



SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVENUE SEASIDE, CA 93955

REGULAR MEETING

Board of Directors

Tuesday, August 13, 2019, 9:30 AM

City of Seaside Conference Room

1. **CALL TO ORDER**

2. **ROLL CALL**

BOARD OF DIRECTORS

Jerry Blackwelder

Pat Lintell

John Wizard

Chair

First Vice Chair

Second Vice Chair

3. **REVIEW OF AGENDA**

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

4. **PUBLIC COMMENT**

Members of the public wishing to address the Seaside County Sanitation District on matters within the jurisdiction of the Board, but not on this agenda, may do so during Public Comment period for up to three minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

5. **CONSENT AGENDA**

A. APPROVAL OF MINUTES FROM THE JUNE 19, 2019 SPECIAL MEETING.

PURPOSE: To review and approve the minutes from the June 19, 2019 Special Meeting.

RECOMMENDATION: That the minutes be reviewed and approved.

B. APPROVAL OF JUNE 2019 EXPENDITURE REPORT FOR SEASIDE COUNTY SANITATION DISTRICT.

PURPOSE: Approval of expenditures for June 2019 for the Seaside County Sanitation District in the amount of \$218,112.24

RECOMMENDATION: Approve expenditures for June 2019. Total expenditures were \$218,112.24. No draw-down of funds is required at this time.

C. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR JUNE 2019 AND JULY 2019.

PURPOSE: Receive Seaside County Sanitation District Operations Report for June 2019 and July 2019.

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

6. NEW BUSINESS

A. AMEND THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED FORTY SIX THOUSAND EIGHT HUNDRED FORTY DOLLARS (\$46,840) FOR CONTINUATION OF CAPITAL IMPROVEMENT PROGRAM MANAGEMENT AND SUPPORT

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).

PURPOSE: Consider amending an agreement with Harris & Associates to provide professional services for continued support of the District's Capital Improvement Program (CIP).

RECOMMENDATION: It is recommended the District Board adopt the attached resolution amending the professional services agreement with Harris & Associates for an amount not to exceed Forty Six Thousand Eight Hundred Forty Dollars (\$46,840) to provide professional services in continued support of the District's CIP.

B. AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT WITH INFRASTRUCTURE ENGINEERING CORPORATION (IEC) FOR AN AMOUNT NOT TO EXCEED TWENTY THREE THOUSAND TWO HUNDRED DOLLARS (\$23,200) FOR THE CANYON DEL REY SEWER MAIN REPLACEMENT PROJECT

ENVIRONMENTAL COMPLIANCE

An initial study/environmental checklist was completed March 19, 2019 and associated Mitigated Negative Declaration filed the same date. Public review period closed on April 19, 2019 and a letter was received on April 25, 2019 acknowledging compliance with State Clearing House requirements.

PURPOSE: Consider approval of an amendment to the Design Professional Services Agreement with Infrastructure Engineering Corporation (IEC) to provide additional professional engineering and technical services for the Canyon Del Rey CMP Sewer Main Replacement Project.

RECOMMENDATION: It is recommended the Board adopt a resolution approving an amendment to the Design Professional Services Agreement with Infrastructure Engineering Corporation (IEC) for an amount not to exceed Twenty Three Thousand Two Hundred Dollars (\$23,200) to provide additional professional engineering and technical services for the Canyon Del Rey CMP Sewer Main Replacement Project and authorizing the District Manager to execute the Amendment.

C. AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT WITH THE WALLACE GROUP FOR AN AMOUNT NOT TO EXCEED FORTY SIX THOUSAND SIX HUNDRED FIFTY TWO DOLLARS (\$46,652) FOR THE DEL MONTE SEWER MAIN REPLACEMENT PROJECT

ENVIRONMENTAL COMPLIANCE

An initial study/environmental checklist was completed March 19, 2019 and associated Mitigated Negative Declaration filed the same date. Public review period closed on April 19, 2019 and a letter was received on April 25, 2019 acknowledging compliance with State Clearing House requirements.

PURPOSE: Consider approval of an Amendment to the Professional Services Agreement with Wallace Group to provide additional professional engineering and technical services for the Del Monte Sewer Main Replacement Project.

RECOMMENDATION: It is recommended the Board adopt a resolution authorizing the District Manager to execute an Amendment to the Professional Services Agreement with Wallace Group for an amount not to exceed Forty Six Thousand Six Hundred Fifty Two Dollars (\$46,652) to provide additional professional engineering and technical services for the Del Monte Sewer Main Replacement Project.

7. 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.

8. BOARD MEMBERS COMMENTS

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
September 10, 2019
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
Wednesday, June 19, 2019 9:30 AM
SPECIAL MEETING
Seaside Conference Room

1. CALL TO ORDER

The meeting was called to order at 9:31 AM.

2. ROLL CALL

PRESENT: Blackwelder, Lintell, Wizard

3. REVIEW OF AGENDA

No changes were made.

4. PUBLIC COMMENT

There were no requests to speak.

5. CONSENT AGENDA

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 Consent Agenda with the exception of Item E which was pulled by First Vice Chair Lintell.

RESULT:

Approved

AYES:

Jerry Blackwelder, Pat Lintell, Jon Wizard

NOES:

None

A. APPROVAL OF MINUTES FROM THE MAY 14, 2019 REGULAR MEETING.

Action: Approved

B. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR MAY 2019.

Action: Received

C. APPROVAL OF APRIL 2019 EXPENDITURE REPORT FOR SEASIDE COUNTY SANITATION DISTRICT.

Action: Approved

D. APPROVAL OF MAY 2019 EXPENDITURE REPORT FOR SEASIDE COUNTY SANITATION DISTRICT.

Action: Approved

E. REJECT ALL BIDS FOR THE CANYON DEL REY SEWER LINE UPGRADES PROJECT AND AUTHORIZE RE-DESIGN, ADVERTISEMENT AND SOLICITATION.

There were questions by the Board that were answered by staff.

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 Authorized the items as presented.

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

6. NEW BUSINESS

A. CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR ENDING 2020.

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

B. CONSIDER, TAKE PUBLIC COMMENT AND ADOPT THE FISCAL YEAR 2019-2020 PROPOSED SEASIDE COUNTY SANITATION DISTRICT ANNUAL OPERATING BUDGET.

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

7. STAFF REPORTS

Rick Riedl, District Engineer, distributed a letter as a correspondence item to the Board.

8. BOARD MEMBERS COMMENTS

Second Vice Chair Wizard asked on status of rocks in stormdrain. Question was answered by District Engineer, Rick Riedl.

9. ADJOURNMENT

On motion, the meeting was adjourned at 9:55 AM.

Respectfully Submitted,

Rosa Salcedo, District Clerk

Jerry Blackwelder, Chair



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 5.B.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Kimberly Drabner, Finance Director

DATE: August 13, 2019

**SUBJECT: APPROVAL OF JUNE 2019 EXPENDITURE REPORT FOR
SEASIDE COUNTY SANITATION DISTRICT.**

PURPOSE

Approval of expenditures for June 2019 for the Seaside County Sanitation District in the amount of \$218,112.24

RECOMMENDATION

Approve expenditures for June 2019. Total expenditures were \$218,112.24. No draw-down of funds is required at this time.

BACKGROUND

The expenditure report for June 2019 is attached. The cash balance as of June 30, 2019 was \$7,964,384.64.

FISCAL IMPACT

No fiscal impact.

ATTACHMENTS

1. JUN19 expenditure spreadsheet
-

Reviewed for Submission to the
Board by:



