



SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVE * SEASIDE, CA 93955

Telephone (831) 899-6825

BOARD MEMBER

Jon Wizard **District Member**

City of Seaside
440 Harcourt Ave
Seaside, CA 93955
(831) 899-6825

Jerry Blackwelder **First Vice Chair**

City of Sand City
1 Sylvan Park
Sand City, CA 93955
(831) 394-3054

Pat Lintell **Second Vice Chair**

City of Del Rey Oaks
650 Canyon Del Rey
Del Rey Oaks, CA
93940
(831) 394-8511

DISTRICT STAFF

Craig Malin

District Manager
440 Harcourt Avenue
Seaside, CA 93955
(831) 899-6701

Rick Riedl

District Engineer
440 Harcourt Avenue
Seaside, CA 93955
(831) 899-6884

Michael J. Whilden

Legal Counsel
County Counsel
168 West Alisal Street
Third Floor
Salinas, CA 93901
(831) 755-5045

Lesley Milton-Rerig

District Clerk
440 Harcourt Avenue
Seaside, CA 93955
(831) 899-6707

REGULAR MEETING AGENDA

Board of Directors

Tuesday, January 8, 2019, 9:30 AM
City of Seaside Conference Room
440 Harcourt Ave, Seaside, CA 93955

1. **CALL TO ORDER**

Jon Wizard	Chair
Jerry Blackwelder	First Vice Chair
Pat Lintell	Second Vice Chair

2. **ROLL CALL**

3. **CONSENT AGENDA**

A. **APPROVAL OF MINUTES FROM THE DECEMBER 18, 2018 SPECIAL MEETING.**

PURPOSE: To review and approve the minutes from the December 18, 2018 Special Meeting.

RECOMMENDATION: That the minutes be reviewed and approved.

B. **RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR DECEMBER 2018.**

PURPOSE: Receive District Operations report for December 2018.

RECOMMENDATION: Accept reports. This item is presented for information only.

C. APPROVE THE PURCHASE OF A SEWER VIDEO VAN IN THE AMOUNT OF \$169,337.50.

PURPOSE: The purpose of this item is for the Seaside County Sanitation District Board to consider purchasing a Sewer Video Van in the amount of \$169,337.50.

RECOMMENDATION: It is recommended the Seaside County Sanitation District Board adopt a resolution appropriating \$110,000 from the Sanitation Reserves to the Capital Outlay account for Video Equipment and authorizes the District Manager to execute a contract to purchase a Sewer Video Van from Elite Equipment in the amount of \$169,337.50.

CEQA Compliance: The proposed action is not a project as defined by the California Environmental Quality Act (CEQA).

4. NEW BUSINESS

**A. CONTRACT AMENDMENT WITH HARRIS & ASSOCIATES
FOR AN AMOUNT NOT TO EXCEED TWO HUNDRED
TWENTY FIVE THOUSAND EIGHT HUNDRED EIGHTY
EIGHT DOLLARS (\$225,888) FOR PROJECT MANAGEMENT,
CONSTRUCTION MANAGEMENT AND INSPECTION
SERVICES FOR THE LIFT STATIONS UPGRADES**

PURPOSE: Consider approval of a contract amendment with Harris & Associates to provide project management, construction management and inspection services necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte lift stations.

Environmental Compliance: The Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations is considered categorically exempt and the Notice of Exemption was filed in September 20, 2017 with the Monterey County Clerk's Office.

RECOMMENDATION: It is recommended that the Board adopt a resolution approving the contract amendment with Harris & Associates for an amount not to exceed Two Hundred Twenty Five Thousand Eight Hundred Eighty Eight Dollars (\$225,888) to provide project management, construction management and inspection services necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations and authorize the District Manager to execute the contract amendment.

B. CONTRACT AMENDMENT WITH E2 CONSULTING ENGINEERS INC. FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY ONE THOUSAND NINE HUNDRED TWENTY SEVEN DOLLARS (\$171,927) FOR ENGINEERING DESIGN SUPPORT TO CONSTRUCTION FOR THE LIFT STATIONS UPGRADES

PURPOSE: Consider approval of a contract amendment with E2 Consulting Engineers, Inc. to provide engineering design support during construction necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte lift stations.

Environmental Compliance: The Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations is considered categorically exempt and the Notice of Exemption was filed in September 20, 2017 with the Monterey County Clerk's Office.

RECOMMENDATION: It is recommended that the Board adopt a resolution approving the contract amendment with E2 Consulting Engineers, Inc. for an amount not to exceed One Hundred Seventy One Thousand Nine Hundred Twenty Seven Dollars (\$171,927) for engineering design support during construction necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations and authorize the District Manager to execute the contract amendment.

5. STAFF REPORTS

Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.

6. BOARD MEMBERS COMMENTS

7. ADJOURNMENT

Next Regularly Scheduled Meeting:
February 12, 2018
Seaside City Hall
9:30 AM

In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. SCSD's meetings are held at an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at cityclerk@ci.seaside.ca.us 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. Agenda related writings or documents provided to the SCSD Board of Directors are available for public inspection during the meeting or may be requested from the office of the District Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.

Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.



DRAFT MINUTES
SEASIDE COUNTY SANITATION DISTRICT
Tuesday, December 18, 2018 9:30 AM
SPECIAL MEETING
Seaside Conference Room

1. CALL TO ORDER

The meeting was called to order at 9:30 AM.

2. ROLL CALL

Present: Blackwelder, Lintell, Wizard

Second Vice Chair Lintell requested item 5C be moved to the beginning of agenda. Request was granted.

3. ELECTION OF OFFICERS 2019

Second Vice Chair Lintell nominated Jerry Blackwelder to be Chair.

On motion by Second Vice Chair Pat Lintell and seconded by First Vice Chair Jerry Blackwelder and passed by the following vote the Seaside County Sanitation District approved appointment of Jerry Blackwelder as Chair, Pat Lintell as First Vice Chair and Jon Wizard as Second Vice Chair.

RESULT: **Approved**
AYES: Jerry Blackwelder, Pat Lintell, Jon Wizard
NOES: None

4. CONSENT AGENDA

On motion by First Vice Chair Pat Lintell and seconded by Second Vice Chair Wizard and passed by the following vote the Seaside County Sanitation District voted unanimously to approve the consent agenda as presented.

RESULT: **Approved**
AYES: Jerry Blackwelder, Pat Lintell, Jon Wizard
NOES: None

A. APPROVAL OF MINUTES FROM THE NOVEMBER 13, 2018 REGULAR MEETING.

Action: Approved

B. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR NOVEMBER 2018

Action: Received/Passed

C. APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH WALLACE GROUP FOR AN AMOUNT NOT TO EXCEED \$6,500 FOR THE SAND CITY WEST END SEWER ANALYSIS PROJECT

Action: Approved

D. FUNDING AGREEMENT WITH DBO DEVELOPMENT NO. 30, LLC FOR THE SAND CITY WEST END SEWER ANALYSIS PROJECT

Action: Approved/Adopted

5. NEW BUSINESS

A. APPROVE A CONTRACT WITH MONTEREY PENINSULA ENGINEERING FOR AN AMOUNT NOT TO EXCEED ONE MILLION SIX HUNDRED EIGHTY THREE THOUSAND TWO HUNDRED DOLLARS (\$1,683,200) FOR LIFT STATIONS UPGRADES.

Item was presented by District Engineer Rick Riedl. Mr. Riedl gave a brief background and explanation on item. There were questions by Board that were answered by Mr. Riedl.

On motion by Second Vice Chair Pat Lintell and seconded by Council Member Jon Wizard and passed by the following vote the Seaside County Sanitation District Approved item as presented.

RESULT:	Approved
AYES:	Jerry Blackwelder, Pat Lintell, Jon Wizard
NOES:	None

B. AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED EIGHT THOUSAND THIRTY FIVE DOLLARS (\$8,035) FOR PREPARATION OF CULTURAL RESOURCES SURVEY FOR THE CANYON DEL REY BOULEVARD SEWER REPLACEMENT PROJECT

Item presented by District Engineer Rick Riedl. Mr. Riedl spoke gave a brief explanation on this item. There were questions by the Board that were answered by Mr. Riedl.

