

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
November 16, 2020 at 10:00 AM

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

Posted November 13, 2020 at 10:00 AM

TELECONFERENCING NOTICE

[This meeting will be held by teleconference only.]

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 18, 2020, the public may not attend the meeting in person.

Any member of the public may participate using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 875 4879 4353

[Pursuant to the above Executive Order, the public may not attend the meeting in person]

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at the above email address. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

Call to Order

Adoption of Agenda

Public Comment:

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

Action Items

The public shall have an opportunity to comment on any action item as each item is considered by the Committee prior to action being taken. This opportunity is non-transferrable, and speakers are limited to one two-minute (2) comment each.

1. Project Cost and Schedule Update - FY 20/21 Capital Improvement Project Program
2. Advertisement for Bids - New Emergency Electrical Generator at the LA Granada Wastewater Lift Station, Project S-962

Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting – December 11, 2020

Adjournment

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 1
November 16, 2020

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: **Project Update – October 2020 - FY 20/21 Water Capital Improvement Program**

BACKGROUND:

The Board approved the FY 20/21 Water Budget at the June 9, 2020 meeting with \$2.3M available for CIP projects. The Board also agreed to pursue refinancing CVWD's existing bond debt and requesting additional funding, totaling \$5M available for FY 20/21 CIP. The \$5M Bond process was completed on September 15, 2020.

DISCUSSION:

The following is the **October 2020** update of the progress and schedule for the FY 20/21 CIP projects. Project costs are shown on the attached Updated Project Cost summary:

1. **Steel Reservoir Rehabilitation – Rosemont Reservoir** – This project is for the structural repairs and re-coating of the reservoir interior to maintain the District's water storage capacity and to increase the life expectancy of the steel tank.

Progress: Harper and Associates Engineering (Harper) and staff completed the design and project was awarded to Crosno Construction.

Project Schedule: On Schedule

- November 9 – 13, 2020 – Preparation for construction and drain the reservoir
- November 16, 2020 – Structural work to begin
- January 2021 – Re-coating work to begin
- March 2021 – Anticipate work to be completed.

2. **Annual Pipeline Replacement** – This project is for the replacement of steel pipelines that are at least 50-years old or older in a timely manner.

- A. **Project 1 & 2:** Replacement of 4-inch & 6-inch pipelines on the 2400 & 2500 Blocks of Janet Lee (Project 1), and the 4300 Block of Rosemont (Project 2).

Progress: Staff completed design, and project awarded to Brkich Construction.

Project Schedule: On Schedule

- November 11, 2020 – Pre-Construction Meeting
- November 19, 2020 – Community Meeting
- November 30, 2020 – Begin construction on the 2400 & 2500 Blocks of Janet Lee
- February 2021 – Anticipate work to be completed

- B. **Projects 3:** Replacement of 10-inch pipeline on the 3400 & 3500 Blocks of Encinal (Project 3)

Progress: Civiltec and staff complete the design and project being advertised for bids.

Project Schedule: On Schedule

- December 5, 2020 – Pre-bid meeting
- December 16, 2020 – Bid Opening
- January 12, 2021 – Award of Contract
- February 2021 – Begin construction
- May 2021 – Anticipate work to be completed

- C. **Projects 4:** Replacement of 4-inch, 6-inch & 8-inch pipelines on the 4800 Block of Dyer, 2800 Block of El Caminito, 4800 Block of Glenwood, 2800 Block of Stevens and 2700 Block of Paraiso Way (Project 4).

Progress: Civiltec and staff are finalizing the plans and specifications for the project.

Project Schedule: On Schedule

- December 8, 2020 – Advertise for Bids
- January 6, 2021 – Pre-Bid meeting
- January 20, 2021 – Bid Opening
- January 26, 2021 – Award Contract
- February 2021 – Begin Construction
- May 2021 – Anticipate work to be completed

3. **Local Hazard Mitigation Plan** - CVWD awarded a grant from Cal OES and FEMA to prepare a Local Hazard Mitigation Plan (LHMP) to address high priority hazards related to its water and sewer systems during a drought, energy shortage/outage, wildfire, earthquake, terrorism or cyber-attack. The total grant amount to prepare a local hazard mitigation plan is \$165,000, with \$125,000 grant funding from FEMA and \$40,000 funding from CVWD.

Progress: Steering Committee Meeting #1 convened on 10/28/20, LHMP Core Team meets bi-weekly to coordinate the plan, and information is updated regularly on CVWD's website

Project Schedule: On Schedule

- November 18 and December 16, 2020 – Steering Committee Meetings
- LHMP to be completed by October 2021

4. **New Emergency Generator at La Granada Sewer Lift Station** – Installation of a new emergency electrical generator at the sewer lift station.