Craig Malin, District Manager

**Seaside County Sanitation District
Year-to-Date 2018-2019 Expenses
JUNE 2019**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8810-0001	SALARIES	20,377.12	17,950.43	2,426.69
951-8810-0002	OVERTIME	8.81	8.81	-
951-8810-0006	WORKERS COMPENSATION	813.00	813.00	-
951-8810-0009	SICK LEAVE PAYOFF	-	-	-
951-8810-0010	MANAGEMENT LEAVE PAYOFF	235.04	235.04	-
951-8810-0012	VACATION\COMP TIME PAYOFF	117.50	117.50	-
951-8810-0016	DEFERRED COMPENSATION	275.26	243.22	32.04
951-8810-0017	PARS-ARS 457	-	-	-
951-8810-0020	PART-TIME HOURLY WAGES	-	-	-
951-8810-0030	PERS PENSION OB BOND	488.00	488.00	-
951-8810-0031	PERS PENSION	3,803.18	3,574.59	228.59
951-8810-0032	PARS PENSION	1,451.13	1,279.36	171.77
951-8810-0033	LIUNA PENSION	-	-	-
951-8810-0041	MEDICAL INSURANCE	3,818.58	3,235.80	582.78
951-8810-0051	DENTAL INSURANCE-GUARDIAN	278.44	218.99	59.45
951-8810-0061	VISION INSURANCE	24.30	19.48	4.82
951-8810-0071	LTD	61.60	51.63	9.97
951-8810-0081	LIFE INSURANCE	57.46	47.94	9.52
951-8810-0092	MEDICARE TAX	286.03	253.41	32.62
951-8810-1022	LEGAL SERVICES	7,950.22	7,133.56	816.66
951-8810-1025	CITY AUDIT	7,315.00	7,315.00	-
951-8810-1029	TRAINING AND EDUCATION	1,015.17	849.92	165.25
951-8810-1030	CONSULTANT	7,611.25	7,611.25	-
951-8810-1033	FITNESS PROGRAM	62.15	62.15	-
951-8810-1040	PROPERTY TAX ADMIN FEES	2,543.00	2,543.00	-
951-8810-1041	STATE WASTE DISCHARGE FEE	-	-	-
951-8810-1045	WASTE DISCHARGE FEE	2,286.00	2,286.00	-
951-8810-2063	PUBLISHING & LEGAL ADVERTISING	180.20	30.87	149.33
951-8810-3092	STATIONARY SUPPLIES	-	-	-
951-8810-3095	DEPARTMENT CONSUMABLES	121.27	121.27	-
951-8810-4121	MEETINGS AND TRAVEL	870.00	870.00	-
951-8810-4122	DUES AND MEMBERSHIPS	1,049.00	485.00	564.00
951-8810-5132	TELEPHONE	1,788.81	1,635.63	153.18
951-8810-6141	EMPLOYEE AUTO REIMBURSEMENT	-	-	-
951-8810-9196	IMPACT FEES	22,195.19	-	22,195.19
951-8810-9395	VEHICLE MAINTENANCE	53,900.00	53,900.00	-
951-8810-9396	LIABILITY INSURANCE	-	-	-
951-8810-9397	COMPUTER SYSTEM	22,000.00	22,000.00	-
951-8810-9398	CENTRAL SERVICE CHARGES	111,149.00	111,149.00	-

**Seaside County Sanitation District
Year-to-Date 2018-2019 Expenses
JUNE 2019**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8820-0001	SALARIES	161,844.74	141,080.59	20,764.15
951-8820-0002	OVERTIME	9,920.22	9,770.94	149.28
951-8820-0006	WORKERS COMPENSATION	15,095.00	15,095.00	-
951-8820-0012	VACATION\COMP TIME PAYOFF	-	-	-
951-8820-0016	DEFERRED COMPENSATION	1,469.04	1,299.27	169.77
951-8820-0030	PERS PENSION OB BOND	1,158.00	1,158.00	-
951-8820-0031	PERS PENSION	29,277.88	27,447.25	1,830.63
951-8820-0032	PARS PENSION	295.22	199.71	95.51
951-8820-0033	LIUNA PENSION	3,714.36	3,370.13	344.23
951-8820-0041	MEDICAL INSURANCE	29,429.34	25,710.54	3,718.80
951-8820-0051	DENTAL INSURANCE-GARDIAN	1,746.45	1,444.23	302.22
951-8820-0061	VISION INSURANCE	163.26	140.62	22.64
951-8820-0071	LTD	315.33	264.33	51.00
951-8820-0081	LIFE INSURANCE	252.34	210.35	41.99
951-8820-0092	MEDICARE TAX	2,159.73	1,878.22	281.51
951-8820-1029	TRAINING AND EDUCATION	237.97	80.00	157.97
951-8820-1030	CONSULTANT	3,070.00	3,070.00	-
951-8820-1033	FITNESS PROGRAM	87.75	74.25	13.50
951-8820-2049	UNIFORM SERVICE / LAUNDRY	2,221.34	1,852.44	368.90
951-8820-2068	REFUSE DISPOSAL	3,748.40	3,700.73	47.67
951-8820-2073	SUBCONTRACTED WORK	50,467.65	43,363.54	7,104.11
951-8820-2087	EQUIPMENT RENTAL	-	-	-
951-8820-3095	DEPARTMENT CONSUMABLES	8,746.55	7,557.82	1,188.73
951-8820-3097	SAFETY EQUIPMENT	499.16	323.53	175.63
951-8820-3102	COMPUTER SUPPLIES	-	-	-
951-8820-4121	MEETINGS AND TRAVEL	3,235.00	2,935.00	300.00
951-8820-4122	DUES AND MEMBERSHIPS	4,548.00	4,548.00	-
951-8820-4124	MAIL SERVICES	-	-	-
951-8820-5131	GAS AND ELECTRIC	7,531.22	6,796.99	734.23
951-8820-5133	WATER	-	-	-
951-8820-8187	DEPARTMENT EQUIPMENT	6,555.04	2,821.61	3,733.43
951-8820-8198	FOG PROGRAM	-	-	-
951-8820-9397	COMPUTER SYSTEM	800.00	800.00	-
951-8820-9602	PRINCIPAL	1,146.63	1,146.63	-
951-8820-9605	INTEREST EXPENSE	111.22	111.22	-
		623,978.55	554,780.79	69,197.76

**Seaside County Sanitation District
Year-to-Date 2018-2019 Expenses
JUNE 2019**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
952-8820-8192	PICKUP TRUCK	169,337.50	169,337.50	-
952-8820-8194	SEWER SYSTEM MNGT PLAN UPDATE	7,100.00	-	7,100.00
952-8820-8195	GRAPHIC INFORMATION SYSTEM	-	-	-
952-8820-8196	LAFCO APPLICATION PROJECT	19,072.25	19,072.25	-
952-8820-9603	DEPRECIATION EXPENSE	-	-	-
952-8820-9605	INTEREST EXPENSE	5,439.42	5,439.42	-
		200,949.17	193,849.17	7,100.00
953-8820-0016	DEFERRED COMPENSATION	142.89	126.89	16.00
953-8820-0031	PERS PENSION	1,227.07	1,152.04	75.03
953-8820-0032	PARS PENSION	499.27	442.52	56.75
953-8820-0041	MEDICAL INSURANCE-NON LIUNA	1,179.98	1,025.18	154.80
953-8820-0051	DENTAL INSURANCE	87.09	68.89	18.20
953-8820-0061	VISION INSURANCE	9.13	7.95	1.18
953-8820-0071	LTD	23.32	18.53	4.79
953-8820-0081	LIFE INSURANCE	23.84	18.83	5.01
953-8820-0092	MEDICARE TAX	102.22	91.01	11.21
953-8820-2054	EQUIPMENT REPAIR	(952.50)	(952.50)	-
953-8820-9201	DEL MONTE LIFT STATION UPGRADE	142,548.89	118,401.65	24,147.24
953-8820-9202	ROSITA LIFT STATION UPGRADE	749.94	749.94	-
953-8820-9205	DEL MONTE BL SEWR MAIN UPGRADE	159,249.81	145,037.67	14,212.14
953-8820-9206	MILITARY LIFT STATN REPLACEMNT	788.36	788.36	-
953-8820-9214	DEL MONTE SWR MAIN REPLACEMENT	165,258.04	107,058.71	58,199.33
953-8820-9314	HIGHWAY 1 SEWER LINE CLEANING	317,072.32	272,159.52	44,912.80
		788,009.67	646,195.19	141,814.48
954-8810-2090	INSURANCE	49,222.00	49,222.00	-
		49,222.00	49,222.00	-
			951-1009	69,197.76
			952-1009	7,100.00
			953-1009	141,814.48
			954-1009	-
JULY 2019 DRAWDOWN				218,112.24



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 5.C.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY:

DATE: August 13, 2019

**SUBJECT: RECEIVE SEASIDE COUNTY SANITATION DISTRICT
OPERATIONS REPORT FOR JUNE 2019 AND JULY 2019.**

PURPOSE

Receive Seaside County Sanitation District Operations Report for June 2019 and July 2019.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

Attached is the Seaside County Sanitation District Operations Report and Flush Map for June 2019 and July 2019

FISCAL IMPACT

There is no fiscal impact associated with this item.