On motion by First Vice Chair Pat Lintell and seconded by Second Vice Chair Jon Wizard and passed by the following vote the Seaside County Sanitation District Approved item as presented.

RESULT:	Approved
AYES:	Jerry Blackwelder, Pat Lintell, Jon Wizard
NOES:	None

C. APPROVE MASTER TAXING ENTITY AGREEMENT WITH CITY OF SEASIDE

Item presented by District Manager Malin. Mr. Malin gave a brief explanation on the Master Taxing Agreement. Mentioned that the City will be selling a parcel and that agencies including SCSD will receive money. In order for it to take effect all taxing authorities need to adopt the proposed agreement.

On motion by Second Vice Chair Pat Lintell and seconded by District Member Jon Wizard

and passed by the following vote the Seaside County Sanitation District Approved the Master Taxing Entity Agreement with the City of Seaside.

RESULT: **Approved**

AYES: Jerry Blackwelder, Pat Lintell, Jon Wizard

NOES: None

6. STAFF REPORTS

District Engineer Rick Riedl spoke on the Del Monte Boulevard Project.

7. BOARD MEMBERS COMMENTS

None.

8. ADJOURNMENT

On motion, the meeting was adjourned at 9:51 AM.

Respectfully Submitted,

Lesley E. Milton-Rerig, District Clerk

Jerry Blackwelder, Chair



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 3.B.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Rick Riedl, City Engineer
Billy Thomas, Junior Engineer

DATE: January 8, 2019

**SUBJECT: RECEIVE SEASIDE COUNTY SANITATION DISTRICT
OPERATIONS REPORT FOR DECEMBER 2018.**

PURPOSE

Receive District Operations report for December 2018.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

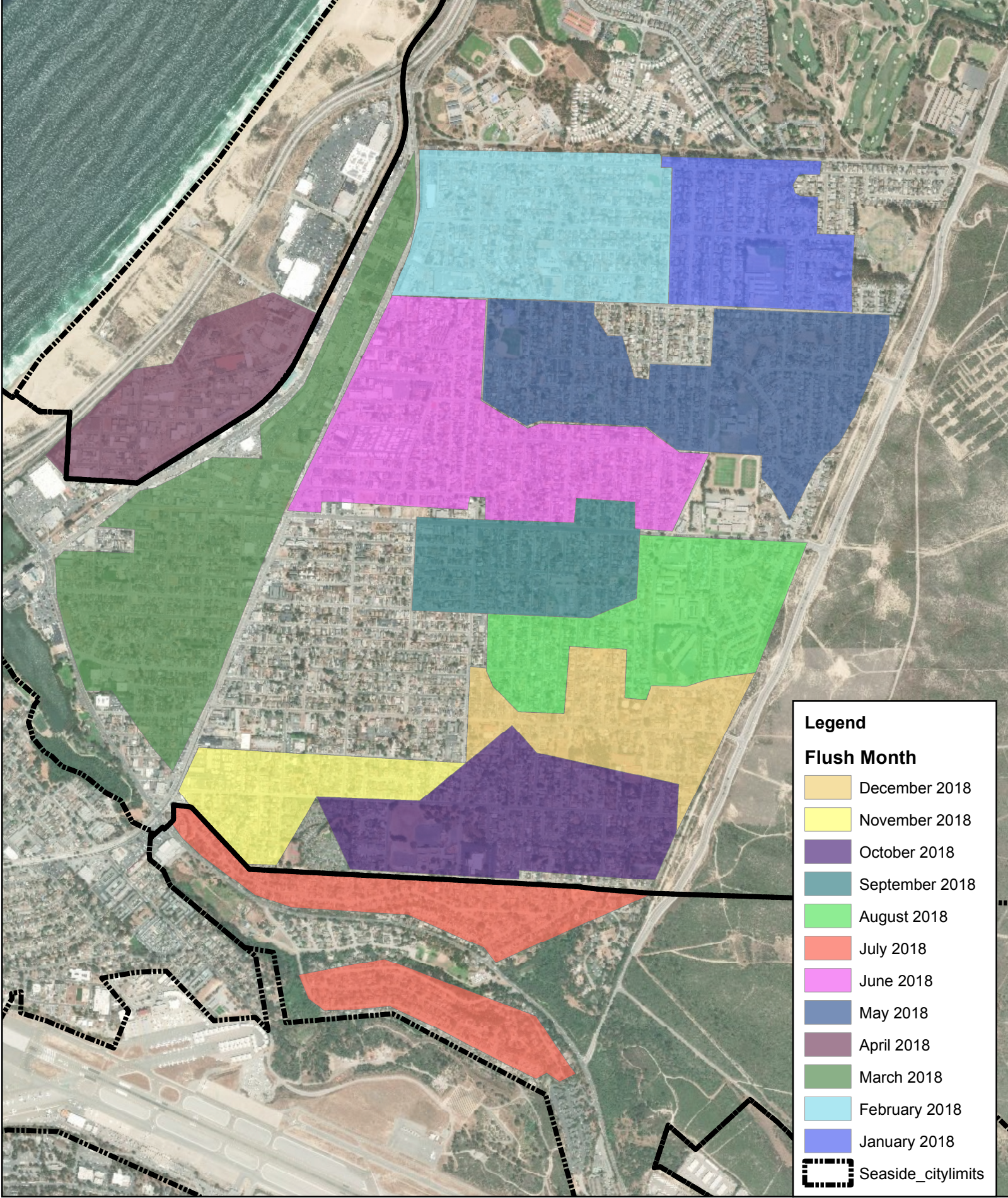
Attached is the Seaside County Sanitation District operations report and flush map for December 2018.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

1. Flush Map December_18-19
 2. Monthly Sanitation Report December_18-19
-



Legend

Flush Month

- December 2018
- November 2018
- October 2018
- September 2018
- August 2018
- July 2018
- June 2018
- May 2018
- April 2018
- March 2018
- February 2018
- January 2018

 Seaside_citylimits



0 1,250 2,500 Feet

Source: SCSD, AMBAG

SEASIDE COUNTY SANITATION DISTRICT

Flush Map

Exhibit
Packet Page 10

Seaside County Sanitation District Operations Report

Fiscal Year 2018/2019 Month of December

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded		0		0		0	0	0
Main Line Jetted		0		0	10,909	109,112	10,909	109,112
Main Line Video		0		0		0	0	0
Main Lines Treated for Grease Control (Jet Power II)	162	1,056	277	1,385	4,125	17,179	4,564	19,620
Stoppages & Overflows								
Main Line		1		0	1	2	1	3
Laterals		0	1	0		7	1	8

Sewer Repairs

None

Sewers Video

None

Stoppage Locations

Del Rey Oaks

None

Sand City

None

Seaside

None

Overflow Locations

Del Rey Oaks

None

Sand City

542 Ortiz - Lateral

Seaside

1241 Ord Grove - Main Line



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 3.C.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Richard Riedl, District Engineer

DATE: January 8, 2019

**SUBJECT: APPROVE THE PURCHASE OF A SEWER VIDEO VAN IN THE
AMOUNT OF \$169,337.50.**

PURPOSE

The purpose of this item is for the Seaside County Sanitation District Board to consider purchasing a Sewer Video Van in the amount of \$169,337.50.

RECOMMENDATION

It is recommended the Seaside County Sanitation District Board adopt a resolution appropriating \$110,000 from the Sanitation Reserves to the Capital Outlay account for Video Equipment and authorizes the District Manager to execute a contract to purchase a Sewer Video Van from Elite Equipment in the amount of \$169,337.50.

CEQA Compliance: The proposed action is not a project as defined by the California Environmental Quality Act (CEQA).