Progress: Cannon and staff have completed the design of a new emergency electrical generator at the lift station. Staff has met with the residents in the area and incorporated comments into the plan. Staff working with LCF on a maintenance agreement for the lift station.

Project Schedule: Behind Schedule

- November 24, 2020 – Advertise for Bids
- December 9, 2020 – Pre-Bid Meeting
- January 20, 2021 – Bid Opening
- January 26, 2021 – Award Contract
- February 2021 to April 2021 – Shop drawing approval, order, and delivery emergency generator
- April 2021 to June 2021 – Construction

5. **Advanced Metering Infrastructure (AMI) Program** – This project has two (2) components: 1) replacement of ¾" & 1" meters with new Sensus iPERL "Smart Meters" in Pressure Zones 1 & 2, and 2) installation of the AMI network communication system.

Progress: Field crews have replaced around 340 ¾-inch & 1-inch meters water meters for FY 20/21. UtiliWorks completed request for quote (RFQ) and contract awarded to Aqua Metric for the AMI network communication system.

Project Schedule: On Schedule

- November – December 2020 – Field coordination, Shop drawing review and ordering equipment
- January 2021 to May 2021 – Installation and verification of AMI network communication system & installation of 100 meters for proof of concept.

6. **Replacement of SCADA Communication Radio Network** – CVWD has an existing radio communication network that operates on the 900 MHz radio frequency. In the past year, the radio system has seen interference with other communication devices and the equipment, which was installed 6 years ago, is nearing the end of its useful life, and has been malfunctioning.

Progress: Staff completed the RFP and awarded the contract to Systems Integrated to prepare a SCADA radio feasibility study (Study). Systems Integrated has started performing a radio frequency survey.

Project Schedule: On Schedule

- November 2020 to December 2020 - Systems Integrated working on assessment of the current equipment and developing options.
- January 2021 - Study to be completed.

7. **16-inch Manifold and Valve Replacement at Oak Creek Reservoir** – CVWD's operations staff observed a leak on the underside of the existing inlet/outlet pipeline manifold that joins Oak Creek #1 and #2 reservoirs. The inlet/outlet manifold was installed 1961 and is a critical junction point as it allows influent water to fill each reservoir.

Progress: Engineering and operations worked together to establish a bypass to supply water to Zone 4 while replacement the inlet/outlet manifold, and two (2) 16-inch valves. Project was completed on November 4, 2020.

8. **Groundwater Well Rehabilitation** – This project is for the rehabilitation of Well 9, which was last rehabilitated in 2014.

Progress: The project is currently under design by Mr. Yared

Project Schedule: On Schedule

- November 2020 – Prepare plans and specification
- December 8, 2020 – Advertise for bids
- December 15, 2020 – Pre-Bid meeting
- January 6, 2020 – Bid opening
- January 12, 2021 – Award of Contract
- February 2021 – April 2021 - Construction

9. **Annual Booster Pump Replacement** – This project was originally planned to replace Markridge Booster 25. However, Booster B at Paschall was shut down due to what appears to be mechanical failure. Staff is working with the pump contractor that replaced the pump in 2018 to remove and inspect the pump.

Progress: November/December 2020 – FMWD will be replacing a critical isolation valve that will allow for Booster B to be safely removed from service on November 17, 2020. The pump contractor, later next week, will pull and inspect the pump to determine if it needs to be repaired or replaced.

10. **Facility Improvement Program** – This project is for the installation of a new roof on the existing 70 ft diameter concrete reservoir at Encinal for material and equipment storage. Staff will be preparing an RFP for a consulting firm to perform the structural design of the new roof.

Progress: Staff is working on the Request for Proposal.

Project Schedule: Behind Schedule

- December 9, 2020 – Send out RFP
- January 6, 2021 – RFP Due
- January 12, 2021 – Award of Consulting Contract

11. **New Pressure Reducing Valve (PRV) Station & Upgrade Ramsdell/Mayfield Mixing Station** – This project includes the installation of a new PRV station near the intersection of Mayfield Ave and Ramsdell Ave. and upgrading the Ramsdell/Mayfield Mixing Station. The new PRV Station is needed to provide water from Zone 2 to Zone 1 when Encinal Reservoir and the Ramsdell/Mayfield Mixing Station are out of service.

Staff was working on the design with assistance from DMC Engineering for topographic and right-of-way surveying, Cannon for electrical design, and APEX for SCADA programming and integration. However, to meet the current FY 20/21 CIP schedule, staff will need assistance from a consulting firm to complete the specifications and advertise for bids.

