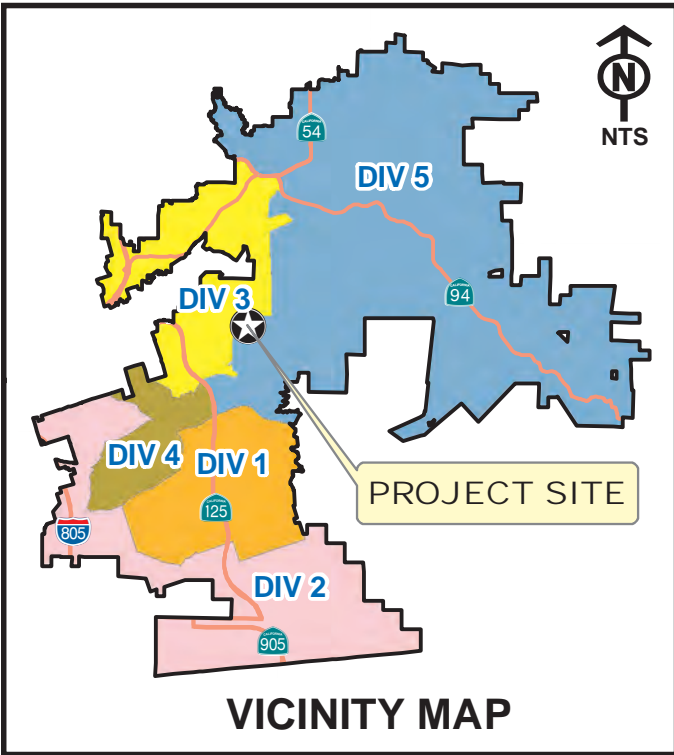
The "Committee Action" is written in anticipation of the Committee moving the item forward for Board approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.



## ATTACHMENT B – Budget Detail

<b>SUBJECT/PROJECT:</b> P2546-001103	Award of a Construction Contract to Simpson Sandblasting and Special Coatings, Inc. for the 980-2 Reservoir Interior/Exterior Coatings & Upgrades Project
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Otay Water District					8/28/2017
P2546-980-2 Reservoir Interior/Exterior Coating					
Budget	Committed	Expenditures	Outstanding Commitment & Forecast	Projected Final Cost	Vendor/Comments
1,450,000					
<b>Planning</b>					
Standard Salaries	4,200	4,042	158	4,200	
Consultant Contracts	-	-	-	-	
Service Contracts	2,310	2,310	-	2,310	HDR ENGINEERING INC
Regulatory Agency Fees	100	-	100	100	PETTY CASH CUSTODIAN
<b>Total Planning</b>	<b>6,610</b>	<b>6,352</b>	<b>258</b>	<b>6,610</b>	
<b>Design</b>					
Standard Salaries	15,000	10,201	4,799	15,000	
Service Contracts	2,000	-	2,000	2,000	MAYER
	1,000	-	1,000	1,000	DAILY TRIBUNE
Equipment Charge	50	-	50	50	EQUIPMENT
<b>Total Design</b>	<b>18,050</b>	<b>10,201</b>	<b>7,849</b>	<b>18,050</b>	
<b>Construction</b>					
Standard Salaries	120,000	-	120,000	120,000	
Construction Contract	1,146,327	-	1,146,327	1,146,327	SIMPSON SANDBLASTING - CONTRACTOR
Service Contracts	25,000	-	25,000	25,000	CONSTRUCTION MANAGEMENT
	50,000	-	50,000	50,000	COATING INSPECTION
	1,500	-	1,500	1,500	WELDING INSPECTION
	10,000	-	10,000	10,000	SECURITY
	2,000	-	2,000	2,000	CHEMICAL TESTING
Equipment Charge	2,000	-	2,000	2,000	EQUIPMENT CHARGE
Standard Materials	500	-	500	500	STANDARD MATERIALS
Project Closeout	5,000	-	5,000	5,000	CLOSEOUT
Project Contingency	57,316	-	57,316	57,316	5% OF CONSTRUCTION CONTRACT
<b>Total Construction</b>	<b>1,419,643</b>	<b>-</b>	<b>1,419,643</b>	<b>1,419,643</b>	
<b>Grand Total</b>	<b>1,444,303</b>	<b>16,553</b>	<b>1,427,750</b>	<b>1,444,303</b>	



**OTAY WATER DISTRICT**  
 980-2 Reservoir Interior/Exterior Coating & Upgrades  
 Location Map



CIP P2546

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# Agenda Item 6



## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	October 4, 2017
SUBMITTED BY:	Brandon DiPietro Field Services Manager	PROJECT:	Various DIV.NO. ALL
	Dan Martin Engineering Manager		
APPROVED BY:	<input checked="" type="checkbox"/> Rod Posada, Chief, Engineering <input checked="" type="checkbox"/> Mark Watton, General Manager		
SUBJECT:	Adopt Ordinance No. 565 Amending Section 31 Temporary Water Service of the District's Code of Ordinances		

### **GENERAL MANAGER'S RECOMMENDATION:**

That the Otay Water District (District) Board of Directors (Board) adopt Ordinance No. 565 (Attachment B) amending Section 31 Temporary Water Service of the District's Code of Ordinances.