BACKGROUND

The Seaside County Sanitation District (District) is responsible for the maintenance of approximately 73 miles of sewer mains. Staff sometimes encounters events, such as sewer backups or the cleaning equipment becoming trapped in the sewer line, where the use of in-situ equipment, such as a sewer inspection camera would be useful. The District's video equipment is approximately 14 years old, provides poor quality videos, and is incurring significant costs to maintain.

On August 14, 2018, the District adopted a resolution pre-authorizing the District Manager to execute a contract up to Thirty Thousand Dollars (\$30,000) for the purchase of a late model used vehicle to replace the van that houses the existing sewer inspection camera equipment.

Since the proposed Video Van purchase includes a van, the authorized \$30,000 expenditure to account #952-8820-8192, "Equipment," is no longer required. Also, the adopted budget

includes \$50,000 in account #952-8820-8190, "Video Inspection," to repair the existing video equipment prior to installing it in a new van. Since the existing video equipment is antiquated and unreliable, it is proposed that the District not purchase a used van and retrofit it with the antiquated video equipment but instead approve the purchase of the proposed Sewer Video Van outlined herein. Although this alternative would cost the District an additional \$90,000, it would be more cost effective because it would provide a fully functioning video van now and would not divert resources into refurbishing a van with antiquated and unreliable equipment.

On December 12, 2018, Elite Equipment of West Sacramento California submitted a quote for a fully-furnished used sewer video van (Sewer Video Van quote by Elite Equipment is attached).

The Sewer Video Van has less than 8,000 miles and comes equipped with 2 crawlers and 4 cameras manufactured by Mini-Cam Ltd. of the U.K. The Sewer Video Van quote was submitted in accordance with the Sourcewell Corporation (Sourcewell) Contract #122017-HVC.

Sourcewell (formerly the National Joint Powers Alliance (NJPA)) is a public agency serving as a municipal contracting agency, operating under the legislative authority of Minnesota Statute 123A.21 with the authority to develop and offer, among other services, cooperative procurement services to its membership. At the December 9th, 2014 District Meeting, the District adopted a Resolution entering into a membership agreement with the Sourcewell (formerly NJPA). In 2015, the District purchased a combination Vacuum-Jetter Truck from NJPA in the amount of \$394,289.

It is recommended that the District adopt a resolution appropriating \$110,000 from the Sanitation Reserves and approving the purchase of the proposed Video Van for \$169,337.50 through Sourcewell.

ENVIRONMENTAL COMPLIANCE

In accordance with Title 14, California Code of Regulations (CCR, Title 14), Chapter 3 "CEQA Guidelines," Article 20, Section 15378, the proposed action is not a project as defined by the California Environmental Quality Act (CEQA). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project.

FISCAL IMPACT

Staff received a quote from Elite Equipment, a Sourcewell-approved vendor, for the sale of a used Sewer Video Van in the amount of \$169,337.50. This price includes sales tax of \$14,337.50.00. As of the latest financial audit of August 14, 2018, SCSO maintains cash assets of \$7,503,114.49. Approving the resolution will have a financial impact of up to \$169,337.50 to capital outlay fund 952-8820-8190, "Video Inspection." Therefore, there are sufficient funds available for the proposed capital outlay fund adjustment.

ATTACHMENTS

1. Photos of Sewer Video Van
 2. Reso Video Van Purchase
 3. Quote Elite Video Van
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RESOLUTION NO. 18-XX (SCSD)

**A RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT OF THE
CITY OF SEASIDE**

**APPROPRIATE \$110, 000 FROM THE SANITATION RESERVES TO THE VIDEO
INSPECTION CAPITAL OUTLAY ACCOUNT AND AUTHORIZING THE PURCHASE
OF A SEWER VIDEO VAN IN THE AMOUNT OF \$169,337.50**

WHEREAS, the District is required to perform a video assessment of its entire collection system;
and

WHEREAS, occasionally staff encounters events, such as sewer backups or cleaning equipment becoming trapped in the sewer line, where the use of in-situ equipment, such as a sewer inspection camera would be useful; and

WHEREAS, the District has been looking for van to house the existing sewer video equipment and the District authorized \$30,000 to purchase a late model used vehicle to replace the van the housed the existing sewer video equipment; and

WHEREAS, the existing sewer video equipment is at the end of its useful life; and

WHEREAS, it is more cost effective to replace the antiquated video equipment than maintain it and the purchase of a fully-equipped sewer video van would enhance the maintenance of the sewer lines; and

WHEREAS, the adopted budget for Video Inspection is \$50,000 and Equipment is \$30,000 an additional amount of \$90,000 is necessary to purchase a fully-equipped sewer video van; and

WHEREAS, based upon the latest financial audit of August 14, 2018, the SCSD maintains sufficient cash assets of \$7,503.114.49.

NOW, THEREFORE BE IT RESOLVED, that the Seaside County Sanitation District authorizes the District Manager to execute a contract in the amount of \$169,337.50 for the purchase of a used Sewer Video Van from Elite Equipment; and appropriate approximately \$110,000 from reserves for the purchase of the van; and directs the Finance Manager to make the necessary fund transfers.

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held on the 18th day of December 2018, by the following vote:

AYES: Board Members:
NOES: Board Members:
ABSENT: Board Members:
ABSTAIN: Board Members:

Jon Wizard, Chair

ATTEST:

Lesley Milton-Rerig, District Clerk

Billing Address

Monty Miller
City of Seaside

Shipping Address

Monty Miller
City of Seaside

Quote Info

Date: 11/30/18
Quote #: 00027
Terms: Sourcewell Contract Number:
122017-HVC
Contact: Eric Montgomery
Phone: 916-698-1908
Email: emontgomery@eliteequip.net

Accessories
\$5,600.00

Qty	Part #	Description	Unit	Extended
1	MC:LCP05	5M LINK CABLE - PROTEUS	\$315.00	\$315.00
1	MC:CGP300	ADJ. CABLE GUIDE ROLLER - 300M REELS	\$1,100.00	\$1,100.00
1	VFB01	BRACKET KIT TO MOUNT CONTROLLER TO DESKTOP	\$245.00	\$245.00
1	MC:CGP01	CABLE GUIDE PULLEY	\$625.00	\$625.00
1	RCP4	REMOTE CONTROL - 4 BUTTON BLUETOOTH OPERATION FOR CRAWLER FORWARD/REVERSE AND CABLE REEL IN/OUT. SUPPLIED WITH HOLDER TO ATTACH TO THE MOTORIZED REEL.	\$1,425.00	\$1,425.00
1	VBP05	VAN INTERFACE BOX - PROTEUS	\$625.00	\$625.00
1	MC:TRP01	MANHOLE TOP ROLLER ASSEMBLY	\$625.00	\$625.00
1	MC:PKP01-OS	PRESSURE TEST KIT - Does Not Include gas Canister (LE: 88100Z or LE:88123)	\$640.00	\$640.00

Cameras
\$16,650.00

Qty	Part #	Description	Unit	Extended
1	CAM028	PAN & ROTATE ZOOM CAMERA - 120X ZOOM (10X OPTICAL, 12X DIGITAL), POWERFUL LED LIGHTING, TWIN LASERS, PIPE DIAMETER MEASURING SENSOR, AUTO/MANUAL FOCUS, PRESSURIZED, CONTINUOUS ROTATION, +/- 135 DEGREE PAN, PRESSURE RATED TO 1 BAR.	\$16,650.00	\$16,650.00

Controllers
\$11,025.00

Qty	Part #	Description	Unit	Extended
1	MC:CCU208	CCU - CAMERA CONTROL UNIT - PROTEUS	\$11,025.00	\$11,025.00

Drums
\$22,465.00

Qty	Part #	Description	Unit	Extended
1	CAP300	1000' - INSPECTION CABLE	\$5,825.00	\$5,825.00
1	RAP300	MOTORIZED CABLE REEL FOR 1000' OF CABLE	\$16,640.00	\$16,640.00