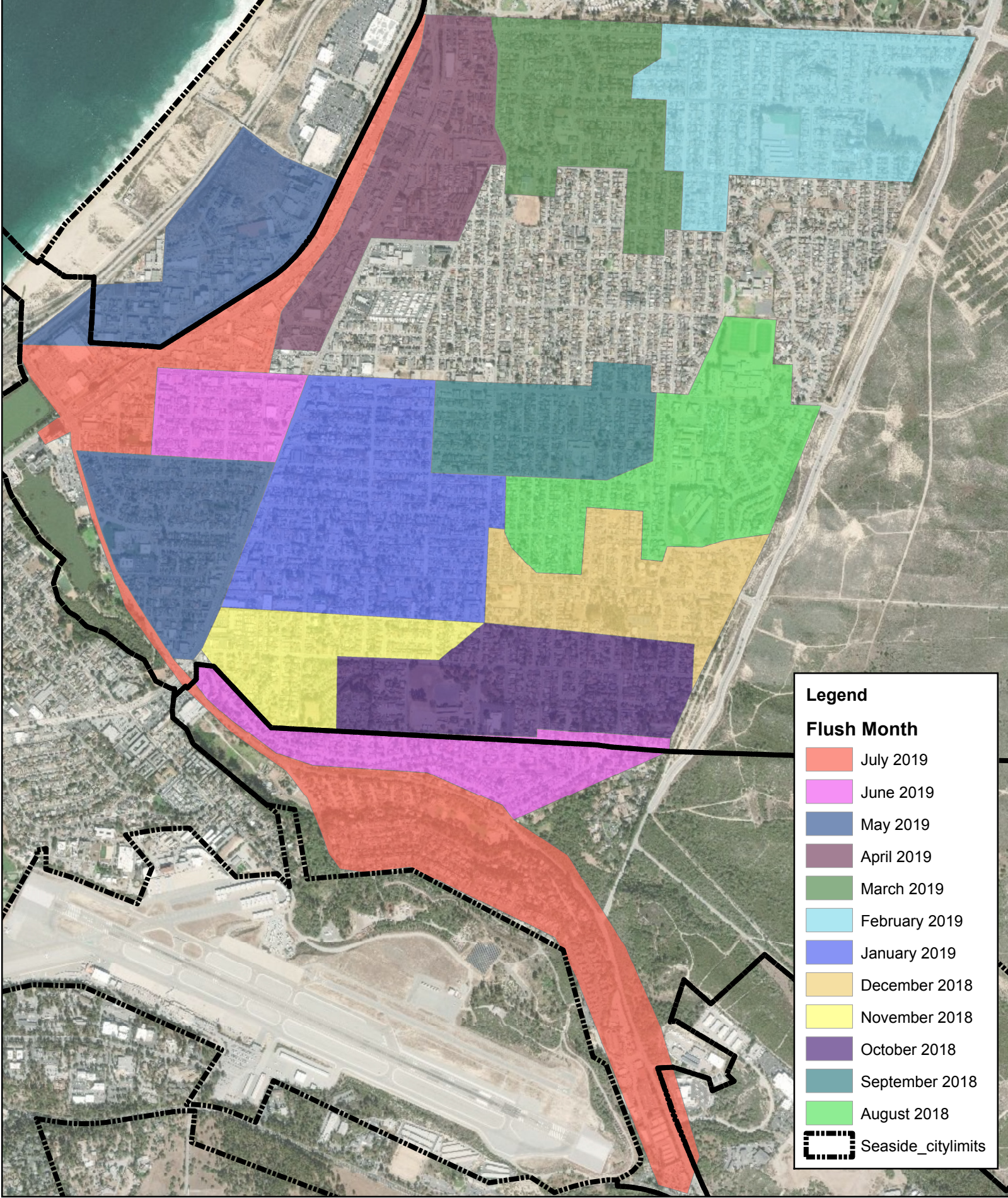
ATTACHMENTS

1. Flush Map_July_19-18
 2. Flush Map_June_18-19
 3. Monthly Sanitation Report July_19-20
 4. Monthly Sanitation Report June_18-19
-

Reviewed for Submission to the
Board by:



Craig Malin, District Manager

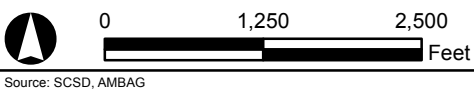


Legend

Flush Month

- July 2019
- June 2019
- May 2019
- April 2019
- March 2019
- February 2019
- January 2019
- December 2018
- November 2018
- October 2018
- September 2018
- August 2018

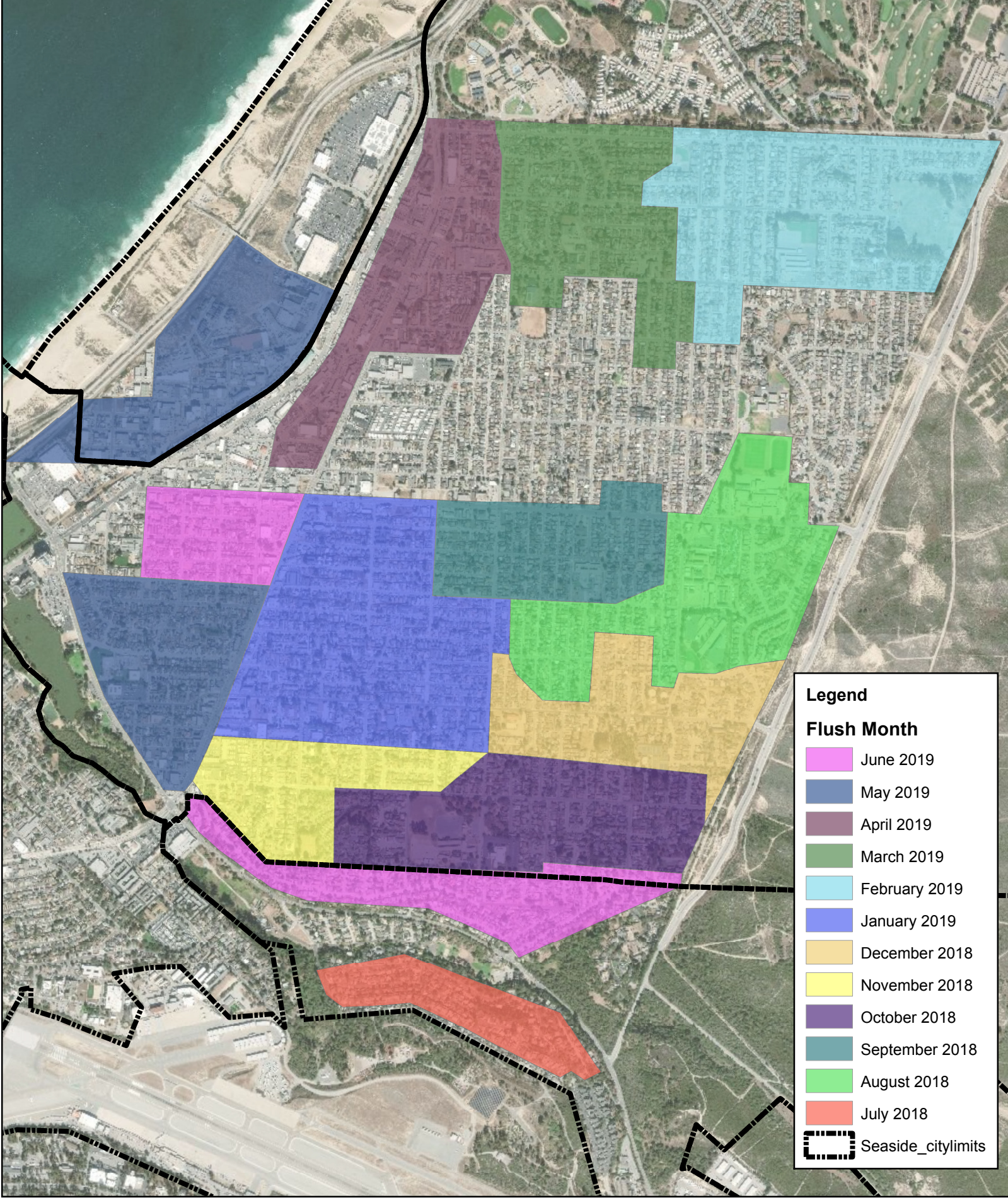
 Seaside_citylimits



Source: SCSD, AMBAG

SEASIDE COUNTY SANITATION DISTRICT

Flush Map

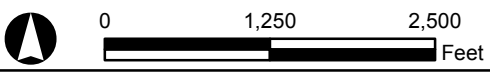


Legend

Flush Month

- June 2019
- May 2019
- April 2019
- March 2019
- February 2019
- January 2019
- December 2018
- November 2018
- October 2018
- September 2018
- August 2018
- July 2018

Seaside_citylimits



Source: SCSD, AMBAG

SEASIDE COUNTY SANITATION DISTRICT

Flush Map

Seaside County Sanitation District Operations Report

Fiscal Year 2019/2020 Month of July

	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							0	
Mainline Rodded	0	0	0	0	0	0	0	0
Main Line Jetted	20,067	20,067	0	0	14,517	14,517	34,584	34,584
Main Line Video	0	0	0	0	0	0	0	0
Main Lines Treated for Grease Controll (Jet Power II)	0	0	277	277	3,708	3,708	3,985	3,985
Stoppages								
Main Line	0	0	0	0	2	2	2	2
Laterals	0	0	0	0	0	0	0	0

Sewer Repairs

755 Redwood Ave - Replaced 6" VCP cleanout with 6" ABS

Sewers Video

None

Stoppage Locations

Del Rey Oaks

None

Sand City

None

Seaside

615 Broadway Ave - Mainline - Grease

Overflow Locations

Del Rey Oaks

None

Sand City

None

Seaside

1590 Broadway Ave - Mainline - Roots

Seaside County Sanitation District Operations Report

Fiscal Year 2018/2019 Month of June

	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	13,950	13,950		15,252	8,795	225,741	22,745	254,943
Main Line Video		0		0		0	0	0
Main Lines Treated for Grease Control (Jet Power II)	262	2,189	190	2,683	2,304	33,035	2,756	37,907
Stoppages								
Main Line		2		0		5	0	8
Laterals		1		2		12	0	15

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

None

Seaside

None



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 6.A.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Richard Riedl, District Engineer
Scott Ottmar, Senior Engineer

DATE: August 13, 2019

SUBJECT: AMEND THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED FORTY SIX THOUSAND EIGHT HUNDRED FORTY DOLLARS (\$46,840) FOR CONTINUATION OF CAPITAL IMPROVEMENT PROGRAM MANAGEMENT AND SUPPORT

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).