### **COMMITTEE ACTION:**

Please see Attachment A.

### **PURPOSE:**

The purpose of the proposed amendments to Section 31 of the District's Code of Ordinances is to provide clarification on requirements for the use of recycled water for temporary purposes.

### **ANALYSIS:**

Section 31 of the District's Code of Ordinances provides the definitions of approved uses of temporary water service, requirements of temporary meters for service, and the fees and charges for temporary meters. Within Section 31.02, "Requirement of Temporary Meter for Service," the Code is silent on the requirements and use of recycled water for temporary purposes.

As new areas of the District develop adjacent to the District's recycled water network, temporary use of recycled water for dust

control and soil hydration during construction have been identified as an approved beneficial use for the District and the developer; other benefits to the District include reducing the demand on the potable system during large construction projects. Amending the Code of Ordinances will also bring greater visibility to the use of recycled water for construction.

Staff is recommending language that codifies the requirements for obtaining recycled water through a temporary meter (see (Attachment B-Exhibit 1)).

The proposed changes to the District's Code of Ordinances include the following:

- Section 31.02
  - E & F - Correct subparagraph lettering to D & E.
  - F - Language is added to describe how temporary recycled water service is provided and uses allowed for temporary recycled water.

The draft language included in the proposed Section 31 of the Code of Ordinances (Attachment C) was transmitted to the development community on August 21, 2017 for comments; as of September 12, 2017 no comments have been received.

**FISCAL IMPACT:**     Joe Beachem, Chief Financial Officer

None.

**STRATEGIC GOAL:**

Adoption of Ordinance No. 565 supports the District's Mission statement, "To provide high quality and reliable water and wastewater services to the customers of the Otay Water District, in a professional, effective, and efficient manner" and the General Manager's Vision, "A District that is innovative in providing water services at competitive rates, with a reputation for outstanding customer service."

**LEGAL IMPACT:**

None.

BD/DM/RP:jf

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Attachments:    Attachment A - Committee Action  
                  Attachment B - Ordinance No. 565  
  Exhibit 1 - Strike-through Section 31  
                  Attachment C - Proposed Section 31



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b> VARIOUS	Adopt Ordinance No. 565 Amending Section 31 Temporary Water Service of the District's Code of Ordinances
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### **COMMITTEE ACTION:**

The Finance, Administration, and Communications Committee (Committee) reviewed this item at a Committee Meeting held on September 20, 2017. The Committee supported Staff's recommendation.

### **NOTE:**

The "Committee Action" is written in anticipation of the Committee moving the item forward for Board approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.

ORDINANCE NO. 565

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE OTAY  
WATER DISTRICT AMENDING SECTION 31 TEMPORARY WATER SERVICE OF THE  
DISTRICT'S CODE OF ORDINANCES

BE IT ORDAINED by the Board of Directors of Otay Water District that the District's Code of Ordinances, Section 31 TEMPORARY WATER SERVICE be amended as per Exhibit 1 (attached).

NOW, THEREFORE, BE IT RESOLVED that the new proposed Section 31 (Attachment C) of the Code of Ordinances shall become effective October 4, 2017.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the Otay Water District at a regular meeting duly held this 4<sup>th</sup> day of October, 2017, by the following roll call vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

President

ATTEST:

---

District Secretary



Revised by Ordinance 539 9/4/13

SECTION 31 TEMPORARY WATER SERVICE

31.01 DEFINITION OF TEMPORARY SERVICE

Temporary water service is water service provided for a limited period of time not to exceed 365 days, and used for temporary purposes such as construction, hydrotesting water systems, vegetation of slopes, and other uses noted in this section. Temporary water service shall not be provided to residential dwellings or commercial business enterprises, which are covered under Section 60 of this Code.

31.02 REQUIREMENT OF TEMPORARY METER FOR SERVICE

Temporary service may be provided after installation of a temporary meter pursuant to a customer's written application for such service. Temporary service by means of a "jumper" or other unauthorized connection to the District water system is prohibited and subject to penalties as set forth in Section 72.

A. Size and Location.

1. The size and location of temporary meters will be determined solely by the District.
2. For temporary service from a fire hydrant, a meter of at least 4-inch in size will be required. Only one 2½-inch fire hydrant port per fire hydrant shall be occupied by a temporary meter at one time.

