

CRESCENTA VALLEY WATER DISTRICT

**2700 Foothill Boulevard
La Crescenta, California**

**Agenda for the
Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on Tuesday, November 9, 2021, at 7:00 p.m.**

Posted: Friday, November 5, 2021, at 4:30 p.m.

AUDIO & VIDEO CONFERENCING NOTICE

[This meeting will be held by audio & video conference only.]

Under AB 361 and District Resolution No. 772, the District will continue to hold Board and Committee meetings by teleconference, due to the continuing State of Emergency for COVID-19 and the ongoing imminent risks to the health or safety of the attendees from COVID-19.

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: 836 8667 5721

Those members of the public who are able to and would like to additionally participate through computer may access the Zoom audio & video conferencing tool available at the following link:

<https://us02web.zoom.us/j/83686675721>

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Emailed comments will be sent to the Board of Directors prior to the meeting and posted on the District's website. Comments may be sent to Christy Colby, Regulatory and Public Affairs Manager, at (818) 248-3925 or customerservice@cvwd.com by 3pm on November 9, 2021.

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.

Any written materials distributed to the Board in connection with this agenda will be made available at the same time for public inspection at the District office located at the above address and posted on the District's website.

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

Public Comments

At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the subject matter jurisdiction of the Board. This opportunity is non-transferable, and speakers are limited to one three-minute (3) comment. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Adjourned Regular Board Meeting on October 26, 2021.
2. Consideration and approval for continuing to hold meetings by teleconference.

Action Calendar

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

1. **Steel Reservoir Rehabilitation at Edmund No. 2 Reservoir, Project E-1036**
 - a) Consideration and motion to authorize the General Manager to award a contract to the lowest bidder, J. Colon Coatings, Inc. for the rehabilitation of Edmund No. 2 Reservoir at a base cost of \$536,800, and alternative bid items totaling \$86,300, for a total cost of \$623,100.
 - b) Consideration and motion to authorize the General Manager to enter into an agreement with Harper & Associates Engineers, Inc. for Quality Control Inspection Services for the rehabilitation of Edmund No. 2 Reservoir at a cost not-to-exceed \$54,000.
2. **8-inch Water Main Replacement on the 3200 block of Alabama St., 4700 & 4800 blocks of Cheryl Ave., and 3300 block of Thelma St., Project E-1034** - Consideration and motion to authorize the General Manager to advertise for bids for the construction of 2,500 lineal feet of pipeline replacement on the 3200 block of Alabama St., 4700 & 4800 blocks of Cheryl Ave. and 3300 block of Thelma St with an engineer's estimate of \$713,650 and to find said project exempt from the provisions of CEQA.
3. **Professional Engineering Services for Design of a New Zone 7 to Zone 5 Pressure Reducing Station, Project D-21-G2** –
 - a) Reimbursement Agreement with Glendale Unified School District – Consideration motion to authorize the General Manager to enter into a Reimbursement Agreement with Glendale Unified School District (GUSD) for the installation of a new pressure reducing station and fire service for Clark Magnet High School;
 - b) Professional Engineering Services for Design of a New Zone 7 to Zone 5 Pressure Reducing Station, Project D-21-G2 - Consideration and motion to authorize the

General Manager to enter into a professional services agreement with MKN Engineering, Inc to provide professional engineering services for said project at a cost of \$69,589 and establish a contingency amount of \$6,960 (10% of contract) to cover the cost of unforeseen or additional work.

4. **JPIA Commitment to Excellence Program Application** – Consideration and motion for the Board to commit to the JPIA’s Commitment to Excellence risk mitigation and prevention program.
5. **Consideration and Motion to move the current Water Conservation Alert from Phase 2 “Green” to Phase 3 “Yellow”**

Information Items

Written Communications to District/Board of Directors

General Manager’s Report

Attorney Report

Reports of Committees

- Engineering Committee
- Finance Committee
- Employee Relations Committee
- Policy Committee
- Community Relations/Water Conservation Committee
- Emergency Planning Committee
- Technology Committee

Directors’ Oral Reports – Reports on issues, meetings, or activities attended by Directors.

Board Members’ Request for Future Agenda Items

Closed Session - none

Adjournment

CRESCENTA VALLEY WATER DISTRICT

ADJOURNED REGULAR MEETING, BOARD OF DIRECTORS

October 26, 2021

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Regular Meeting on October 12, 2021, an Adjourned Regular Meeting was held on October 26, 2021, at 7:00 p.m. through audio and video conference. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, due to the COVID-19 pandemic, with President Sharon S. Raghavachary presiding.