PURPOSE

Consider amending an agreement with Harris & Associates to provide professional services for continued support of the District's Capital Improvement Program (CIP).

RECOMMENDATION

It is recommended the District Board adopt the attached resolution amending the professional services agreement with Harris & Associates for an amount not to exceed Forty Six Thousand Eight Hundred Forty Dollars (\$46,840) to provide professional services in continued support of the District's CIP.

BACKGROUND

On May 9, 2017, the District's Board adopted a resolution awarding a Professional Services Agreement to Harris & Associates to provide professional services supporting the implementation of the Capital Improvement Program (CIP). On December 12,

2017, the Board adopted an amendment for Harris & Associates to provide continued assistance with managing and delivering CIP Projects in order to sustain the Districts infrastructure, including project management and environmental support for the Canyon Del Rey Boulevard CMP Sewer Main Replacement, Del Monte Boulevard Sewer Main Replacement, and Sewer Cleaning (Low Water Usage) and Video Inspection at Highway 1.

Since commencing these CIP Projects and other activities, the District has guided the work to the following status: Del Monte Boulevard Sewer Main Replacement Project – 90% Design Complete Canyon Del Rey Boulevard CMP Sewer Main Replacement – Design Complete Highway 1 Sewer Cleaning and Video Inspection at Highway 1 – Construction Complete 942 Angelus Way Sewer Replacement – Construction Complete

The challenging and highly competitive bidding environment combined with unforeseen conditions has necessitated further evaluation of alternative construction methods for Del Monte and Canyon Del Rey sewer replacement projects. Project management and design support are vital to the successful completion of these CIP Projects. Harris & Associates submitted a proposal on July 18, 2019 to provide project management and design support services for these capital improvement projects. District Staff reviewed the Proposal and recommends an Amendment to the Agreement in an amount not to exceed \$46,840.

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

The proposed Amendment to the Agreement with Harris & Associates is a not-to-exceed amount of Forty Six Thousand Eight Hundred Forty Dollars (\$46,840). The Fiscal Year 2019/2020 Budgets for Canyon Del Rey Boulevard Sewer Replacement Project (9205), Del Monte Boulevard Sewer Main Replacement Project (9214), Sewer Main Upgrades (9208), and Sewer Main Replacement Program (9215) total approximately \$4,000,000. Authorizing the District Manager to execute this written amendment will not exceed the approved Project budgets.

ATTACHMENTS

1. Resolution No. 2019-XX Amendment to Agreement (Harris)2019-08-13
 2. Contract Amendment No. 9
-

Reviewed for Submission to the
Board by:



Craig Malin, District Manager

RESOLUTION NO. 2019-XX (SCSD)

**A RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT
AMENDING A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES
FOR AN AMOUNT NOT TO EXCEED FORTY SIX THOUSAND EIGHT HUNDRED FORTY
DOLLARS (\$46,840) FOR CONTINUATION OF CAPITAL IMPROVEMENT PROGRAM
MANAGEMENT AND SUPPORT**

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

WHEREAS, the District desires to engage Harris & Associates to provide project management and design support services for the Del Monte Blvd. Sewer Main Replacement Project, Canyon Del Rey Blvd. Sewer Main Replacement Project, and oversight of the capital improvement program; and

WHEREAS, on July 18, 2019, Harris & Associates submitted a Proposal to provide professional services in continued support of the District's Capital Improvement Program (CIP); and

WHEREAS, the total approved budget for FY 2019/2020 for Capital Improvement Projects is \$6,871,000; and

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

NOW THEREFORE, BE IT RESOLVED, that the Seaside County Sanitation District authorizes the District Manager to execute Contract Amendment No. 9, attached hereto, to the professional services agreement with Harris & Associates for an amount not-to-exceed Forty Six Thousand Eight Hundred Forty Dollars (\$46,840) to provide professional project management services for the implementation of the Capital Improvement Program as described within the amendment attached.

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held on the 13th day of August 2019, by the following vote:

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

Jerry Blackwelder, Chair
Seaside County Sanitation District

ATTEST:

Lesley Milton-Rerig, District Clerk
Seaside County Sanitation District

CONTRACT AMENDMENT #9
CAPITAL IMPROVEMENTS PROJECTS MANAGEMENT
Seaside County Sanitation District

Date: July 25, 2019

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."**

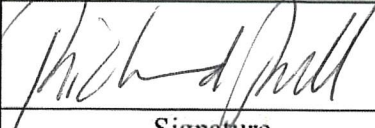
Consultant shall perform the tasks described and set forth in Exhibit A, Exhibit A1, Exhibit A2, Exhibit A3, Exhibit A4, Exhibit A5, Exhibit A6 attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A, Exhibit A1, Exhibit A2, Exhibit A3, Exhibit A4, Exhibit A5, Exhibit A6, Exhibit A7, Exhibit A8 and Exhibit A9.

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, Exhibit A8 and Exhibit A9 hereto.

Original Contract Amount	Previous CCO Total (Not including this CCO)	This CCO Total	Revised Contract Amount
\$41,880.00	\$571,571.00	\$46,840.00	\$660,291.00
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 #9
CAPITAL IMPROVEMENTS PROJECTS MANAGEMENT
Seaside County Sanitation District

SUBMITTED BY:		
	Rick Riedl District Engineer	Aug 5, 2019
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Craig Malin District Manager	
Signature	Name and Title	Date

CONSULTANT ACCEPTANCE BY:		
	Frank S. Lopez Senior Director, Engineering Services	8/5/2019
Signature	Name and Title	Date


Harris & Associates

July 18th, 2019

Mr. Scott Ottmar, PE
Senior Engineer
Seaside County Sanitation District
440 Harcourt Avenue
Seaside, CA 93955

CONTINUATION OF CAPITAL IMPROVEMENT PROGRAM (CIP) MANAGEMENT AND SUPPORT (FY 2017/2018), PROPOSED AMENDMENT

Dear Mr. Ottmar:

We are pleased to provide this Proposed Amendment to continue our assistance and support of the Seaside County Sanitation District (District) with your Capital Improvement Program (CIP) Management and Support for Fiscal Year 2017-2018. The following narrative identifies our current understanding of how we can serve the District, including the specific continuation of our current services and general Scope of Work that Harris & Associates (Harris) will provide.

PROJECT UNDERSTANDING

The District developed a CIP that was based on the *Sewer Master Plan and Rate Study* dated May 2011. The CIP identified high priority projects to be designed and constructed, however, based on recent inspection and operation, the following projects have been elevated:

- Del Monte Boulevard Sewer Main Replacement (CIP Project # 5)
- Canyon Del Rey Boulevard CMP Sewer Main Replacement (CIP Project #18)
- Highway 1 Sewer Cleaning and Video Inspection at Highway 1 (CIP Project #19)

Since we originally commenced these activities to successfully execute and oversee the projects, the District has guided the work to the following status:

- Del Monte Boulevard Sewer Main Replacement – **90% Design Complete**
- Canyon Del Rey Boulevard CMP Sewer Main Replacement – **Initial Design Complete and Bids Received**
- Highway 1 Sewer Cleaning and Video Inspection at Highway 1 (CIP Project #19) – **Construction Complete**

Given the current progress status of the CIP projects and due to unforeseen conditions, specific circumstances, challenging bidding climates, and recommended re-design(s), continuation of managing and supporting these projects is vital to their successful completion. Consequently, the following further identifies our Scope of Work.

SCOPE OF SERVICES

Scope of Services

This Proposed Amendment is to continue providing assistance and support with managing the projects identified above.