Progress: Staff is working on the request for proposal.

Project Schedule: Behind Schedule

- December 10, 2020 – Send out RFP
- January 7, 2020 – RFP Due
- January 12, 2021 – Award of Consulting Contract
- March 2021 – Advertise for Bids
- April 2021 – Award of Contract
- May 2021 – Sept 2021 – Construction including shop drawing approval and ordering new vaults

12. **Replacement of Supervisory Control and Data Acquisition (SCADA) System Upgrade** – CVWD has an existing SCADA system with RTU/PLCs that were installed at each of the District's facilities in 1996 that provides information on the status of the water system, controls for booster pump operation, and relays alarms to the System Operators. The upgraded SCADA system will include upgrading equipment, programming, and integration based on industry standards, which can be repaired, and/or replaced by various consultants.

Progress: Staff is currently working on an assessment of the current equipment and programming to prepare a request for proposal with a scope of work for a consulting firm.

Project Schedule: On Schedule

- January 2021 - Staff will make a presentation to review the existing SCADA system, discuss possible options and provide a preliminary estimated construction cost.
- February 2021 – Send out Request for Proposal (RFP)
- March 2021 – Award of Consulting Contract
- April 2021 – May 2021 – Design of new SCADA system
- May 2021 – June 2021 – Installation and testing of new SCADA system

13. **Stormwater Recharge Program** - Stormwater Recharge Project at Crescenta Valley County Park (CVC Park) includes the design and installation of a stormwater infiltration system within CVC Park that will direct stormwater from the Verdugo Wash into infiltration galleries for groundwater recharge. The focus will be to coordinate with the City of Los Angeles on stormwater rights.

Progress: Staff met with LADWP and are preparing a proposal outlining the project and water rights to discuss further with LADWP.

Project Schedule: On Schedule

- December 2020 – Presentation to Engineering Committee regarding a draft proposal to LADWP and possible options.
- January 2021 – Meet with LADWP and prepare draft agreement
- March 2021 – Finalize agreement with LADWP
- April 2021 – Present preliminary plans to Engineering Committee for review

14. **Rehabilitation Surge Tank at Glenwood** – This project is the rehabilitation of the surge tank at the Glenwood plant. A preliminary design was completed in 2017.

Progress: The preliminary design is under review by staff

Project Schedule: On Schedule

- December 2020 – Review preliminary design
- January 2021 – Finalize design and prepare plans and specifications
- February 2021 – Award Contract
- March 2021 – May 2021 - Construction including shop drawing review and ordering material.

SUMMARY:

In summary, many of the FY 20/21 CIP projects are either under design or starting construction. Attached for review is a summary of project costs including costs spent to date, cost committed to for the remainder of the year and the project total cost for each project. Staff plans to review this with the Engineering Committee and provide updated costs for future discussion.

Prepared & Submitted by:

A handwritten signature in blue ink, appearing to read 'D. Gould', is written over a horizontal line.

David S. Gould, P.E.
Director of Engineering

Attachment: FY 20/21 Capital Improvement Project Program - Cost Update: 11/16/20

FY 20/21 Capital Improvement Project Program Cost Update: 11/16/20	E-Job	Recorded FY 19/20		Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 10/31/20	<u>FY 20/21</u> Cost Committed from 10/31/20 to 6/30/21	Projected FY 20/21
Capital Improvement Project Summary							
1. Water Supply		\$ 300,375		\$ 170,000	\$ 61,450	\$ 169,656	\$ 231,106
2. Water Storage		\$ 498,530		\$ 480,000	\$ 55,743	\$ 589,624	\$ 645,367
3A. Water Distribution - Pipeline		\$ 1,126,030		\$ 2,300,000	\$ 67,812	\$ 2,232,189	\$ 2,300,000
3B. Water Distribution - Other		\$ 10,892		\$ 710,000	\$ 94,626	\$ 694,904	\$ 789,530
4. Water Treatment		\$ 469,205		\$ -	\$ 34,581	\$ 10,419	\$ 45,000
5. Technology		\$ 152,597		\$ 1,070,000	\$ 158,925	\$ 901,075	\$ 1,060,000
6. Public Safety/Emergency Response		\$ 5,810		\$ 165,000	\$ 27,950	\$ 137,050	\$ 165,000
7. Facilities & Planning		\$ -		\$ 105,000	\$ -	\$ 105,000	\$ 105,000
Capital Improvement Projects - Total		\$ 2,563,438		\$ 5,000,000	\$ 501,087	\$ 4,839,917	\$ 5,341,004
Bond Financing - CIP		\$ -		\$ 2,695,174	\$ 234,930	\$ 2,460,244	\$ 2,695,174
Water Fund Financing - CIP		\$ 2,563,438		\$ 2,304,826	\$ 266,158	\$ 2,379,672	\$ 2,645,830
Total Financing - CIP		\$ 2,563,438		\$ 5,000,000	\$ 501,087	\$ 4,839,917	\$ 5,341,004