At roll call, the following Directors and staff members were online:

Directors:
Sharon S. Raghavachary
James D. Bodnar
Kerry D. Erickson
Ken R. Putnam
Judy L. Tejeda

Attorney: **Thomas Bunn**

General Manager: **Nem Ochoa**

Director of Finance & Administration: **James Lee**

Director of Operations & Engineering: **David Gould**

Staff Members:
Brook Yared, Engineering Manager
Arturo Montes, Finance & Administration Manager
Christy Colby, Regulatory & Public Affairs Manager
Wendy Holloway, Customer Service Manager
Darlene Telles, Operations & Maintenance Manager
Kellen Boyce, System & Operations Manager
Pam Leddy, Administrative Assistant

PLEDGE OF ALLEGIANCE

Director Erickson opened the meeting by leading the Directors and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Erickson, and carried by a 5-0 roll call vote that the Agenda for the Adjourned Regular Meeting of October 26, 2021, be adopted as presented.

AYES:
Director Raghavachary
Director Bodnar
Director Erickson
Director Putnam
Director Tejeda

NOES: **None**

PUBLIC COMMENTS – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – None

CONSENT CALENDAR

It was moved by Director Bodnar, seconded by Director Erickson, and carried by a 5-0 roll call vote to approve the Minutes of the Regular Board Meeting held on October 12, 2021, through audio and video conference, ratify the disbursements for September 2021 as presented and to reaffirm Resolution No. 772 to find that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees.

Payment of demands against the Crescenta Valley Water District on or before September 2021, the same having been approved by the General Manager, and heretofore paid, are to be ratified and approved subject to audit, in the aggregate sum of One Million, Thirty-Four Thousand, Eight-Hundred Ten Dollars and Six Cents (1,034,810.06), which is composed of the individual items set forth herein.

AYES: Director Raghavachary
 Director Bodnar
 Director Erickson
 Director Putnam
 Director Tejeda

NOES: None

ACTION CALENDAR

Resolution No. 769, Acceptance of Water Facilities at 2341 Montrose Ave., Project D-20-72 – Mr. Yared announced that Mr. Rouben Gourchounian, a developer, had approached CVWD staff for the construction of a new five (5) unit apartment building at 2314 Montrose Ave., which would require a new multi-meter manifold consisting of five (5) new water meters, a new irrigation service, and fire service. Mr. Yared further explained that staff worked with Mr. Gourchounian on the design of the multi-meter manifold and that Mr. Gourchounian would separately hire a private contractor which was approved by CVWD to perform the work. Mr. Yared stated that the developer has completed the work to the satisfaction of the District and requested that the Board authorize the General Manager to adopt Resolution No. 769 and accept the water facilities at 2341 Montrose Avenue.

Following discussion:

It was moved by Director Tejeda, seconded by Director Bodnar, and carried by a 5-0 roll call vote to adopt Resolution No. 769 to authorize the General Manager to accept the recently installed water facilities located at 2341 Montrose Avenue.

AYES: Director Raghavachary
 Director Bodnar
 Director Erickson

Director Putnam
Director Tejeda

NOES: None

8-inch Water Main Replacement on the 2800-3100 blocks of Los Olivos Ln., Project E-1033 – Mr. Yared announced that Staff and Tetra Tech Inc. have completed the design for the replacement of 3,400 lineal feet of pipeline on the 2800-3100 Blocks of Los Olivos Lane, Project E-1033 with an engineer's estimate of \$1,138,300. Mr. Yared stated that this project represents approximately 58% of the pipeline planned to be replaced as part of the District's FY 21/22 water main replacement program. Mr. Yared requested authorization to advertise for bids for the project, which will be advertised in the McGraw Hill Dodge Construction News, and plans will be sent to selected contractors.

Following discussion:

It was moved by Director Erickson, seconded by Director Tejeda, and carried by 5-0 roll call vote to authorize the General Manager to advertise for bids for the construction of 3,400 lineal feet of pipeline replacement on the 2800-3100 blocks of Los Olivos Lane with an engineer's estimate of \$1,138,300 and to find said project exempt from CEQA.

AYES: Director Raghavachary
Director Bodnar
Director Erickson
Director Putnam
Director Tejeda

NOES: None

Resolution No. 773 – Mr. Gould presented Resolution No. 773 to authorize the adoption of the District's Local Hazard Mitigation Plan. Mr. Gould confirmed that adoption of Resolution No. 773 would make CVWD will be eligible to apply for grants under the U.S. Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) grant program. Mr. Gould stated that there will be \$56 million available, with a maximum amount of \$1 million per applicant, and the cost-sharing portion would be 75% federal/25% local for any grant. Mr. Gould indicated that staff is planning to purchase four (4) new portable emergency electrical generators at an estimated cost of \$500,000, with the District share to be approximately \$125,000.