Phase 01 – Del Monte Boulevard Sewer Main Replacement (CIP Project # 5)

Harris will work closely with District staff to provide the following services:

- 1) Manage selected Design Consultant (Wallace Group), which includes invoice review and approval;
- 2) Coordination with District staff and Design Consultant throughout the Project;
- 3) Review of design drawings, technical specifications, front-end documents, and engineer's opinion of probable construction cost (EOPCC);
- 4) Schedule oversight;
- 5) Environmental permitting and compliance documentation;
- 6) Manage bid process;

Phase 02 – Canyon Del Rey Boulevard CMP Sewer Main Replacement (CIP Project #18)

Harris will work closely with District staff to provide the following services:

- 1) Manage selected Design Consultant (IEC), which includes invoice review and approval;
- 2) Coordination with District staff and Design Consultant throughout the Project;
- 3) Design oversight, including trenchless technologies and bidding alternatives
- 4) Review of design drawings, technical specifications, front-end documents, and engineer's opinion of probable construction cost (EOPCC);
- 5) Schedule oversight;
- 6) Environmental permitting and compliance documentation;
- 7) Manage bid process;

Phase 04 – Miscellaneous CIP Oversight

Harris will work closely with District staff to provide the following services:

- 1) Bi-weekly telephone conference calls, including preparation, Meeting Agendas, Meeting Minutes, Action Items, and Coordination;
- 2) Support with Staff Reports, Resolutions, Contracts, Amendments, and other administrative documents;
- 3) Coordination with District Staff to develop upcoming CIP projects;

PROJECT SCHEDULE

It is anticipated that the Scope of Work and services will be completed by December 31st, 2019.

PROPOSED FEES

The proposed fees for the subject Scope of Work is shown below and will be provided on a time and materials basis. A detailed estimate is provided as an attachment.

Our proposed fees are based on the services shown above and the estimated hours shown in the attached fee estimate. Therefore, we will provide our services as budget permits and coordinate with District staff should the project(s) require additional services that exceed our budget estimates. Construction Phase Services are not included and will be addressed in a separate task order.

Phase	Proposed Fees
01 – Del Monte Boulevard Sewer Main Replacement	\$16,200
02 – Canyon Del Rey Boulevard CMP Sewer Main Replacement	\$18,560
04 – Miscellaneous CIP Oversight	\$12,080
Total =	\$46,840

We thank you for your consideration and please contact us with any questions regarding the Scope of Work, Schedule, and Fees for this Amendment Proposal.

Sincerely,
Harris & Associates, Inc.



Frank Lopez, PE, CFM, QSD

Senior Director, Engineering Services
 (831) 233-9242 ■ Frank.Lopez@WeAreHarris.com



Jason Caprio, PE, PMP

Program Manager
 (661) 319-9251 ■ Jason.Caprio@WeAreHarris.com

EXHIBIT A9
Seaside County Sanitation District
Continuation of CIP Support
Proposed Amendment

TASK, PHASE, DESCRIPTION	TEAM	Project Director <i>F Lopez</i> HOURS	Program Manager <i>J Caprio</i> HOURS	Principal Engineer <i>V Phillips</i> HOURS	Environmental Lead Analyst <i>W Young</i> HOURS	TOTALS
Phase 01 - Del Monte Boulevard Sewer Main Replacement Project (CIP No. 5)						
Task 1.1	Design Consultant Oversight	2	8			
Task 1.2	Coordination with the District	4	4			
Task 1.3	Plans and Specifications Review		8			
Task 1.4	Environmental Permitting Support	2	2		8	
Task 1.5	Bid Process Support	4	32		4	
SUBTOTAL HOURS		12	54	0	12	78
SUBTOTAL DOLLARS		\$3,000	\$11,340	\$0	\$1,860	\$16,200
Phase 02 - Canyon Del Rey CMP Sewer Main Replacement Project (CIP No. 18)						
Task 2.1	Design Consultant Oversight	2	4	6		
Task 2.2	Coordination with the District	4	4	2		
Task 2.3	Plans and Specifications Review		8	4		
Task 2.4	Environmental Permitting Support	2	2		8	
Task 2.5	Bid Process Support	4	32	4	4	
SUBTOTAL HOURS		12	50	16	12	90
SUBTOTAL DOLLARS		\$3,000	\$10,500	\$3,200	\$1,860	\$18,560
Phase 04 - Miscellaneous CIP Oversight						
Task 4.1	Program Management	8	48			
SUBTOTAL HOURS		8	48	0	0	56
SUBTOTAL DOLLARS		\$2,000	\$10,080	\$0	\$0	\$12,080
HOURS AND COST						
HOURS PER POSITION		32	152	16	24	
HOURLY RATE (TYPICAL)		\$250	\$210	\$200	\$155	
SUBCONSULTANT(S)						
HARRIS & ASSOCIATES TOTAL PROPOSED FEE		\$8,000	\$31,920	\$3,200	\$3,720	\$46,840
TOTAL PROPOSED (NOT TO EXCEED):						\$46,840



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 6.B.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Richard Riedl, District Engineer
Scott Ottmar, Senior Engineer

DATE: August 13, 2019

**SUBJECT: AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT
WITH INFRASTRUCTURE ENGINEERING CORPORATION (IEC)
FOR AN AMOUNT NOT TO EXCEED TWENTY THREE THOUSAND
TWO HUNDRED DOLLARS (\$23,200) FOR THE CANYON DEL
REY SEWER MAIN REPLACEMENT PROJECT**

ENVIRONMENTAL COMPLIANCE

An initial study/environmental checklist was completed March 19, 2019 and associated Mitigated Negative Declaration filed the same date. Public review period closed on April 19, 2019 and a letter was received on April 25, 2019 acknowledging compliance with State Clearing House requirements.

PURPOSE

Consider approval of an amendment to the Design Professional Services Agreement with Infrastructure Engineering Corporation (IEC) to provide additional professional engineering and technical services for the Canyon Del Rey CMP Sewer Main Replacement Project.

RECOMMENDATION

It is recommended the Board adopt a resolution approving an amendment to the Design Professional Services Agreement with Infrastructure Engineering Corporation (IEC) for an amount not to exceed Twenty Three Thousand Two Hundred Dollars

(\$23,200) to provide additional professional engineering and technical services for the Canyon Del Rey CMP Sewer Main Replacement Project and authorizing the District Manager to execute the Amendment.

BACKGROUND

The Capital Improvement Program (CIP) includes projects for completion within the fiscal year 2019/2020, including Master Plan Project No. 18 "Canyon Del Rey CMP Sewer Main Replacement Project" (Project). The initial professional services agreement for design with Infrastructure Engineering Corporation (IEC) was authorized in April of 2018 in the amount of \$118,900. On October 12, 2018, Amendment No. 1 was executed for \$12,000 for subsurface utility locating (physical potholing) in order to locate existing sewer laterals for the DMV, Laguna Grande restrooms, and St. Seraphim's Church.

The Construction Contract Documents for the Project were finalized on February 14th, 2019. The Project was posted on the City of Seaside's website, advertised, and solicited for a period of six (6) weeks commencing on February 28th, 2018 in the Monterey County Weekly. A pre-bid conference and site visit was conducted on March 28th, 2019. On April 11, 2019, the district received one (1) bid from Monterey Peninsula Engineering (MPE) for an amount of \$1,499,380, considerably exceeding the engineers estimate of probable construction of \$736,900.

District staff, IEC, and staff from Harris & Associates (project management consultant to the District) met to discuss potential factors that resulted with a single bid considerably above the engineer's estimate and to identify opportunities to reduce the construction cost. It was concluded a variety of factors, including an extremely competitive bidding climate, rising construction prices, impacted schedules, and construction difficulties contributed to the higher than expected bid. Opportunities identified to reduce construction costs included trenchless construction options and multiple bid schedules to allow bidders flexibility in determining the most cost competitive construction option. In order to obtain additional design information, the District retained Liberty Pipelines to perform a sewer video inspection of the main. The inspection confirmed that the trenchless construction option is feasible and should be incorporated into the design documents prior to being re-bid.

At the request of District staff, Infrastructure Engineering Corporation (IEC) submitted a Proposal dated June 28, 2019 to provide additional professional engineering and bid support services for the inclusion of trenchless construction alternatives for the Canyon Del Rey CMP Sewer Main Replacement Project (REBID). The fee amount of the Proposal totals \$23,200, which includes \$5,700 for revisions to the traffic control plans for Caltrans. Since the original contract expired in March 2019, the Amendment will include additional consecutive calendar days to extend the contract to provide sufficient time to complete the Project.

FISCAL IMPACT

The proposed Amendment to the Design Professional Services Agreement with Infrastructure Engineering Corporation (IEC) is a not-to-exceed amount of Twenty Three Thousand Two Hundred Dollars (\$23,200). Since the original contract expired in March 2019, the Amendment will include additional consecutive calendar days to extend the contract to provide sufficient time to complete the Project. The Fiscal Year 2019/2020 Budget for Sewer Line Replacements (953-8820-9218) is \$1,320,000. Therefore, sufficient funds are available in the budget to support the proposed Amendment to the Agreement.