Software
\$11,500.00

Qty	Part #	Description	Unit	Extended
1	Computer:Rackmount-Win10Pro64	Rackmount computer system: Windows 10 Professional 64bit, Intel i5-6500 CPU, 8GB memory, 128B SSD drive for operating system, 1TB HDD data storage drive, AverMedia PCI-E capture card, Logitech Bluetooth Keyboard and Mouse. Includes installation and tes...	\$2,900.00	\$2,900.00

1	PIPELOGIX:Full	Pipelogix Full Reporting License	\$8,600.00	\$8,600.00
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Tractors			\$18,310.00	
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Qty	Part #	Description	Unit	Extended
1	CRP140	140MM PROTEUS CRAWLER - STEERABLE 6-WHEEL DRIVE, MOTORIZED LIFT ASSY., INCLINATION SENSOR, TILT SENSOR AND SONDE TRANSMITTER - FOR USE IN 6" TO 24" PIPE DIAMETERS	\$18,310.00	\$18,310.00

Vehicle			\$69,450.00	
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Qty	Part #	Description	Unit	Extended
1		Ford Transit 150 with Office/Work zone Build Out	\$69,450.00	\$69,450.00

Sub-Total			\$155,000.00	
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Tax			\$14,337.50	
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Shipping Charge			\$0.00	
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Grand Total			\$169,337.50	
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Notes				
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This quote is valid for 30 days. Please call with any questions. Prices subject to change. Not responsible for typographical errors.

NOTE: This quote does NOT include applicable sales tax, freight, and importation charges.



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.A.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Rick Riedl, City Engineer

DATE: January 8, 2019

SUBJECT: **CONTRACT AMENDMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED TWO HUNDRED TWENTY FIVE THOUSAND EIGHT HUNDRED EIGHTY EIGHT DOLLARS (\$225,888) FOR PROJECT MANAGEMENT, CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE LIFT STATIONS UPGRADES**

PURPOSE

Consider approval of a contract amendment with Harris & Associates to provide project management, construction management and inspection services necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte lift stations.

Environmental Compliance: The Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations is considered categorically exempt and the Notice of Exemption was filed in September 20, 2017 with the Monterey County Clerk's Office.

RECOMMENDATION

It is recommended that the Board adopt a resolution approving the contract amendment with Harris & Associates for an amount not to exceed Two Hundred Twenty Five Thousand Eight Hundred Eighty Eight Dollars (\$225,888) to provide project management, construction management and inspection services necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations and authorize the District Manager to execute the contract amendment.

BACKGROUND

On May 9, 2017, the District approved an Agreement for Consultant Services with Harris & Associates to provide Professional Services to assist District staff with delivering Capital Improvement Projects. These services include project management, construction management, inspection and environmental

services. Since the approval of the contract, District staff has requested additional amendments to address several Capital Improvement Projects to date. The following table provides a summary of these amendments.

Contract	Date	Amount	Project	Services
Original	9-May-17	\$41,880.00	Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations	Project Management and Environmental Permitting Services
Amendment #1	13-Jun-17	\$30,050.00	942 Angelus Way Sewer Pipeline Upgrade	Project Management and Environmental Permitting Services
Amendment #2	11-Jul-17	\$5,600.00	Prepare Request for Qualifications to Procure On-Call Engineering Design Services for Capital Improvement Projects	Project Management and Professional Services
Amendment #3	20-Nov-17	\$31,430.00	942 Angelus Way Sewer Pipeline Upgrade	Construction Support and Environmental Permitting Services
Amendment #4	1-Dec-17	\$167,370.00	CIP Management for FY 2017/2018: Del Monte Sewer Line Upgrade Canyon Del Rey Sewer Line Highway 1 Sewer Line Cleaning	Project Management and Environmental Services
Amendment #5	10-Apr-18	\$56,358.00	Redesign of Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations	Project Management and Environmental Permitting Services
Amendment #6	9-Oct-18	\$46,840.00	Highway 1 Sewer Cleaning	Construction Management and Inspection Services
Amendment #7	18-Dec-18	\$8,035	Canyon Del Rey Sewer Line Replacement	Environmental Services

On July 10th, 2018, the District's Board adopted a Capital Improvement Program (CIP) which estimated capital needs of \$1,855,000 for the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations. The Project was posted on the City of Seaside's website, advertised, and solicited for a period of four (4) weeks. On December 18, 2018 the District awarded a contract to Monterey Peninsula Engineering in the amount of \$1,683,200 for construction of lift station upgrades.

Implementation of lift station upgrades of this scale and complexity will require considerable project management and construction inspection expertise. District staff requested a proposal from Harris & Associates to provide the construction management and inspections services necessary to complete the project. Staff reviewed the proposal and determined Harris & Associates has the necessary skills and resources to support the Lift Station Upgrade project.

It is recommend the District adopt the attached resolution approving a contract amendment with harris & Associates and authorize the District Manager to execute the contract amendment.

ENVIRONMENTAL COMPLIANCE:

Per Title 14 of the California Code of Regulations, Chapter 3, "Guidelines for Implementation of California Environmental Quality Act (CEQA)," Article 19, "Categorical Exemptions," Section 15301, "Existing Facilities", the Class I following actions are categorically exempt;

"operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."

Examples include but are not limited to:

Item (b) Existing facilities of both investor and publicly-owned utilities used to provide electric power, natural gas, sewerage, or other public utility services;

Additionally, per Title 14 of the California Code of Regulations, Chapter 3, "Guidelines for Implementation of California Environmental Quality Act (CEQA)," Article 19, "Categorical Exemptions," Section 15302, "Replacement or Reconstruction", the Class II following actions are categorically exempt;

"replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced."

Examples include but are not limited to:

Item (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity;

The Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations is considered categorically exempt and the Notice of Exemption was filed in September 2017 with the County of Monterey County Clerk's Office.

FISCAL IMPACT

The FY 2018/19 Budget for the Lift Stations Upgrades allocated \$1,855,000; with remaining funds totaling approximately \$1,820,397.35 available. The Construction Contract Agreement with Monterey Peninsula Engineering, Incorporated, is a not-to-exceed amount of One Million Six Hundred Eighty Three Thousand Two Hundred Dollars (\$1,683,200) with an additional contingency equal to 10% of the Construction Contract Agreement in the amount of \$168,320.

The District will need design support, construction management, and inspection services to ensure project conformance to the plans and specifications. At the request of District staff, E2 Consulting Engineers and Harris & Associates submitted proposals for Design Support and Construction Management/Inspection Services for not to exceed amounts of One Hundred Seventy One Thousand Nine Hundred Twenty Seven Dollars (\$171,927) and Two Hundred Twenty Five Thousand Eight Hundred Eighty Eight Dollars (\$225,888) respectively.

The combined fiscal impact for the Construction Contract Agreement with Monterey Peninsula Engineering, Incorporated with a 10% contingency, the Design Support and Construction Management and Inspection Services with E2 Consulting Engineers and Harris and Associates results in a total budget of \$2,283,938, exceeding the approved budget by \$428,938.

As of the District's most recent financial audit, there are available cash assets exceeding \$7,000,000. Based upon bids received, the scope of service necessary and the available remaining funds, it is recommended to appropriate \$428,938 from available cash assets, amend the FY 2018/19 Budget for the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations to \$2,283,938, and authorize the District Manager to execute a contract amendment with Harris & Associates for an amount not to exceed of Two Hundred Twenty Five Thousand Eight Hundred Eighty Eight Dollars (\$225,888).