Following discussion:

It was moved by Director Bodnar, seconded by Director Tejeda, and carried by 5-0 roll call vote to adopt Resolution No. 773 for the adoption of the Crescenta Valley Water District's Local Hazard Mitigation Plan, Project M-1004.

AYES: Director Raghavachary
Director Bodnar
Director Erickson
Director Putnam

Director Tejeda

NOES: None

Resolution No. 774 – Mr. Gould announced that the U.S. Bureau of Reclamation (USBR) is making funding available through its WaterSMART Program for Water and Energy Efficiency. Mr. Gould stated that Staff and its consultant, John Robinson Consulting (JRC), are working on submitting two (2) USBR grant applications that will include the installation of the water meter “smart points”, new meter box lids, and connection to continue with the implementation of CVWD’s AMI system. Mr. Gould noted that USBR is requesting that the Board of Directors approve a resolution to 1) appoint a person with legal authority, 2) indicate that there are sufficient funds available, and 3) meet deadlines established in the attached grant agreement.

Following discussion:

It was moved by Director Erickson, seconded by Director Tejeda, and carried by 5-0 roll call vote to adopt Resolution No. 774 regarding an application for grant funding from the U.S. Bureau of Reclamation, Water and Energy Efficiency Grant for Advanced Metering Infrastructure, Project E-1041.

**AYES: Director Raghavachary
 Director Bodnar
 Director Erickson
 Director Putnam
 Director Tejeda**

NOES: None

First Quarter Financials – Mr. Montes presented an overview of the District’s First Quarter Budget Report on revenues and expenditures for the first quarter ending September 30, 2021. Mr. Montes noted that the revenues and expenses are tracking well and provided highlights of budgeted vs. actuals for each department.

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – No report

GENERAL MANAGER – Mr. Ochoa announced that CVWD will be hosting the 4th Annual Chili Cook-off on Thursday, October 28th at the Glenwood Plant. Mr. Ochoa confirmed that eight (8) high school students from Crescenta Valley High School and Clark Magnet School have completed applications for the High School Student Career Development Program which will begin in November. Mr. Lee provided highlights of the Finance & Administration Report for September 2021.

ATTORNEY – No report

REPORTS OF PERSONNEL – None

REPORTS OF COMMITTEES

Engineering Committee – Director Raghavachary reported that the Committee had met on October 19, 2021. An audio/video conference meeting is scheduled on November 16, 2021.

Finance Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Employee Relations Committee – Director Bodnar reported that the Committee had not met; however, an audio/video conference will be scheduled as needed.

Policy Committee – Director Putnam reported that the Committee had not met; however, an audio/video conference will be scheduled as needed.

Community Relations/Water Conservation Committee – Director Erickson reported that the Committee had not met; however, an audio/video conference will be scheduled as needed.

Emergency Planning Committee – Director Tejeda reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Technology Committee – Director Erickson reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Executive Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

DIRECTORS' ORAL REPORTS

Director Raghavachary – No report

Director Bodnar – No report

Director Erickson – No report

Director Putnam – No report

Director Tejeda – No report

BOARD MEMBERS' REQUESTS FOR FUTURE AGENDA ITEMS – Director Bodnar requested an agenda item to discuss topics of the Metropolitan Water District's (MWD) meeting to be held on November 9, 2021.

CLOSED SESSION – None

ADJOURNMENT

There being no other business to come before the Board, at 7:42 p.m., the meeting was adjourned to November 9, 2021, at 7:00 p.m.

APPROVED

Sharon S. Raghavachary
President

James Lee
Director of Finance & Administration

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS – STAFF REPORT

To: Honorable President and Members of the Board of Directors
From: Thomas Bunn – General Counsel
Subject: **Approve continuation of remote meetings as described in AB 361 and make required findings**

DISCUSSION :

At the September 28, 2021 Board meeting, pursuant to AB 361, the Board of Directors adopted Resolution No. 772, which authorized the Board to continue to have remote meetings based upon the continued state of emergency for COVID-19, and made findings that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees. In order to continue to have remote meetings, AB 361 requires that the Board reaffirm one or both of those findings within 30 days after the first remote meeting, and every 30 days thereafter, provided that a state of emergency continues to be in place.

At the time this report was prepared, there is a continued state of emergency for COVID-19. This item is on the agenda for the Board to consider whether to reaffirm the resolution and make the required findings to continue to have remote meetings for an additional 30 days. The resolution authorizes the Board to extend the resolution by motion.

FINANCIAL CONSIDERATIONS

None.