ATTACHMENTS

1. Resolution Amendment to Agreement to IEC
 2. Contract Amendment No. 2
-

Reviewed for Submission to the
Board by:



Craig Malin, District Manager

RESOLUTION NO. 2019-XX (SCSD)

**A RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT
AMENDING A PROFESSIONAL SERVICES AGREEMENT WITH INFRASTRUCTURE
ENGINEERING CORPORATION FOR AN AMOUNT NOT TO EXCEED TWENTY
THREE THOUSAND TWO HUNDRED DOLLARS (\$23,200) FOR ADDITIONAL
PROFESSIONAL ENGINEERING AND TECHNICAL SERVICES FOR THE CANYON
DEL REY BOULEVARD SEWER MAIN REPLACEMENT PROJECT**

WHEREAS, the Seaside County Sanitation District (“District”) Capital Improvement Program (CIP) includes projects for completion within the fiscal year 2019/2020; and

WHEREAS, the District has determined that it is in the public interest to proceed with the Master Plan Project No. 18 “Canyon Del Rey CMP Sewer Main Replacement Project”, hereinafter described as the “Project”; and

WHEREAS, on April 10, 2018, the District’s Board adopted a resolution awarding a Professional Services Agreement to Infrastructure Engineering Corporation (IEC), in the amount of \$118,900 for design of the Project; and

WHEREAS, on October 12, 2018, a contract amendment #1 was authorized in the amount of \$12,000 to perform potholing of sewer laterals; and

WHEREAS, on April 11, 2019, one bid was received for construction of sewer main replacement in the amount of \$1,499,380, exceeding the approved budget of \$749,752 and the engineer’s estimated probable cost for construction \$736,900; and

WHEREAS, District staff determined it was necessary to revise bidding documents to add flexibility to the scope and reduce the potential cost of the Project; and

WHEREAS, on June 19, 2019, the District Board rejected all bids for Project; and

WHEREAS, on June 28th, 2019, Infrastructure Engineering Corporation (IEC) submitted a Proposal for performing the additional professional engineering and technical services in support of the Project; and

WHEREAS, the adopted fiscal year 2019/2020 capital improvement program includes a budget of \$1,320,000 (953-8820-9218) for the Project; and

WHEREAS, the District has determined that the proposed Scope of Work and Budget are reasonable and within the approved CIP Scope of Work and Budget for the Project; and

WHEREAS, an initial study/environmental checklist was completed and a Mitigated Negative Declaration filed March 19, 2019 , the Public review period closed on April 19, 2019 and a letter was received April 25, 2019 acknowledging compliance with State Clearing House requirements.

NOW THEREFORE, BE IT RESOLVED, that the Seaside County Sanitation District authorizes the District Manager to execute Contract Amendment #2, attached hereto, to the professional services agreement with Infrastructure Engineering Corporation (IEC) for an amount not-to-exceed Twenty Three Thousand Two Hundred Dollars (\$23,200) to provide additional professional engineering and technical services as described within the amendment attached and extending the contract completion date to December 31, 2020.

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held on the 13th day of August 2019, by the following vote:

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

Jerry Blackwelder, Chair
Seaside County Sanitation District

ATTEST:

Lesley Milton-Rerig, District Clerk
Seaside County Sanitation District

CONTRACT AMENDMENT #2
CANYON DEL REY BOULEVARD SEWER MAIN REPLACEMENT
Seaside County Sanitation District

Date: October 12, 2018

Change Requested by: X District Consultant

Contract Date

Project Name

April 10, 2018

Canyon Del Rey Boulevard Sewer Line Replacement

To (Consultant): Infrastructure Engineering Corporation (IEC)
 1737 North First Street, Suite 210
 San Jose, CA 95112

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."**

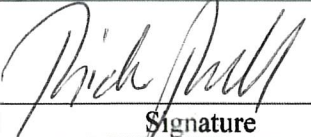
Consultant shall perform the tasks described and set forth in Exhibit A, Exhibit A1, and Exhibit A2 attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance, which is also set forth in Exhibit A, Exhibit A1, and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

MODIFY the following text in **Section 22, "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, and Exhibit A2 hereto. In the event of conflict, the requirements of the Agency's Request for Proposal and this Agreement shall take precedence over those contained in the Consultant's proposals.

Original Contract Amount	Previous CCO Total (Not including this CCO)	This CCO Total	Revised Contract Amount
\$118,900.00	\$12,000	\$23,200	\$154,100
Original Contract Time	Original Completion Date	CCO Days To Date (Including This CCO)	Revised Completion Date
356 Days	March 31, 2019	642	December 31, 2020

CONTRACT AMENDMENT #2
CANYON DEL REY BOULEVARD SEWER MAIN REPLACEMENT
Seaside County Sanitation District

SUBMITTED BY:		
	Rick Riedl, PE District Engineer	August 5, 2019
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Craig Malin District Manager	
Signature	Name and Title	Date

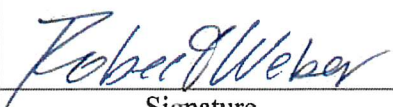
CONSULTANT ACCEPTANCE BY:		
	Robert Weber President, Principal-In-Charge	8-5-2019
Signature	Name and Title	Date



EXHIBIT A2

June 28, 2019

Mr. Jason Caprio, P.E.
Seaside County Sanitation District
440 Harcourt Avenue
Seaside, CA 93955

**REFERENCE: CANYON DEL REY CMP SEWER MAIN REPLACEMENT PROJECT
AMENDMENT REQUEST NO. 2 – ADD PIPE BURSTING ALONG THE
EXISTING SEWER MAIN TO THE DESIGN AND REVISE CONTRACT
DOCUMENTS**

Dear Mr. Caprio:

IEC is pleased to submit our proposal for engineering services to add pipe bursting construction methods for the project. As background, the District received one bid on April 11, 2019 for the Canyon Del Rey CMP Sewer Main Replacement Project in the amount of approximately \$1.5 million, which is more than twice the engineer's estimate. Some of the major cost differences were the cost of shoring, traffic control and paving, plus other bid items directly related to open trench construction. The sole bidder, Monterey Peninsula Engineers, provided an opinion that the District may be able to save over \$300,000 by utilizing trenchless installation methods versus conventional open trench construction.

In response to the District's request, the scope of work herein includes engineering services to design the replacement of the sewer CMP main utilizing pipe bursting along the existing sewer main as an option to the project.

IEC will restructure the Bid Documents to include the following Bid Alternates, which will provide the lowest construction cost:

1. **Base Bid:** Open trench installation using the parallel alignment originally designed
2. **Bid Alternate A:** Pipe bursting of the existing alignment

Note, bore and jack trenchless construction methods are not being considered due to various utilities along the alignment, including the 60-inch diameter storm drain with a minimal 6-inches of clearance. Auger boring would require installation of a larger casing which may conflict with the storm drain.

Note, installation of a cast-in-place-pipe liner (CIPPL) is also not considered since the CCTV activities were aborted in sections with poor pipeline structural integrity and existing voids. Furthermore, although relining the 12-inch diameter sewer main would be the least expensive rehabilitation method, CIPPL does not apply to the portion that needs to be upsized to 15-inch diameter. Therefore, this option has been eliminated entirely.

Canyon Del Rey CMP Sewer Main Replacement
 Mr. Caprio
 June 27, 2019
 Page 2 of 3

Scope of Work

Amended Task 3 – Revise Contract Documents

IEC will review the CCTV provided by the District and add pipe bursting as a construction alternative. IEC will coordinate with Harris and Associates to obtain the Performance Specifications for the pipe bursting activities. One (1) pipeline plan and profile sheet will be created to include pipe bursting, including size and locations of the shafts, and two traffic control plans will be added to include traffic control for launching and receiving shafts. IEC will coordinate and obtain recommendations by the geotechnical engineer. Cal Engineering and Geology will provide a supplemental geotechnical design recommendations for pipe bursting methods utilizing the previous geotechnical information gathered for the project.

IEC will update the technical specifications, bidding requirements, and engineer's estimate.

Deliverables: *Draft Contract Documents (PS&E)*
 Final Contract Documents (PS&E)

Amended Task 4 – Coordination with M1W

Monterey One Water: IEC discussed the project with M1W and additional water quality testing is not required. IEC will provide them with a courtesy updates and the construction schedule.

Amended Task 5 – Resubmittal and Approvals (Caltrans)

Caltrans: IEC will coordinate with Caltrans to extend the expiration date of the approved permit, review and acceptance of the pipeline bursting design and traffic control, and revisions to the Encroachment Permit. IEC will provide Caltrans with the requested information per Chapter 600 of the Utility Permits Manual. IEC will coordinate with Harris and Associates for updates related to the environmental documents. Based on our previous experience, we anticipate three (3) submittals to secure the Permit.