FY 20/21 Capital Improvement Project Program Cost Update: 11/16/20			E-Job	Recorded FY 19/20	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 10/31/20	<u>FY 20/21</u> Cost Committed from 10/31/20 to 6/30/21	Projected FY 20/21
1. Water Supply								
A. Groundwater Water Supply								
i. Well Rehabilitation								
	Well 7 Rehabilitation	E-999	\$	102,696				
	Well 16 Rehabilitation	E-1011	\$	103,713				
	Well 11 Rehabilitation	E-1015	\$	14,694				
	Well 9 Rehabilitation	E-1028						
ii. New Wells								
	Re-Activate Well 2 - Construction	E-956	\$	79,272				
iii. Groundwater Basin Recharge								
	Stormwater Recharge Project at CVC Park - Planning	E-985						
D. Water Supply Studies								
WS Total			\$	300,375	\$	170,000	\$	231,106
2. Water Storage								
A. Reservoir Rehabilitation								
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation								
	Markridge	E-1006	\$	498,530	\$	480,000	\$	580,000
	Rosemont	E-1018			\$	32,734	\$	547,266
	Oak Creek - 16" Manifold Repair	E-1026			\$	22,642	\$	42,358
WS Total			\$	498,530	\$	55,743	\$	645,367
3. Water Distribution								
A. Pipeline Replacement								
	3200 & 3300 Blocks of Brookhill	E-1002	\$	623,009	\$	538,000	\$	538,000
	4700 & 4800 Block of Pennsylvania	E-1009	\$	503,021	\$	280,000	\$	280,000
	Project 1	E-1008			\$	707,000	\$	681,269
	Project 2	E-1019			\$	25,731	\$	756,263
	Project 3	E-1021			\$	18,737	\$	775,000
	Project 4	E-1022			\$	2,300,000	\$	2,232,189
	Annual Pipeline Replacement				\$	67,812	\$	2,300,000
C. Booster Pump System								
	Boosters - Glenwood 32 & 33	E-1013	\$	4,384	\$	75,000	\$	75,000
	Booster Replace - Booster B at Paschall	E-1028			\$	-	\$	75,000

FY 20/21 Capital Improvement Project Program Cost Update: 11/16/20			E-Job	Recorded FY 19/20	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 10/31/20	<u>FY 20/21</u> Cost Committed from 10/31/20 to 6/30/21	Projected FY 20/21
D. Pressure Reducing Stations								
PRS - Zone 2 to Zone 1			E-977	\$ 6,508	\$ 150,000	\$ 21,827	\$ 128,173	\$ 150,000
E. Miscellaneous Projects								
i. Water Surge Control								
Rehabilitation Surge Tank at Glenwood					\$ 35,000	\$ -	\$ 35,000	\$ 35,000
iii. Misc.								
Upgrade - Ramsdell Mixing Station			E-977	\$ -	\$ 450,000	\$ -	\$ 450,000	\$ 450,000
WD Total				\$ 1,136,922	\$ 3,010,000	\$ 162,438	\$ 2,927,093	\$ 3,089,530
4. Water Treatment								
C. Disinfection - Convert to Chloramines								
Conversion to Chloramination			E-995	\$ 469,205	\$ -	\$ 34,581	\$ 10,419	\$ 45,000
WT Total				\$ 469,205	\$ -	\$ 34,581	\$ 10,419	\$ 45,000
5. Technology								
A. Automated Meter Information (AMI) System								
AMI - 3/4" to 1" - Smart Meters				\$ 83,590	\$ 50,000	\$ 86,500	\$ -	\$ 86,500
AMI - Communication			E-1020		\$ 150,000	\$ 24,875	\$ 318,625	\$ 343,500
B. Supervisory Control and Data Acquisition (SCADA)								
Communication Radio Network			E-1025		\$ 260,000	\$ -	\$ 130,000	\$ 130,000
SCADA Replacement - Design			E-939	\$ 69,007				
SCADA Replacement - Installation			E-939		\$ 610,000	\$ 47,550	\$ 452,450	\$ 500,000
TECH Total				\$ 152,597	\$ 1,070,000	\$ 158,925	\$ 901,075	\$ 1,060,000
6. Public Safety/Emergency Response								
B. Water Storage								
Dunsmore/Pickens - Seismic Sensors			E-976	\$ 5,810				
D. Miscellaneous								
FEMA Local Hazard Mitigation Plan			M-1004		\$ 165,000	\$ 27,950	\$ 137,050	\$ 165,000
SF/ER Total				\$ 5,810	\$ 165,000	\$ 27,950	\$ 137,050	\$ 165,000
7. Facilities & Planning								
D. Reservoir Site Improvements								
Roof for Old Encinal - Storage Bldg					\$ 105,000	\$ -	\$ 105,000	\$ 105,000
F & P Total				\$ -	\$ 105,000	\$ -	\$ 105,000	\$ 105,000
Capital Improvement Projects - Total				\$ 2,563,438	\$ 5,000,000	\$ 501,087	\$ 4,839,917	\$ 5,341,004