ATTACHMENTS

1. Resolution Contract Amendment Harris
 2. Amendment No. 8
-

RESOLUTION NO. 2018- XX (SCSD)

**A RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT
AMENDING A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS &
ASSOCIATES FOR AN AMOUNT NOT TO EXCEED TWO HUNDRED TWENTY FIVE
THOUSAND EIGHT HUNDRED EIGHTY EIGHT DOLLARS (\$225,888) FOR PROJECT
MANAGEMENT, CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES
FOR THE LIFT STATION UPGRADE PROJECT**

WHEREAS, on May 9, 2017, the District's Board adopted a resolution awarding a Professional Services Agreement to Harris and Associates (Harris) to provide professional project management services for the implementation of the Capital Improvement Program; and

WHEREAS, on July 10, 2018, the District adopted a Capital Improvement Program for Lift Station Upgrades (Project) with a budget of \$1,855,000; and

WHEREAS, the proposed project consists of repairs, maintenance, and minor alterations to the existing public sewerage facility, and

WHEREAS, in accordance with Title 14, California Code of Regulations, Section 15301 and Section 15302, the proposed Lift Station Upgrades is Categorically Exempt from the California Environmental Quality Act (CEQA); and

WHEREAS, On December 18, 2018, the District Board awarded a construction contract to Monterey Peninsula Engineering with a 10% contingency in the amount of \$1,851,520; and

WHEREAS, it is necessary for the District to retain Design Support, Construction Management and Inspection Services throughout the duration of the Project; and

WHEREAS, Harris & Associates submitted a proposal for additional Professional Services for Construction Management and Inspection Services in support for the Project; and

WHEREAS, the District has determined that the proposed scope of work and budget are reasonable.

WHEREAS, the combined fiscal impact for the Construction Contract Agreement with a 10% contingency, the Design Support, Construction Management and Inspection Services is estimated to exceed the approved budget by \$428,938; and

WHEREAS, as of the District's most recent financial audit, there are available cash assets exceeding \$7,000,000.

NOW THEREFORE, BE IT RESOLVED, that the Seaside County Sanitation District appropriates \$428,938 from available cash assets to fund the Lift Station Upgrades, amend the FY 2018/19 Budget for Lift Station Upgrades to \$2,283,938, and authorizes the District Manager to execute an amendment to the professional services agreement with Harris & Associates for an amount not-to-exceed of Two Hundred Twenty Five Thousand Eight Hundred Eighty Eight Dollars (\$225,888).

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held on the 8th day of January 2019, by the following vote:

AYES:	Board Members:
NOES:	Board Members:
ABSENT:	Board Members:
ABSTAIN:	Board Members:

Johnathan Wizard, Chair

Seaside County Sanitation District

ATTEST:

Lesley Milton-Rerig, District Clerk

Seaside County Sanitation District

CONTRACT AMENDMENT #8
CAPITAL IMPROVEMENTS PROJECTS MANAGEMENT
Seaside County Sanitation District

Date: January 8, 2018

Change Requested by: X District Consultant

Contract Date

Project Name

May 30, 2017

Capital Improvements Projects Management

To (Consultant): Harris & Associates, 2 Salinas Street, Suite B, Salinas, CA 93901

You are directed to make the following changes to the Contract Documents or amend the following described work not included in the contract documents for this project.

The purpose of this addendum is to provide additional professional services related to the project named above. The contract terms and conditions shall not be modified except for as stated herein.

MODIFY the following text in **Section 2, "Services."**

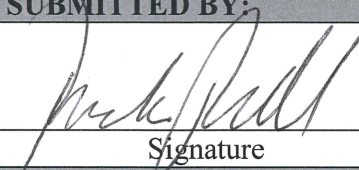
Consultant shall perform the tasks described and set forth in Exhibit A, Exhibit A1, Exhibit A2, Exhibit A3, Exhibit A4, Exhibit A5, Exhibit A6 attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A, Exhibit A1, Exhibit A2, Exhibit A3, Exhibit A4, Exhibit A5, Exhibit A6, Exhibit A7, and Exhibit A8.

MODIFY the following text in **Section 21, "Contents of Request for Proposal and Proposal."**

Consultant is bound by the contents of City's Request for Proposal, Exhibit "C" hereto and incorporated herein by this reference, and the contents of the proposal submitted by the Consultant, Exhibit A, Exhibit A1, Exhibit A2, Exhibit A3, Exhibit A4 , Exhibit A5, Exhibit A6, Exhibit A7, and Exhibit A8 hereto.

Original Contract Amount	Previous CCO Total (Not including this CCO)	This CCO Total	Revised Contract Amount
\$41,880.00	\$345,683	\$225,888	\$613,451
Original Contract Time	Original Completion Date	CCO Days To Date (Including This CCO)	Revised Completion Date
36 Months	June 30, 2020	0	June 30, 2020

CONTRACT AMENDMENT #8
CAPITAL IMPROVEMENTS PROJECTS MANAGEMENT
Seaside County Sanitation District

SUBMITTED BY:		
	Rick Riedl District Engineer	Jan. 2, 2019
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Craig Malin District Manager	
Signature	Name and Title	Date

CONSULTANT ACCEPTANCE BY:		
	Frank S. Lopez Director, Engineering Services	1/2/2019
Signature	Name and Title	Date



December 5, 2018

Rick Riedl, District Engineer
Seaside County Sanitation District
440 Harcourt Avenue
Seaside, CA 93955

Subject: Scope and Fee for Project Management and Construction Management/Inspection Services for Lift Station Upgrades for Military, Rosita and Del Monte Lift Stations
Task Order #7

The District currently has plans and specifications out to bid for the three lift stations project located at Military, Rosita and Del Monte. The District's consultant, E2 Consulting Engineers, developed the Plans Specifications and Estimate (PS&E) package. This proposal is to assist the District with providing Project Management and Construction Management/Inspection Services for this project.

The information in this scope of work is based on a review of the District's Contract Documents Volume 1B and the contract plans for the construction of the three lift station upgrades.

I. PROJECT DESCRIPTION.

A. Military Lift Station:

The Military Lift Station is located on the north side of Military Avenue, just west of the Military Avenue/Highland Street intersection, in the City of Seaside, outside the Coastal Zone. The lift station site is in a residential area, situated between two residences, with a strip of undeveloped open space to the north.

The existing Military Lift Station is in poor physical condition and experiences high levels of inflow and infiltration during storm events. The Lift Station project proposes to replace the station in its entirety, with a new station that matches existing pump and wet well capacity.

B. Rosita Lift Station:

The Rosita Lift Station is located at the corner of Rosita Road and Angelus Way (northwest side of the intersection) in the City of Del Rey Oaks, outside the Coastal Zone. The lift station site is in a predominately-residential area, with a church west of the site and a creek and open space across the street to the south.

The Rosita Lift Station is in fair to poor condition and has insufficient operating volume causing excessive pump cycles per hour. This upgrade project proposes to: plug the existing by-pass line to the creek, increase operating volume by changing pump set points, re-align pump bases, replace slide rail connections and lift chains, reroute emergency generator conduit, fix or install a new vault lid, and install a drain to prevent standing water in the vault.

C. Del Monte Lift Station:

The current Del Monte Lift Station wet well operating volume is inadequate for existing inflow, causing excessive pump cycling and low emergency response time. This upgrade proposes to install a bypass to the wet well, allowing for emergency pumping in the case of pump failure. In addition, a field investigation and corresponding analysis is required to determine if operating volume can be increased within the existing wet well, or by utilizing the portion of the wet well that was abandoned under a previous project. The Del Monte Lift Station is located at the corner of Del Monte Avenue and Canyon Del Rey Boulevard (northwest of the intersection) in the City of Seaside, within the Coastal Zone. The lift station site is adjacent to a recreation trail, Roberts Lake, and a major intersection, with commercial land uses across the street.

II. CONSTRUCTION MANAGEMENT TEAM

David Seanez, will be the Construction Manager and Inspector for this project David brings over 39 years of experience in construction. Which include 9 years with the U.S. Bureau of Reclamation working on the San Felipe Project in Gilroy California. This included construction management and inspection services on large diameter pipelines, tunnels, pumping plants and dams and reservoirs.

David also work for 30 years with the Santa Clara Valley Water District, providing construction management and inspection services on large flood control and water utility projects.