B. Temporary water service from a fire hydrant shall be limited to the following applications:

1. Filling of water trucks and drop tanks.
2. General construction requirements, such as backfill and compaction, guniting and stuccoing, and block wall building.
3. Flushing of storm drains and sewer lines.
4. Filling, hydrotesting, chlorination, and flushing of newly constructed potable and reclaimed water lines.
5. Filling, flushing, hydrotesting, and the initial operational coverage testing of reclaimed water irrigation systems. Temporary service provided for this application shall be limited to a maximum of 60 days.
6. Operation of landscape irrigation for the establishment of vegetation on slopes or other planted areas.

Temporary service provided for this application shall be limited to a maximum of 180 days.

Item 5 and 6 above shall require the installation by the customer of a District approved and tested reduced pressure backflow device prior to the temporary service being established. The backflow device shall be installed in plain view and within 3 feet of the temporary hydrant meter.

- C. Temporary service to construction trailers or other temporary construction buildings may be provided as follows:
1. Through a temporary meter connected to the 1 or 2--inch service lateral for the lot the trailer is placed on.
  2. Where Item 1 above is not possible, through a temporary meter connected to appurtenances other than a fire hydrant, such as a blow off.
  3. Where either Item 1 or 2 above is not possible, from a temporary 4--inch meter connected to a fire hydrant.

Service to construction trailers or other temporary construction buildings shall require the installation by the customer of a District approved and tested reduced pressure backflow device prior to the temporary service being established. The backflow device shall be installed in accordance with District requirements.

~~DE~~. If any unauthorized connection, disconnection or relocation of a temporary meter, or other connection device is made by other than District employees, District may discontinue further water service to the entire project and impose penalties as set forth in Section 72.

~~EF~~. Extensions to the time limits referenced in this section may be made by the General Manager. Requests for time extensions shall be made by the customer in writing.

F. Temporary Recycled Water Service may be provided as follows:

1. Through a temporary meter connection to a 2--inch recycled service lateral for the ~~lot the work is to take place on parcel proposed to be irrigated with recycled water.~~
2. Through a 3--inch or larger meter connected to an appropriate recycled appurtenance as approved by Otay Water District.

3. Permitted use of temporary recycled water shall be limited to construction site dust control and soil hydration as approved by Otay Water District.
4. Use of temporary recycled water shall be in accordance with the requirements of Section 26 "Water Recycling Plan and Implementing Procedures" of the Code of Ordinances.

31.03

FEES AND CHARGES FOR TEMPORARY METERS

- A. Temporary Service. Temporary water service shall be furnished to the property owner or the owner's authorized agent only and shall be provided under the following conditions:
1. Requirement of Deposit. At the time application is made for temporary service, the customer shall deposit with the District the amount set forth in Appendix A, 31.03 A.1.
  2. Delinquency. No temporary meters shall be furnished to any person with a delinquent account with the District.
  3. Refund of Deposit or Additional Payment. Upon cancellation or termination of the temporary service, the District will refund the amount of deposit remaining after making the following deductions:
    - a) cost of installing, moving, and removing the meter;
    - b) cost of repairing or replacing the meter, fire hydrant, and/or any fittings damaged or lost while in use; and
    - c) unpaid charges for water used or other applicable charges.
  4. Temporary Meter Set-up & Removal. The charges to set-up and remove a temporary meter are set forth in Appendix A, 31.03 A.4.
  5. Temporary Meter Move Fee. If a meter needs to be moved from one location to another see Appendix A., 31.03 A.5.
- B. Rates for Temporary Service. The minimum category of service for Temporary Water Service from a hydrant shall be a meter size of 4--inches. Payment for temporary water service shall be in accordance with rates and charges set forth in Section 25.03.

31.04

PAYMENT OF CAPACITY, NEW WATER SUPPLY, AND ANNEXATION FEES FOR  
TEMPORARY METERS

- A. Customers, whose property has been annexed into an Improvement District, may elect to pay the capacity, new water supply and annexation fees in addition to the deposit amount shown in Appendix A, 31.03.A.1.
- B. Capacity, new water supply and annexation fees for this type of temporary service shall be calculated in accordance with Sections 9 and 28.
- C. Payment for this type of temporary service shall be in accordance with the rates and charges set forth in Section 25.03 and based on water use type.
- D. Customers electing this type of temporary service shall be credited the number of equivalent dwelling units they have previously purchased when the meter(s) is returned to the District. The credit shall be applicable to permanent meters purchased within the same subdivision or development where the temporary meter was used.

Revised by Ordinance 539 9/4/13

SECTION 31 TEMPORARY WATER SERVICE

31.01 DEFINITION OF TEMPORARY SERVICE

Temporary water service is water service provided for a limited period of time not to exceed 365 days, and used for temporary purposes such as construction, hydrotesting water systems, vegetation of slopes, and other uses noted in this section. Temporary water service shall not be provided to residential dwellings or commercial business enterprises, which are covered under Section 60 of this Code.