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2
November 16, 2020

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: Advertise for Bids - New Emergency Electrical Generator at the La Granada Wastewater Lift Station, Project S-962

INFORMATION ITEM:

New Emergency Electrical Generator at the La Granada Wastewater Lift Station, Project S-962 – Consideration and motion to authorize the General Manager to advertise for bids for the installation of a new emergency electrical generator at the La Granada wastewater lift station with an engineer's estimate of \$136,000.

BACKGROUND:

CVWD has an existing wastewater lift station located at 1901 La Granada Way, next to Glenhaven Park and collects sewage for about 35 homes and pumps the sewage to CVWD's wastewater collection system. The wastewater lift station has a capacity of about 3,000 gallons and it typically runs about an hour a day to pump wastewater into the collection system.

In case of an emergency, such as loss of electrical power, the lift station can hold wastewater for about 2 – 5 hours, depending on the time of day or night, before it will overflow into the street. To reduce the risk of a sewer overflow, alarms have been set to alert the stand-by person and the Director of Operations, via text and phone of a potential overflow. However, there could be a time lag between when personnel are first alerted of the power outage to the time the portable emergency electrical generator is brought to the site, which could result in a sewer overflow.

Staff has been working on a project to install a permanent emergency electrical generator at this site with Cannon Corporation (Cannon). The design of the project is complete and ready to be advertised for bids.

DISCUSSION:

Staff held a community meeting on October 8, 2020 with the residents in the area. The residents voiced their concerns about the aesthetics of the lift station and the area surrounding the new generator. Cannon had prepared sketches that showed how the area will look after the installation of generator.

The residents requested that the rolling gate be relocated to the southside of the project, additional landscaping be put in to hide the fencing, and to add more plants around the existing building. Staff and Cannon revised the design and landscaping plans to incorporate these comments. As shown on the attached brochure, the rolling gate was eliminated, a 4-foot wide gate was added on the southside, plants were added to provide better screening of the fence and building and the fence on the northside was raised to ten-feet high to reduce the view of the building for the residents to the north.

Staff and Cannon sent out the new brochure, (see attached) and the residents have until December 2, 2020 to respond. If we receive any comments, they will be incorporated into the final design.

Maintenance Agreement:

As previously discussed, the City of La Canada Flintridge (LCF) has concerns about the lift station, since it is not located within the public right-of-way, but within Glenhaven Park, which is owned by LCF. The lift station was installed in 1985 and no records were found regarding any previous easement or agreement for the lift station with LCF. LCF prepared a draft agreement between CVWD and LCF for the maintenance and operations of the lift station that is being reviewed by CVWD's legal counsel. LCF also stated that construction cannot begin until the agreement is approved by CVWD's Board and LCF's City Council. Staff is planning to bring the agreement to either the 12/8/20 or 1/12/21 Board meeting for approval.

Project Schedule: Staff anticipates the following project schedule:

- November 24, 2020 – Advertise for Bids
- December 9, 2020 – Pre-Bid Meeting
- January 20, 2021 – Bid Opening

- January 26, 2021 – Award Contract
- February 2021 to April 2021 – Shop drawing approval and order and delivery emergency generator
- April 2021 to June 2021 – Construction

Project Costs:

Cannon has requested additional design service fees with respect to revising the sketches and brochure per public comments, coordination with LCF on plan review, providing legal description for the agreement, and revising the project design per public comments. Staff also requested that Cannon provide additional services during the bidding process, review and approval of shop drawings and providing final As-Built drawings as the design firm. As shown on the attached memo from Cannon, the request is for an additional \$35,000 for these services. Staff is planning to incorporate this request with the award of contract staff report at the 1/12/20 Board meeting.