Jason Caprio, will serve as Project Manager and continue to assist the District with delivering this project. Jason will coordinate directly with the District, design consultant (E2) and the contractor to maintain the construction schedule. He will work closely with David to manage the project budget.

III. SCOPE OF WORK

The lift station upgrades for Military, Rosita and Del Monte Lift Stations will include Project Management and Construction Management services as shown below.

Task Description	Our Approach	Deliverables
1.0 Project Management		
1.1 Project Coordination and Meetings	Our Project Manager, Jason Caprio, will continue to meet with the City on a regular bases and will coordinate with the contractor, E2, CM Team and District. Jason will also be involved with the Pre Construction Phase.	N/A

Task Description	Our Approach	Deliverables
	Management of this contract and submittal of project invoices for services rendered.	
1.2 Monthly Progress Reports	A brief progress report will accompany each monthly Harris invoice. It will discuss budget and schedule status, issues resolved and unresolved, and “next steps.”	Monthly progress report.
2.0 Construction Management		
2.1 Preconstruction	Construction management team members will conduct the preconstruction meeting to coordinate with the selected contractor.	Meeting notes.
2.2 Construction Management and Inspection Services	Project Administration including preparation of progress pay estimates, preparation of contract change orders, and documentation of construction progress, daily quality control inspection and measurement and tracking of quantities of work completed. Provide daily construction inspection. Record information related to: work performance; instruction given/received; construction activities in process, completed, started, etc.; deficiencies noted; problems encountered and resolution notification, actions taken; and notes/notations/redlines of field changes. Serve as general field liaison between Contractor and District staff. Assist District in maintaining good relations with residents and businesses in the surrounding neighborhoods. Perform final inspection; including recommendation and scheduling with appropriate stakeholders. Harris will prepare, distribute, and inspect corrections for the final punch list for completion and acceptance.	Progress reports, daily diaries, quantity records, resolution notifications.
2.3 Project Closeout	Oversee completion of As-built drawings, preparation of final Pay Estimate. Provide a final report. The report will include all Daily Inspection Reports, documentation for testing of installed facilities, photos and redline plan review.	As-Built drawings and inspection binder.

Our level of effort is based on the construction schedule provided by the design consultant and will be provided on an "hourly not-to-exceed" basis as shown in the attached Exhibit A. Additional efforts unforeseen at the authoring of this task order will be discussed with the District and provided under a subsequent authorization.

Please contact me directly at (831) 233-9242 with any questions regarding this scope and fee.

Regards,

HARRIS & ASSOCIATES, Inc.



Frank S. Lopez, PE, QSD, CFM
Senior Director, Engineering Services

Accepted:

By: Seaside County Sanitation District

Date

Exhibit A8

EXHIBIT A

**Seaside County Sanitary District
Construction Management Cost of Services Worksheet
Del Monte, Rosita and Military Lift Station Project**



Harris & Associates SM

Project Schedule		2019												2020		
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	Calendar days	31	28	31	30	31	30	31	31	30	31	30	31	31	29	31
	Work days	21	19	21	22	22	20	22	22	20	22	19	21	21	19	22
	Hrs	160	160	168	176	176	160	176	176	160	176	152	168	168	152	176
Bid/Award Phase																
Preconstruction																
Construction Phase																
Closeout																

Staffing		
PM	CM	Inspection*
Jason Caprio	David Seanez	David Seanez
Rate	\$200.00	\$170.00
Hrs	154	235
Fee	\$30,800	\$39,984

*Prevailing Wage

Task		2019												2020			Total Fee
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Preconstruction Phase																	
Project Management		8	16	16													\$8,000.00
Construction Management		8	16	16													\$6,800.00
Preconstruction Phase Subtotal																	\$14,800.00
Construction Phase																	
Project Management					16	8	8	8	8	8	8	8	8				\$17,600.00
Construction Management					18	18	16	18	18	16	18	15	17	11			\$27,744.00
Inspection					88	88	80	88	88	80	88	76	84	78			\$155,104.00
Construction Subtotal																	\$200,448.00
Close-out																	
Project Management															18	8	\$5,200.00
Construction Management															32		\$5,440.00
Close-out Subtotal																	\$10,640.00
		Total Fee =															\$225,888.00
TOTAL HOURS =		16	32	32	122	114	104	114	114	104	114	99	109	98	50	8	

Note 1: This estimate is based on a construction schedule of 240 work days, with actual field construction lasting 225 days.

Note 2: This estimate is based on 4 hours per week for CM services and 20 hours per week for Inspection Services

Note 3: The inspection rate shown includes Prevailing Wage for field inspection services only.



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.B.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Richard Riedl, District Engineer

DATE: January 8, 2019

SUBJECT: **CONTRACT AMENDMENT WITH E2 CONSULTING ENGINEERS INC. FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY ONE THOUSAND NINE HUNDRED TWENTY SEVEN DOLLARS (\$171,927) FOR ENGINEERING DESIGN SUPPORT TO CONSTRUCTION FOR THE LIFT STATIONS UPGRADES**

PURPOSE

Consider approval of a contract amendment with E2 Consulting Engineers, Inc. to provide engineering design support during construction necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte lift stations.

Environmental Compliance: The Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations is considered categorically exempt and the Notice of Exemption was filed in September 20, 2017 with the Monterey County Clerk's Office.

RECOMMENDATION

It is recommended that the Board adopt a resolution approving the contract amendment with E2 Consulting Engineers, Inc. for an amount not to exceed One Hundred Seventy One Thousand Nine Hundred Twenty Seven Dollars (\$171,927) for engineering design support during construction necessary to complete the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations and authorize the District Manager to execute the contract amendment.

BACKGROUND

On February 12, 2013, the District approved an Agreement for Consultant Services with E2 Consulting Engineers, Inc. to provide Professional Engineering Services to design upgrades for the Del Monte, Rosita and Military lift stations. Since the approval of the contract, District staff has requested two amendments to respond to changes in project needs. The following table provides a summary of these amendments.

Contract	Date	Amount	Project	Services
Initial	12-Feb-13	\$169,800	Design upgrades for Military, Rosita and Del Monte Lift Stations	Engineering Design - electrical, mechanical, & civil
Amendment #1	11-Jul-17	\$90,134	Additional design scope to include new control cabinets at all 3 lift stations, wet well and valve vault at Rosita, and retaining wall at Military	Engineering Design - electrical, mechanical & civil
Amendment #2	10-Apr-18	\$41,000	Engineering re-design to reduced scope of project - remove design of new wet wells at Del Monte and Rosita and remove valve vault at Rosita	Engineering Design - Electrical, mechanical & civil

On July 10th, 2018, the District's Board adopted a Capital Improvement Program (CIP) which estimated capital needs of \$1,855,000 for the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations. The Project was posted on the City of Seaside's website, advertised, and solicited for a period of four (4) weeks. On December 18, 2018 the District awarded a contract to Monterey Peninsula Engineering in the amount of \$1,683,200 for construction of lift station upgrades.

Implementation of lift station upgrades of this scale and complexity will require specialized expertise from the design engineering firm to review project documentation submitted by the contractor. District staff requested a proposal from E2 Consulting Engineers, Inc. to provide engineering design support during construction necessary to complete the project. Staff reviewed the proposal and determined E2 Consulting Engineers, Inc. has the necessary skills and resources to support the Lift Station Upgrade project.

It is recommend the District adopt the attached resolution approving a contract amendment with E2 Consulting Engineers, Inc. and authorize the District Manager to execute the contract amendment.

ENVIRONMENTAL COMPLIANCE:

Per Title 14 of the California Code of Regulations, Chapter 3, "Guidelines for Implementation of California Environmental Quality Act (CEQA)," Article 19, "Categorical Exemptions," Section 15301, "Existing Facilities", the Class I following actions are categorically exempt;

"operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."

Examples include but are not limited to:

Item (b) Existing facilities of both investor and publicly-owned utilities used to provide electric power,

natural gas, sewerage, or other public utility services;

Additionally, per Title 14 of the California Code of Regulations, Chapter 3, “Guidelines for Implementation of California Environmental Quality Act (CEQA),” Article 19, “Categorical Exemptions,” Section 15302, “Replacement or Reconstruction”, the Class II following actions are categorically exempt;

“replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.”