Deliverables: *Initial Submittal (2 sets of full-size drawings, geotechnical recommendations)*
 Revised Submittal (2 sets of full-size drawings)
 Final Submittal (2 sets of full-size drawings)

Schedule

Following Notice to Proceed, IEC will complete the project within 12 weeks.

- | | |
|-------------------------------|-----------------|
| • Prepare draft PS&E | 3 weeks |
| • District/Caltrans Review | 3 weeks |
| • Prepare final Bid Documents | 2 weeks |
| • District/Caltrans Approval | 2 weeks |
| • Receive Caltrans Permit | <u>2 weeks</u> |
| | 12 weeks |

Canyon Del Rey CMP Sewer Main Replacement
 Mr. Caprio
 June 27, 2019
 Page 3 of 3

Exclusions

These items are not included in the scope of work.

- Additional water quality testing
- Updates to the environmental document

Fee Estimate

Our fee for Amendment No. 2 is on a time and materials basis, not-to-exceed amount:

Original Contract Amount	\$118,900	
Amendment No. 1	\$12,000	Add six (6) Utility PHs & Detection of 2 "S" laterals
Amendment No. 2	\$23,200	Revise Contract Documents
New Contract Amount	\$154,100	

Please feel free to contact the undersigned if you have questions or require additional information.

Sincerely,



Robert S. Weber, PE
 President/Principal-in-Charge
 858 842 6978
 rweber@iecorporation.com



Dolores Salgado, PE
 Senior Project Manager
 661 529 2190
 dsalgado@iecorporation.com

SEASIDE COUNTY SANITATION DISTRICT FEE ESTIMATE FOR PROFESSIONAL SERVICES FOR THE CANYON DEL REY OMP SEWER LINE REPLACEMENT PROJECT												
TASK	DESCRIPTION	Title	Principal QA/QC	Project Manager	Engineer I	CADD Designer	Word Processor	Subtask Labor-Hours	Subtask Labor Cost	Direct Cost	Subcontract	Total Cost
TASK 1	PROJECT MANAGEMENT AND ADMINISTRATION	Rate	\$245	\$215	\$125	\$125	\$98					
	Kickoff Meeting		2	2				4	\$900			\$3,600
	Monthly Progress Meetings (4)			8	8			16	\$2,700			\$900
	Project Administration											\$2,700
												Included in Other Tasks
TASK 2	PRELIMINARY INVESTIGATIONS AND RESEARCH											
	Site Investigation, Data Collection, Record Research				24			24	\$3,000			\$56,800
	Geotechnical Investigations		4					4	\$900		\$18,359	\$3,000
	Baseline Groundwater Sampling, Testing, and Coordination		2	8				10	\$1,400		\$12,588	\$19,900
	Receiving Body of Water (Laguna Del Rey) Sampling and Testing		2	4				6	\$900		\$5,478	\$18,900
	Surveying and Mapping		4					4	\$900		\$12,600	\$4,400
	Pre-Design Memorandum (4 pages max)		8	8				16	\$2,700			\$13,500
												\$2,700
TASK 8	PREPARATION OF CONSTRUCTION CONTRACT DOCUMENTS											
	Develop 50% PS&E (10 sheets)		4	8	92	40	8	92	\$12,500	\$500	\$9,169	\$49,200
	Develop 100% PS&E (10 sheets)		4	8	92	40	8	92	\$12,500	\$500		\$13,000
	Utility Potting (5 total)		4	8				12	\$1,900		\$12,100	\$14,000
	Amendment No. 1 Add 6 Utility Pot holes										\$12,000	\$12,000
	Amendment No. 2 Revise Contract Documents		4	24	96	12	2	78	\$12,900		\$5,700	\$18,000
TASK 4	COORDINATION AND COMPLIANCE WITH STAKEHOLDERS											
	Amendment No. 2 Coordination with M1V			4				4	\$900	\$200		\$1,100
												\$200
TASK 5	CALTRANS DISTRICT 7											
	Review District 7 Plan Application (10/19/18-0402)			2				2	\$400			\$3,300
	Develop 100% Project Permit Application (50% PS&E)		4	8				12	\$1,900	\$500		\$4,400
	Final 100% Project Permit Application				4			4	\$900			\$500
	Amendment No. 2 Resubmittal and Approvals			12	12	4	2	30	\$4,800	\$200		\$5,000
TASK 6	ENVIRONMENTAL PERMITTING SUPPORT											
	Permit Support for CQA Contract			4				4	\$900			\$900
TASK 7	BID PHASE SERVICES											
	Bidding Support			4				4	\$900			\$4,000
	Bid Phase RFI's (2 total)			4			2	6	\$1,100			\$900
	Bid Phase Addenda (2 total)			4			2	6	\$1,100			\$1,100
	Bid Award Recommendation			4				4	\$900			\$900
Task Subtotal - Hours			14	117	194	96	24	435				
Task Subtotal - Costs			\$3,490	\$25,153	\$23,000	\$12,000	\$2,852		\$64,200	\$1,900	\$85,900	\$115,900
Subconsultants:												
1. Cal Engr and Geology (Geotechnical)										ORIGINAL CONTRACT TASKS 1-7		\$118,900
2. Monterey Bay Engineers (Surveying)										AMENDMENT NO 1		\$12,000
3. Extaro (Potting/CCTV Contractor)										AMENDMENT NO 2		\$23,200
4. CHS (Traffic Control)										NEW GRAND TOTAL INCLUDING AMENDMENT NO 1 AND 2		\$154,100



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 6.C.

TO: Seaside County Sanitation District

FROM: Craig Malin, District Manager

BY: Richard Riedl, District Engineer
Scott Ottmar, Senior Engineer

DATE: August 13, 2019

**SUBJECT: AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT
WITH THE WALLACE GROUP FOR AN AMOUNT NOT TO
EXCEED FORTY SIX THOUSAND SIX HUNDRED FIFTY TWO
DOLLARS (\$46,652) FOR THE DEL MONTE SEWER MAIN
REPLACEMENT PROJECT**

ENVIRONMENTAL COMPLIANCE

An initial study/environmental checklist was completed March 19, 2019 and associated Mitigated Negative Declaration filed the same date. Public review period closed on April 19, 2019 and a letter was received on April 25, 2019 acknowledging compliance with State Clearing House requirements.

PURPOSE

Consider approval of an Amendment to the Professional Services Agreement with Wallace Group to provide additional professional engineering and technical services for the Del Monte Sewer Main Replacement Project.

RECOMMENDATION

It is recommended the Board adopt a resolution authorizing the District Manager to execute an Amendment to the Professional Services Agreement with Wallace Group for an amount not to exceed Forty Six Thousand Six Hundred Fifty Two Dollars (\$46,652) to provide additional professional engineering and technical services for the Del Monte Sewer Main Replacement Project.

BACKGROUND

The Capital Improvement Program (CIP) includes projects for completion within the fiscal year 2019/2020, including Master Plan Project No. 5 "Del Monte Blvd Sewer Main Replacement Project" (Project). The initial professional services agreement for design with the Wallace Group was authorized May 8, 2018 in the amount of \$163,073.

Progress for the Project has reached 90% for development of plans and specifications. Based upon the District's recent experience of a extremely competitive bidding climate, rising construction prices, impacted schedules, and construction difficulties realized from the Canyon Del Rey Sewer Main Replacement project, it is necessary to perform additional evaluation and design for revising bidding documents to add flexibility to the Project scope and reduce the potential cost of the Project. The additional evaluation includes the video inspection of effected sewer mains and laterals and incorporate design specifications for trenchless sewer main replacement where appropriate.

At the request of District staff, the Wallace Group submitted a proposal dated August 7, 2019 to provide additional professional engineering services for the inclusion of video inspection (CCTV) and design for trenchless construction alternatives for the Del Monte Sewer Main Replacement. The fee amount of the contract Amendment totals \$46,652. Since the original contract expired on May 8, 2019, the Amendment will include additional consecutive calendar days to extend the contract to provide sufficient time to complete the Project.

FISCAL IMPACT

The proposed Amendment to the Professional Services Agreement with the Wallace Group is a not-to-exceed amount of Forty Six Thousand Six Hundred Fifty Two Dollars (\$46,652). Since the original contract expired in May 8, 2019, the Amendment will include additional consecutive calendar days to extend the contract to provide sufficient time to complete the Project. The Fiscal Year 2019/2020 Budget for Del Monte Sewer Main Replacement (953-8820-9214) is \$3,200,000. Therefore, sufficient funds are available in the budget to support the proposed Amendment.