Ms. Christina Olmedo will be the project manager, and staff will be requesting a proposal from Cannon to provide construction management and inspection services for field coordination and inspection. This request for services and associated costs will also be included in the award of contract staff report.

The construction cost estimate for the project is \$136,000, and the entire project costs including materials, soils engineering, construction administration, inspection services, and contingencies are estimated at \$331,600. Staff will be requesting a budget adjustment to transfer funds from the wastewater reserves for this project.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to advertise for bid for the project. Staff will advertise the project on the CVWD website, in the McGraw-Hill Dodge Construction News and send out plans to selected contractors.

FUNDING AVAILABILITY:

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

Account Description	Preliminary Costs
FY 20/21 Wastewater CIP Budget	\$175,000
Construction Estimate	(\$136,000)
10% contingency	(\$13,600)
Cannon - Design Services	(\$52,000)
Cannon - Additional Design Services	(\$35,000)
Estimate - Construction Management Services	(\$80,000)
Contact Administration & Misc. Costs	(\$15,000)
Construction /Design Cost - Total Cost Estimate	(\$331,600)
Request to Transfer funds from Wastewater Reserves	(\$158,000)
Amount Remaining in FY 20/21 Wastewater CIP	\$1,400

Prepared & Submitted by:

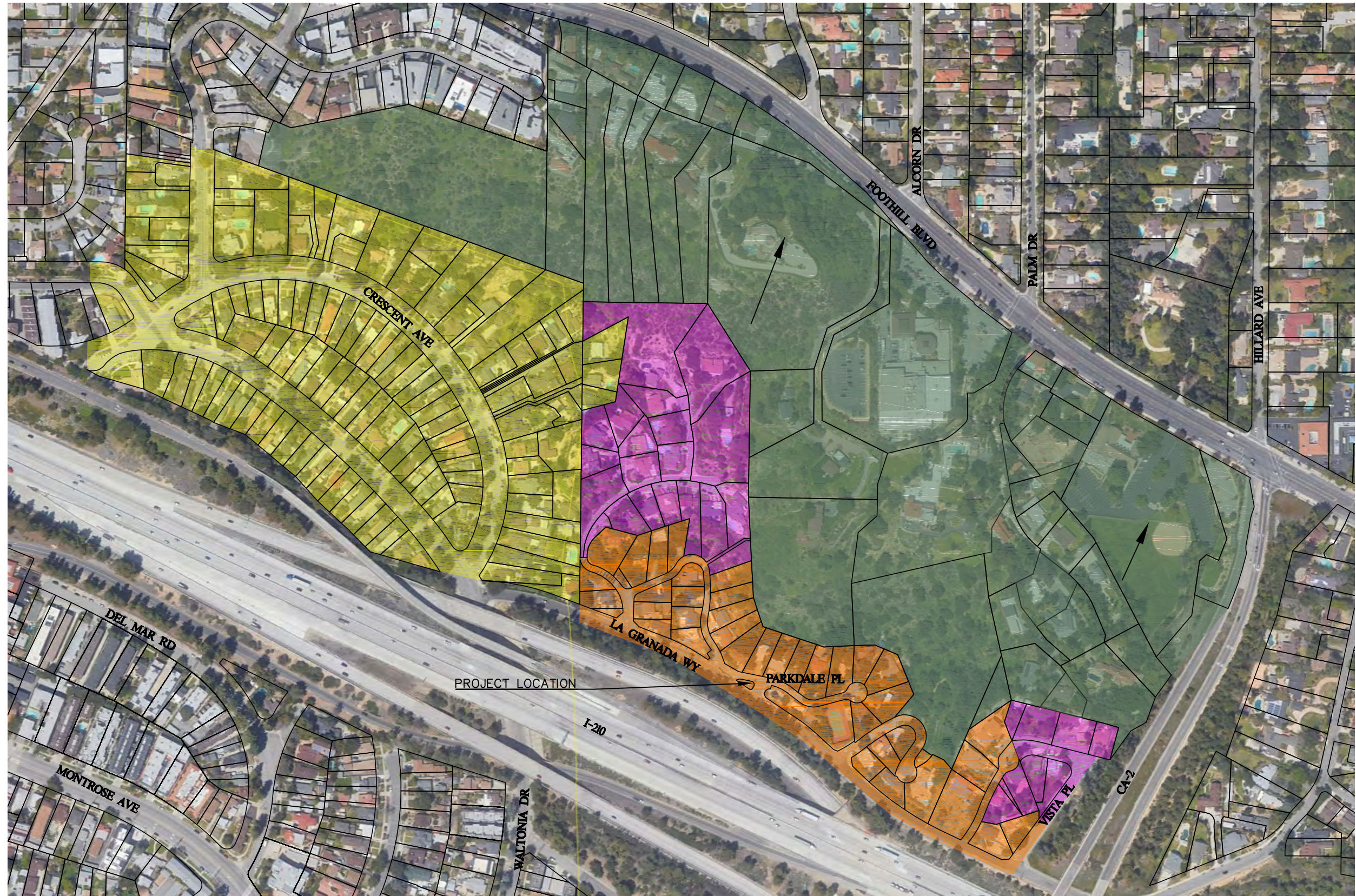


David S. Gould, P.E.
Director of Engineering

Attachments:

1. Updated Project Brochure
2. Cannon's request for additional services dated 11/2/20

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- LCF - NO SEWER
- CVWD TO LIFT STATION
- LCF - SEWER FLOW TO FOOTHILL
- CVWD

LA GRANADA SEWER LIFT STATION
INSTALLATION OF NEW EMERGENCY ELECTRICAL GENERATOR
SEWER SERVICE AREA





Project Description:

Crescenta Valley Water District (CVWD) places the greatest importance on the safety and well-being of residents and businesses being served by CVWD's sewer collection system in the City of La Canada Flintridge.