Examples include but are not limited to:

Item (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity;

The Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations is considered categorically exempt and the Notice of Exemption was filed in September 2017 with the County of Monterey County Clerk’s Office.

FISCAL IMPACT

The FY 2018/19 Budget for the Lift Stations Upgrades allocated \$1,855,000; with remaining funds totaling approximately \$1,820,397.35 available. The Construction Contract Agreement with Monterey Peninsula Engineering, Incorporated, is a not-to-exceed amount of One Million Six Hundred Eighty Three Thousand Two Hundred Dollars (\$1,683,200) with an additional contingency equal to 10% of the Construction Contract Agreement in the amount of \$168,320.

The District will need design support, construction management, and inspection services to ensure project conformance to the plans and specifications. At the request of District staff, E2 Consulting Engineers Inc. and Harris & Associates submitted proposals for Design Support and Construction Management/Inspection Services for not to exceed amounts of One Hundred Seventy One Thousand Nine Hundred Twenty Seven Dollars (\$171,927) and Two Hundred Twenty Five Thousand Eight Hundred Eighty Eight Dollars (\$225,888) respectively.

The combined fiscal impact for the Construction Contract Agreement with Monterey Peninsula Engineering, Incorporated with a 10% contingency, the Design Support and Construction Management and Inspection Services with E2 Consulting Engineers and Harris and Associates results in a total budget of \$2,283,938, exceeding the approved budget by \$428,938.

As of the District’s most recent financial audit, there are available cash assets exceeding \$7,000,000. Based upon bids received, the scope of service necessary and the available remaining funds, it is recommended to appropriate \$428,938 from available cash assets, amend the FY 2018/19 Budget for the Lift Stations Upgrades at Military, Rosita, and Del Monte Lift Stations to \$2,283,938, and authorize the District Manager to execute a contract amendment with E2 Consulting Engineers, Inc. for an amount not to exceed of One Hundred Seventy One

Thousand Nine Hundred Twenty Seven Dollars (\$171,927).

ATTACHMENTS

1. Resolution Contract Amendment
 2. Contract Amendment
-

RESOLUTION NO. 2018- XX (SCSD)

**A RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT
AMENDING A PROFESSIONAL SERVICES AGREEMENT WITH E2 CONSULTING
ENGINEERS INC. FOR AN AMOUNT NOT TO EXCEED ONE HUNDRED SEVENTY
ONE THOUSAND NINE HUNDRED TWENTY SEVEN DOLLARS (\$171,927) FOR
ENGINEERING DESIGN SUPPORT DURING CONSTRUCTION FOR THE LIFT
STATION UPGRADE PROJECT**

WHEREAS, on February 12, 2013, the District's Board adopted a resolution awarding a Professional Services Agreement to E2 Consulting Engineers Inc. to provide professional engineering design services to upgrade Del Monte, Rosita and Military lift stations; and

WHEREAS, on July 10, 2018, the District adopted a Capital Improvement Program for Lift Station Upgrades (Project) with a budget of \$1,855,000; and

WHEREAS, the proposed project consists of repairs, maintenance, and minor alterations to the existing public sewerage facility, and

WHEREAS, in accordance with Title 14, California Code of Regulations, Section 15301 and Section 15302, the proposed Lift Station Upgrades is Categorically Exempt from the California Environmental Quality Act (CEQA); and

WHEREAS, On December 18, 2018, the District Board awarded a construction contract to Monterey Peninsula Engineering with a 10% contingency in the amount of \$1,851,520; and

WHEREAS, it is necessary for the District to retain Engineering Design Support during construction throughout the duration of the Project; and

WHEREAS, E2 Consulting Engineers submitted a proposal for additional Professional Services for Design Support during construction of the Project; and

WHEREAS, the District has determined that the proposed scope of work and budget are reasonable.

WHEREAS, the combined fiscal impact for the Construction Contract Agreement with a 10% contingency, the Design Support, Construction Management and Inspection Services is estimated to exceed the approved budget by \$428,938; and

WHEREAS, as of the District's most recent financial audit, there are available cash assets exceeding \$7,000,000.

NOW THEREFORE, BE IT RESOLVED, that the Seaside County Sanitation District appropriates \$428,938 from available cash assets to fund the Lift Station Upgrades, amend the FY 2018/19 Budget for Lift Station upgrades to \$2,283,938, and authorizes the District Manager to execute an amendment to the professional services agreement with E2 Consulting Engineers Inc. for an amount not-to-exceed of One Hundred Seventy One Thousand Nine Hundred Twenty Seven Dollars (\$171,927)

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held on the 8th day of January 2019, by the following vote:

AYES:	Board Members:
NOES:	Board Members:
ABSENT:	Board Members:
ABSTAIN:	Board Members:

Johnathan Wizard, Chair

Seaside County Sanitation District

ATTEST:

Lesley Milton-Rerig, District Clerk

Seaside County Sanitation District

**CONTRACT AMENDMENT #3
LIFT STATION UP-GRADES
Seaside County Sanitation District**

Date: January 8, 2019

Change Requested by: X City Consultant

Contract Date

February 12, 2013

Project Name

Lift Stations Up-Grades

To (Consultant): E2 Consulting Engineers, Inc., 1900 Powell Street, Suite 250, Emeryville, CA
94608

You are directed to make the following changes to the Contract Documents or amend the following described work not included in the contract documents for this project.

The purpose of this amendment is to provide additional professional services related to the project named above. The contract terms and conditions shall not be modified except for as stated herein.

MODIFY the following text in **Section 2, "Proposal Submittal."**

The parties hereto mutually agree that the following documents and any addenda thereto are herewith by reference included in this contract as attachments and are called "the Proposal":

***Exhibit A** - Proposal by E2 called Seaside County Sanitation District – Capital Improvement Project, Near Term Project No. 1: Del Monte Lift Station Upgrade, Near Term Project No. 2: Rosita Lift Station Upgrade, Near Term Project No. 6: Military Lift Station Replacement received January 9, 2013*

Attachment A - Scope of Services

Attachment B – Preliminary Project Schedule

Attachment C-1 – Estimate of Engineering Service Fees

Attachment C-2 – Preliminary List of Drawings

***Exhibit B** – E2 Consulting Engineers, Inc., Fee Schedule received September 19, 2012*

***Exhibit A1** - Proposal by E2 called Professional Service Agreement, Lift Station Up-Grade Projects, Scope of Items at Del Monte, Rosita and Military Lift Stations dated July 5, 2017*

Attachment A - Scope of Services

Attachment B – Compensation

Attachment B-1 - Schedule of Professional Rates

***Exhibit A2** - Proposal by E2 called Scope of Work and Engineering Costs for Re-design and Bid Phase Services dated March 26, 2018.*

Attachment A - Scope of Services

Attachment B1 – Compensation

Attachment B-2 - Schedule of Professional Rates

***Exhibit A3** - Proposal by E2 called Scope of Work and Engineering Costs for Engineering Support During Construction Phased dated December 10, 2018.*

Attachment A - Scope of Services

Attachment A-1 – Estimate of Engineering Services Fees

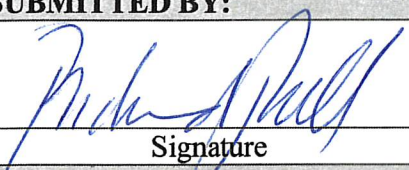
Attachment B- Schedule of Professional Rates

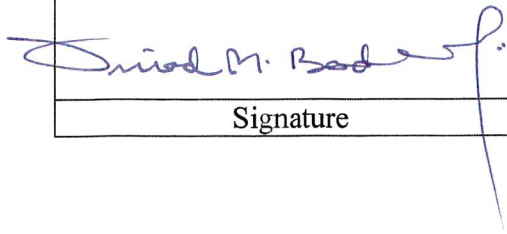
**CONTRACT AMENDMENT #3
LIFT STATION UP-GRADES
Seaside County Sanitation District**

MODIFY the following text in Section 12, "Compensation."