31.02 REQUIREMENT OF TEMPORARY METER FOR SERVICE

Temporary service may be provided after installation of a temporary meter pursuant to a customer's written application for such service. Temporary service by means of a "jumper" or other unauthorized connection to the District water system is prohibited and subject to penalties as set forth in Section 72.

A. Size and Location.

1. The size and location of temporary meters will be determined solely by the District.
2. For temporary service from a fire hydrant, a meter of at least 4-inch in size will be required. Only one 2½-inch fire hydrant port per fire hydrant shall be occupied by a temporary meter at one time.

B. Temporary water service from a fire hydrant shall be limited to the following applications:

1. Filling of water trucks and drop tanks.
2. General construction requirements, such as backfill and compaction, guniting and stuccoing, and block wall building.
3. Flushing of storm drains and sewer lines.
4. Filling, hydrotesting, chlorination, and flushing of newly constructed potable and reclaimed water lines.
5. Filling, flushing, hydrotesting, and the initial operational coverage testing of reclaimed water irrigation systems. Temporary service provided for this application shall be limited to a maximum of 60 days.
6. Operation of landscape irrigation for the establishment of vegetation on slopes or other planted areas.

Temporary service provided for this application shall be limited to a maximum of 180 days.

Item 5 and 6 above shall require the installation by the customer of a District approved and tested reduced pressure backflow device prior to the temporary service being established. The backflow device shall be installed in plain view and within 3 feet of the temporary hydrant meter.

- C. Temporary service to construction trailers or other temporary construction buildings may be provided as follows:
1. Through a temporary meter connected to the 1 or 2-inch service lateral for the lot the trailer is placed on.
  2. Where Item 1 above is not possible, through a temporary meter connected to appurtenances other than a fire hydrant, such as a blow off.
  3. Where either Item 1 or 2 above is not possible, from a temporary 4-inch meter connected to a fire hydrant.

Service to construction trailers or other temporary construction buildings shall require the installation by the customer of a District approved and tested reduced pressure backflow device prior to the temporary service being established. The backflow device shall be installed in accordance with District requirements.

- D. If any unauthorized connection, disconnection or relocation of a temporary meter, or other connection device is made by other than District employees, District may discontinue further water service to the entire project and impose penalties as set forth in Section 72.
- E. Extensions to the time limits referenced in this section may be made by the General Manager. Requests for time extensions shall be made by the customer in writing.
- F. Temporary Recycled Water Service may be provided as follows:
1. Through a temporary meter connection to a 2-inch recycled service lateral for the parcel proposed to be irrigated with recycled water.
  2. Through a 3-inch or larger meter connected to an appropriate recycled appurtenance as approved by Otay Water District.
  3. Permitted use of temporary recycled water shall be limited to construction site dust control and soil hydration as approved by Otay Water District.

4. Use of temporary recycled water shall be in accordance with the requirements of Section 26 "Water Recycling Plan and Implementing Procedures" of the Code of Ordinances.

31.03

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  2. Delinquency. No temporary meters shall be furnished to any person with a delinquent account with the District.
  3. Refund of Deposit or Additional Payment. Upon cancellation or termination of the temporary service, the District will refund the amount of deposit remaining after making the following deductions:
    - a) cost of installing, moving, and removing the meter;
    - b) cost of repairing or replacing the meter, fire hydrant, and/or any fittings damaged or lost while in use; and
    - c) unpaid charges for water used or other applicable charges.
  4. Temporary Meter Set-up & Removal. The charges to set-up and remove a temporary meter are set forth in Appendix A, 31.03 A.4.
  5. Temporary Meter Move Fee. If a meter needs to be moved from one location to another see Appendix A., 31.03 A.5.
- B. Rates for Temporary Service. The minimum category of service for Temporary Water Service from a hydrant shall be a meter size of 4-inches. Payment for temporary water service shall be in accordance with rates and charges set forth in Section 25.03.

31.04

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- A. Customers, whose property has been annexed into an Improvement District, may elect to pay the capacity, new water supply and annexation fees in addition to the deposit amount shown in Appendix A, 31.03.A.1.
- B. Capacity, new water supply and annexation fees for this type of temporary service shall be calculated in accordance with Sections 9 and 28.
- C. Payment for this type of temporary service shall be in accordance with the rates and charges set forth in Section 25.03 and based on water use type.
- D. Customers electing this type of temporary service shall be credited the number of equivalent dwelling units they have previously purchased when the meter(s) is returned to the District. The credit shall be applicable to permanent meters purchased within the same subdivision or development where the temporary meter was used.