To maintain sewer service during a power outage, CVWD is installing an emergency electrical generator at the Wastewater Lift Station.

Currently, when power is lost, an emergency generator must be brought on-site by CVWD crews to keep the lift station in operation. In the time that it takes to get the portable emergency generator on-site, the wet well at the lift station could reach capacity, causing the sewer to overflow onto the street and into the storm drain system.

Installation of a new permanent electrical generator will keep the lift station operational during power outages so that the wastewater pumps remain in service.

About the Crescenta Valley Water District:

The mission of the Crescenta Valley Water District is to provide quality water and wastewater services to the Crescenta Valley community in a dependable and economically responsible manner.

In carrying out this mission, the District places special emphasis on delivering a high quality water supply and system reliability at the most reasonable cost to its ratepayers.

The District endeavors to promote conservation of its resources and to perform all operations in the most efficient manner to meet the needs of the community.

Construction Time Frame:

The project is scheduled to start in March 2021 and is estimated to be completed in May 2021. Schedule and dates are subject to change.



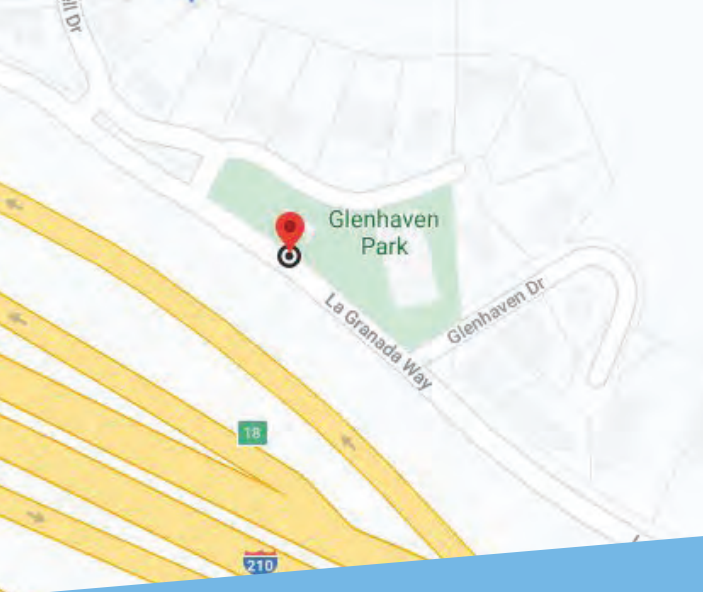
Contact:

2700 Foothill Blvd
La Crescenta, CA 91214
818-248-3925
customerservice@cvwd.com

FOLLOW-UP TO OCTOBER 8, 2020 COMMUNITY MEETING



La Granada Sewer Lift Station Installation of a New Emergency Electrical Generator



Community Meeting Outcome:

CVWD took your input from the October 8th Community Meeting and revised the plans for the installation of the Emergency Generator. The perspectives shown in this brochure reflect the revised plans.

Another Community Meeting will not be held. If you have additional comments please send them to the District office or email them to David Gould at DGould@CVWD.COM before December 2nd, 2020.