Subject to the limitation herein, CONSULTANT agrees to perform the work and services specified and outlined in the Proposal for the Contract Amount Not to Exceed unless specifically authorized by a written contract amendment prior to the commencement of any additional work. Invoices shall be prepared by CONSULTANT in accordance with SCSD format and submitted to SCSD once a month covering the amount and value of the Project satisfactorily performed by CONSULTANT up to the date of such invoice. SCSD shall reimburse CONSULTANT for work satisfactorily performed on a time and materials basis. Billing rates shall be in accordance with Attachment B of Exhibit A3- "Schedule of Professional Rates." The total Contract Amount Maximum Not to Exceed for this contract is Four Hundred Seventy Two Thousand Eight Hundred Sixty One Dollars (\$472,861.00).

Original Contract Amount	Previous CCO Total (Not including this CCO)	This CCO Total	Revised Contract Amount
\$169,800.00	131,134.00	\$171,927	\$472,861.00
Original Contract Time	Original Completion Date	CCO Months To Add (Including This CCO)	Revised Completion Date
15 Months	May 8 ,2014	66	October 30, 2019

SUBMITTED BY:		
	Rick Riedl District Engineer	Jan. 3, 2019
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Craig Malin District Manager	
Signature	Name and Title	Date

CONSULTANT ACCEPTANCE BY:		
	Vinod M. Badani, PE Vice President	1-2-2019
Signature	Name and Title	Date

E | 2

December 10, 2018

Mr. Rick Riedl, P.E.

Seaside County Sanitation District 440 Harcourt Avenue
Seaside, California 93955

Reference: Seaside County Sanitation District -Lift Station Up-Grade Projects

Subject: Scope of Work and Engineering Costs for
Engineering Support During Construction Phase

Dear Mr. Riedl:

As per request from Jason Caprio of Harris and Associates, E2 Consulting Engineers, Inc. (E2) has developed the Scope of Work and Associated Engineering Costs to provide Bidding Phase and Engineering Support During Construction Phase services for the for the above referenced project.

Scope of Work for the Lift Station Upgrades Project is summarized in Attachment A.
Engineering cost for the Lift Station Upgrades Project is summarized in Attachment A-1
Schedules of Professional Rates are provided in Attachment B.

Please review this information. Should you have any questions, please feel free to contact me at (510) 754-6560.

Thanks,

Sincerely,



Vinod M. Badani, P.E.
E2 Consulting Engineers, Inc.
Vice President

Attachment

Cc: File (with attachment)

Exhibit A3

ATTACHMENT A

LIFT STATION UPGRADES FOR MILITARY, ROSITA AND DEL MONTE LIFT STATIONS

SCOPE OF WORK –CONSTRUCTION PHASE SERVICES

The Scope of Work for Military, Rosita and Del Monte Lift Stations Upgrades Project (Lift Station Upgrades Project) described herein for bid phase and construction phase engineering services has been developed based on the needs of the Project. The services have been broken into two phases:

Task 1: Engineering Services During Construction (ESDC)

Scope of Services for each Task is as described below:

Subtask 1.1: Contract Administration and Document Control System

Sub subtask 1.1.1 – Consultant's Billings

Prepare monthly progress billings for E2' services.

Sub subtask 1.1.2 – Project Management

Project Manager (PM) will provide overall management to maintain project schedule, budget and quality. PM will ensure that technical directions, reviews and quality control checks are performed to produce a quality product.

Subtask 1.2 – Request for Information (RFI's)

Provide written response to Contractors' requests for clarification and interpretation of the Contract Documents. Any information that affects construction cost shall be reviewed for acceptance by the District prior to transmitting to Contractors. Consider and evaluate Contractors' suggestions for modifications to Contract Documents and report them with recommendations to the District. (20 RFI's are estimated)

Services for detailed evaluation of alternative designs proposed by the Contractors and accepted by the District are not included in the fees and will, if requested, be provided as a supplemental service on a time and expense basis.

Subtask 1.3 – Submittal Review

Review detailed shop drawings, erection drawings, material test reports, and samples submitted by the Contractors for general compliance with the intent of the Plans and Specifications. Review only for general conformance with the design concept and general compliance with the Contract Documents. Review manufacturer's operation and maintenance information for compliance with the requirements of the Contract Documents.

First Submittals – 40

First Re-Submittals – 24

Second Resubmittals - 12

Subtask 1.4 – Change Orders

Prepare Change Orders for processing and acceptance by the District; issue revised drawings, sketches, and specifications to the District and Contractors. Prepare independent cost estimates for use by the Construction Manager (CM) in Change Order negotiations.

Change Order design work required to accommodate changed conditions or to provide design enhancement at the discretion of the District will be furnished as a supplemental service on a time-and-expenses basis.

Exhibit A3

Subtask 1.5 – Provide On-Site Visits

Subtask 1.5.1 - Special Inspection Visits

Conduct special inspection visits as requested by the District and the CM. *Three (3) special inspections visits are budgeted under this subtask.*

Subtask 1.6 – Meetings

Attend six (6) construction meetings via telephone conference call.

Subtask 1.7 – Testing and Start-up

Verify that equipment tests and systems start-up and operating and maintenance instructions are conducted as required by the Contract Documents and in the presence of required personnel, and that the Contractors maintain adequate records thereof; observe, record, interpret, and report appropriate details relative to the test procedures and start-ups.

Subtask 1.8 – Record Drawings

At time of issuing Certification of Substantial Completion, CM will gather appropriate information from the Contractors to revise the original Contract Drawings based upon information provided by the Contractors, clarification drawings, and all Change Orders issued for the work. Submit Record Drawings with three (3) sets of full-sized prints and one (1) set of reduced-size (approximately half-sized) prints; and one electronic copy to the Agency within thirty (30) days after Final Completion of the Construction Contract.

ATTACHMENT A-1

Seaside County Sanitation District Lift Station Upgrades Project - Military, Rosita and Del Monte Lift Stations ESTIMATE OF ENGINEERING SERVICES FEES - Engineering Services During Bidding and Construction Phases												
Task	Hourly Rates	Project Manager- Vinod Badani	Supervising Civil Engineer- Resident Engineer - Loren Weinbrener	CAD Operator/D esigner- Bill Harris	Specialist/Office Administrator	Total Labor Hours E2	Total Labor Cost- E2	Other Direct Costs - E2	Total Cost - E2	Subconsultant's Costs - Frisch Engineering	Subconsultant's Costs - Rana Creek	Total Cost
1												
												</

Exhibit A3

Attachment B
E2 Consulting Engineers, Inc.
Schedule of Professional Rates
for
SEASIDE COUNTY SANITATION DISTRICT
Lift Station Upgrade Project
January 1, 2019 to December 31, 2019

<u>Classification/Title</u>	<u>Hourly Rate</u>
Engineer, Staff (Nancy Duran)	\$ 135.00
Engineer, Associate Engineer (Kirti Doshi)	\$ 150.00
Engineer, Senior (Loren Weinbrenner)	\$ 175.00
Engineer, Supervising	\$ 180.00
Principal - In- Charge/Technical Directors	
Technical Directors	\$ 190.00
Principal-In-Charge (Vinod Badani)	\$225.00
Technical and Support	
Specialist II (Accounting Staff)	\$ 80.00
Specialist III (CADD Operator)	\$ 125.00
GIS Data Base Manager	\$ 150.00

This schedule of professional rates is subject to revision annually. These billing rates cover salary costs, employee benefits, ordinary overhead, and profit. They also cover in-house charges for personal computers (other than CAD and GIS), word processing equipment, and routine communications (including long-distance telephone and fax). Out-of-pocket costs (such as travel and subsistence) are reimbursable at actual cost plus 10 percent.