ATTACHMENTS

1. Resolution_Wallace_Amendment #1
2. Contract Amendment No. 1

Reviewed for Submission to the
Board by:



Craig Malin, District Manager

RESOLUTION NO. 2019-XX (SCSD)

**A RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT
AMENDING A PROFESSIONAL SERVICES AGREEMENT WITH THE WALLACE
GROUP FOR AN AMOUNT NOT TO EXCEED FORTY SIX THOUSAND SIX HUNDRED
FIFTY TWO DOLLARS FOR ADDITIONAL PROFESSIONAL ENGINEERING AND
TECHNICAL SERVICES FOR THE DEL MONTE BOULEVARD SEWER MAIN
REPLACEMENT PROJECT**

WHEREAS, the Seaside County Sanitation District (“District”) Capital Improvement Program (CIP) includes projects for completion within the fiscal year 2019/2020; and

WHEREAS, the District has determined that it is in the public interest to proceed with the Master Plan Project No. 5 “Del Monte Sewer Main Replacement”, hereinafter described as the “Project”; and

WHEREAS, on May 8, 2018, the District’s Board adopted a resolution awarding a Professional Services Agreement to the Wallace Group, in the amount of \$163,073 for design of the Project; and

WHEREAS, District staff determined it was necessary to perform additional evaluation and design for revising bidding documents to add flexibility to the Project scope and reduce the potential cost of the Project; and

WHEREAS, on August 7, 2019, Wallace Group submitted a Proposal for performing the additional professional engineering and technical services in support of the Project; and

WHEREAS, the adopted fiscal year 2019/2020 capital improvement program includes a budget of \$3,200,000 (953-8820-9214) for the Project; and

WHEREAS, the District has determined that the proposed Scope of Work and Budget are reasonable and within the approved CIP Scope of Work and Budget for the Project; and

WHEREAS, an initial study/environmental checklist was completed and a Mitigated Negative Declaration filed March 19, 2019 , the Public review period closed on April 19, 2019 and a letter was received April 25, 2019 acknowledging compliance with State Clearing House requirements.

NOW THEREFORE, BE IT RESOLVED, that the Seaside County Sanitation District authorizes the District Manager to execute Contract Amendment #1, attached hereto, to the

professional services agreement with Wallace Group for an amount not-to-exceed Forty Six Thousand Six Hundred Fifty Two Dollars (\$46,652) to provide additional professional engineering and technical services as described within the amendment attached and extending the contract completion date to May 8, 2021.

PASSED AND ADOPTED at a regular meeting of the Seaside County Sanitation District duly held on the 13th day of August 2019, by the following vote:

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

Jerry Blackwelder, Chair
Seaside County Sanitation District

ATTEST:

Lesley Milton-Rerig, District Clerk
Seaside County Sanitation District

CONTRACT AMENDMENT #1
Del Monte Boulevard Sewer Main Replacement
Seaside County Sanitation District

Date: August 7, 2019

Change Requested by: X SCSD Consultant

Contract Date

Project Name

May 8, 2018

Del Monte Boulevard Sewer Main Replacement

To (Consultant): Wallace Group, 612 Clarion Court, San Luis Obispo, Ca 93401

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.

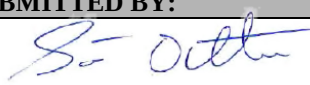
MODIFY the following text in **Section 2, "Services"**

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 – Del Monte Sewer Line Upgrade Project

Exhibit A-1- Del Monte Sewer dated August 7, 2019

Original Contract Amount	Previous CCO Total (Not including this CCO)	This CCO Total	Revised Contract Amount
\$163,073.00	\$0.00	\$46,652	\$209,725.00
Original Contract Time	Original Completion Date	CCO Months To Add (Including This CCO)	Revised Completion Date
12 Months	May 8, 2019	24	May 8, 2021

SUBMITTED BY:		
	Scott Ottmar Senior Engineer	August 7, 2019
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Craig Malin District Manager	
Signature	Name and Title	Date

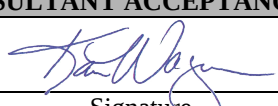
CONSULTANT ACCEPTANCE:		
	Kari Wagner, PE C 66026 Principal	August 7, 2019
Signature	Name and Title	Date

Exhibit A-1

CONTRACT AMENDMENT

Project Name: Del Monte Sewer Upgrade - Renewed Contract	CA No. 1
Client Name: Seaside County Sanitation District	Project/Phase No. 0876-0012
Attention: Rick Riedl	Date: August 7, 2019
Address: 440 Harcourt Avenue, Seaside, California 93955	

Wallace Group requests the Client's authorization to proceed with revisions to the contract agreement for the above referenced project as herein described. Approval below incorporates this document as a part of the original contract signed May 8, 2018. If approved, please return one signed original Contract Amendment to Wallace Group.

Description and Purpose of the Revision(s)

Wallace Group has been under contract for the Del Monte Sewer Upgrade. The existing contract expired and thus Wallace Group is submitting a new proposal to complete the project. The proposal will include services completed from June 1, 2019 through bid Phase of the project which is estimated to be completed by January 2020. Wallace Group will prepare a new contract amendment for Engineering Services During Construction at the request of the District once the project moves into construction.

SCOPE OF SERVICES

Task 1: Project Management and Administration

The Design Consultant will perform general project management, administration, and coordination of the subject Project to proceed through a traditional delivery process. The Design Consultant will communicate effectively and often, including telephone calls, email correspondence, and other tasks that require a time commitment, but are not specifically described below. The Project Management and administration will be based on a schedule through Bid Phase which is estimated at an additional 6 months.

No additional meetings are budgeted for the remainder of the design phase of the project. A meeting has been budgeted for the Bid Phase Task (See Task 7.0).

Task 2: Preliminary Investigations, Research, and Preliminary Engineering - Complete

Task 3: Preparation of Construction Contract Documents

Wallace Group has received comments for 90% submittal. Wallace Group will prepare the 100% PS&E package, ready for bid. As part of the 100% submittal, the following changes to the original scope of work is being requested:

Subsequent to the 90% submittal, SCSD has requested to hire a contractor to provide CCTV inspections of the existing sewer main that is to be replaced. The CCTV contractor will contract directly with Wallace Group. Wallace Group will also need to review the videos and update the drawings to include exact sewer lateral locations and assess the condition of the existing sewer main and manholes.

Last, SCSD has requested to include a pipe bursting specification into the plans and specifications. Wallace Group will prepare a new specification for the project and incorporate notes on the plan set.

Task 4: Coordination and Compliance with Stakeholders - Completed

Task 5: Permitting (Non-Environmental) - Completed

Task 6: Environmental Permitting Support (By Harris & Associates) - Completed

Task 7: Bid Phase Services

The Design Consultant shall be available to receive, review, and respond to requests for information (RFIs) during the bidding phase of the Project. These responses will be issued to plan holders and potentials bidders in the form of an addendum. It should be anticipated that two (2) formal addenda may



CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

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PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
F 805 544-4294

www.wallacegroup.us

Exhibit A-1

be issued during the subject bidding phase services. In addition, the City is requesting Wallace Group to attend the pre-bid meeting, which is a modification from the previous scope of work.

SCHEDULE

Wallace Group will complete the 100% design within 4 weeks upon Notice to Proceed and receipt of the CCTV inspection.

ITEMS NOT INCLUDED IN SCOPE OF SERVICES

The following services are not included in this Scope of Services or estimate of fees:

- Permit Fees
- Public meetings, Seaside CSD Board meetings
- Right of Way Survey/Research
- Organize pre-bid conference, prepare agenda and minutes, sign in sheet (to be completed by Harris)
- Maintain plan holders' list (to be completed by Harris)
- Prepare bid notice for advertisement in local newspaper, distribute bid documents to local plan rooms (to be completed by Harris)
- Conduct public bid opening (to be completed by Harris)
- Review and analyze bids received, provide recommendation to award (to be completed by Harris)
- Pre-construction meeting
- Engineering support during construction
- Structural Observation Services
- Special Construction and Inspection Services
- CEQA/NEPA Environmental Review
- Preparation of Legal Descriptions/Easements

Revision(s) Represent:

- ☐ a change in previous instructions
☒ a change in Scope of Services
☐ other:

Revision(s) Fee:

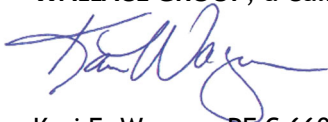
- ☐ hourly (time & materials) \$
☐ progress billing: \$
☒ not-to-exceed w/o authorization: \$46,652

Revision(s) will be invoiced as:

- ☒ increase to an item within the existing contract
☐ a new item added to existing contract

Issued by,
WALLACE GROUP, a California Corporation

APPROVED BY CLIENT:



Kari E. Wagner, PE C 66026
Principal
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

Signature

Printed Name

Title

Date