November 2, 2020

Mr. David S. Gould, P.E.
Director of Engineering
Crescenta Valley Water District
2700 Foothill Boulevard
La Crescenta, CA 91214

**PROJECT: LA GRANADA LIFT STATION – EMERGENCY ELECTRICAL GENERATOR, PROJECT S-962
ADDITIONAL SERVICE AGREEMENT NO. 2**

Dear Mr. Gould:

This Additional Service Agreement No. 2 (ASA 2) is for additional work required to meet the requirements of the City of La Canada Flintridge (City) and the property owners that are adjacent to the La Granada Lift Station. The additional requirement from the City included a legal description of the parcel of land where the La Granada Lift Station (Lift Station) is located and landscaping of the area around the Lift Station to screen the generator. A community meeting was held with the property owners on October 8, 2020 and they reviewed the perspectives for the screening of the generator. Their requirements included relocating the rolling access gate and replace with a fence as tall as the adjoining enclosure for the Lift Station.

This ASA includes Design Construction Support Services.

The scope of work is as follows:

1. Complete a legal description of the Parcel
 - a. The legal description will be based on existing legal documents and ground survey.
2. Plan Check Management
 - a. Incorporating requirements into the plan and specifications.
 - b. Submit to the City.
3. Public Outreach
 - a. One public outreach meeting has been held and we do not anticipate an additional outreach meeting. Cannon will prepare an updated brochure with new perspectives reflecting the requested changes. The revised brochure will be sent to the residences requested by Crescenta Valley Water District (CVWD). This area of the proposed mailing is a smaller area than the original mailing.
4. Design Changes due to City comments, adjoining residents, and CVWD
 - a. Provide a 10' 6" high fence on the north side of the site and 6' high fence on the remaining sides of the site. The fence will be an aluminum perforated metal.
 - b. Provide perspective drawings showing the site side views as previously completed and adding additional view on the southside.
 - c. Considering the review comments, Cannon will proceed to the Final Plans, Specifications, and Opinion of Probable Construction Cost.

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5. Bidding Period Services
 - a. Provide complete bid package for advertising in electronic form to interested contractors.
 - b. Respond to Request for Information (RFIs) during the bidding process. Issue addendums if required.
 - c. Review final bids and make recommendations to CVWD for award of the construction contract.
6. Design Construction Support Services
 - a. Participate in job walk with construction team(s) and attend meetings and site visits as requested by CVWD.
 - i. Attend a pre-construction meeting and job walk with the selected contractor, CVWD staff, and other appropriate utility agency representatives. This meeting will be an opportunity for thorough review of the project plans, compliance requirements, and construction schedule prior to the start of work. Cannon will also attend meetings as requested by CVWD, and prepare meeting minutes for an estimated construction period of four (4) months. At critical points of design, Cannon shall make site visits and attend the startup and testing phases.
 - b. Process RFIs and RFCs
 - i. The processing of five (5) total requests for information (RFIs) and requests for clarification (RFCs) are vital for keeping the project on schedule and to minimize Contractor claims for additional monies based on project delays.
 - ii. RFIs and RFCs received from the Contractor will be reviewed, and responses will be returned to the Contractor within seven working days, unless required otherwise.
 - c. Process Project Submittals and Operations and Maintenance Manuals
 - i. Cannon shall review a total of 10 Contractor submittals for completeness and approve them in compliance with project construction documents. Submittals will be distributed to each involved party. The final approved submittal will be identified, and one copy each of these submittals will be kept available at the project site.
 - d. Record Drawings
 - i. Utilizing as-built information and project revision documentation provided by the Contractor/CVWD, Cannon will prepare and submit project Record Drawings on permanent drawing medium (Mylar film). These plans will be based on the finalized construction documents and will incorporate the as-constructed survey data with changes made during the construction of the project for CVWD archiving and future reference purposes. Digital computer drawing files of the completed Record Drawings will be submitted to CVWD in AutoCAD format for CVWD's internal use.

The estimated schedule to complete the Scope of Work is within the next few weeks. The schedule is dependent on the responsiveness of the City.

Cannon will complete the above scope of work for items 1 through 5 on a time and material basis for an estimated fee of \$25,000 per the attached fee schedule. Cannon will complete the above scope of work for item 6 on a time and material basis for an estimated fee of \$10,000 per the attached fee schedule. The total request for this ASA 2 is \$35,000.

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The fees quoted in this proposal are valid for 60 days from this date and are based upon the current agreed upon fee schedule and California prevailing wages.
If you have any questions or comments, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Gary D. Roepke". The signature is fluid and cursive, with the first name "Gary" and last name "Roepke" clearly legible.

Gary D. Roepke, PE
Senior Principal Engineer, Public Infrastructure Division
C 48693