RECOMMENDATION

The Board of Directors reaffirm Resolution No. 772 and find that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1

November 9, 2021

To: Honorable President and Members of the Board of Directors
From: Brook Yared, M.S., P.E. – Engineering Manager
Subject: Award of Contract - Steel Reservoir Rehabilitation - Edmund No. 2 Reservoir, Project E-1036

ACTION ITEM:

Steel Reservoir Rehabilitation at Edmund No. 2 Reservoir, Project E-1036

- a) Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder, J. Colon Coatings, Inc. for the rehabilitation of Edmund No. 2 Reservoir at a base cost of \$536,800, and alternative bid items totaling \$86,300, for a total cost of \$623,100.
- b) Consideration and motion to authorize the General Manager to enter into an agreement with Harper & Associates Engineers, Inc for Quality Control Inspection Services for the rehabilitation of Edmund No. 2 Reservoir at a cost not-to-exceed \$54,000.

BACKGROUND:

Crescenta Valley Water District (CVWD) owns a 0.5 MG steel tank that was built in 1966 at its Edmund No. 2 Reservoir site located at the intersection of Ridgepine Dr. and Pine Glen Rd. In 1996, an assessment was performed by Harper & Associates Engineering, Inc. (Harper) of the Edmund No. 2 Reservoir, and it was determined that the Edmund No. 2 Reservoir needed to be re-coated to extend the life of the steel tank.

- In 1998, Edmund No.2 was re-coated and seismic structural upgrades were installed.
- In 2006, Edmund No.2 was inspected, it was discovered that there was advanced corrosion on the interior surface between the water line and the top of the roof.
- In 2011, Edmund No.2 was inspected as part of CVWD's reservoir maintenance program, and it was discovered that the advanced corrosion had increased since 2006.
- In 2013, Edmund No.2 was inspected again, and the advanced corrosion had further spread through the rafters. Edmund No.2 was added to the list of reservoirs that need to be re-coated as part of the annual CIP program.
- In 2020, Harper inspected Edmund No.2 as part of the design work required prior to developing plans and specifications (see photos).



DISCUSSION:

Bid Proposal:

On September 14, 2021, the Board authorized the General Manager to advertise for bids for the subject project. A mandatory pre-bid meeting was held on October 13, 2021, which was attended by three (3) contractors. CVWD specifications indicate that only contractors who attend this meeting are allowed to bid on the project.

On October 27, 2021, at 2:00 PM, the District opened and read the following bid proposals for this project:

	<u>Bidder</u>	<u>Total Bid Amount</u>
Low	J. Colon Coatings, Inc.	\$623,100
2	AMP Untied, LLC	\$747,952
3	Premier Tank, Inc.	--

J. Colon Coatings, Inc. was the apparent low bidder at a total cost of \$623,100, which includes alternative bids items as shown in the attached bid summary. The bid was 5.6%, or \$33,100, higher than the engineers cost estimate of \$590,000.

November 9, 2021

In 2018, staff worked with J. Colon Coatings, Inc. rehabilitating the steel reservoir at Markridge reservoir site. J. Colon Coatings, Inc. has also worked at other agencies throughout California such as Kern County Water Agency, East Valley Water District, and City of Santa Cruz over the last five (5) years. Staff contacted their references, and the consensus was that J. Colon Coatings, Inc. is capable of performing the work. The majority of the references indicated that J Colon performance was within the project schedule and change orders were minimal.

Quality Control Inspection Services:

Staff requested a proposal from Harper & Associates Engineers, Inc (Harper) to provide quality control inspection services for structural modifications, existing coating, removal and re-coating of the interior and exterior reservoir surfaces, and installation of a new cathodic protection system, for a total of \$54,000.

RECOMMENDATION:

Staff's recommendation is to award the contract for the subject project to the lowest responsible bidder, J. Colon Coatings, Inc. for the Steel Reservoir Rehabilitation at Edmund No. 2 Reservoir at a cost of \$623,100. Staff has been recommending in previous construction projects to include a 10% contingency for unforeseen or extra work. The bid proposal for this project included alternative bid items for work items that typically are extra work during a rehabilitation of a steel tank. Staff has included the alternative bid items in the overall cost in lieu of the 10% contingency.

Staff also recommends awarding a contract to Harper for specialty quality control inspection for installation of the structural upgrades, re-coating process for the interior of the reservoir and installation of the cathodic protection system.

Christina Olmedo will be the project manager and Harper will provide quality control inspection services. CVWD Staff will provide daily inspection and construction administration. It is anticipated that construction will start in December 2021 that should take about four (4) months to complete with an expected completion date of April 2022. In addition, staff will have a community meeting with the local residents before the beginning of construction.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

There are sufficient funds available in the FY 21/22 CIP Budget and in the following account for the project:

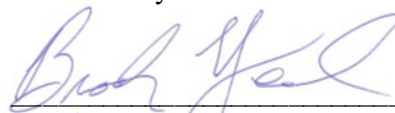
Account Description	Amount
FY 21/22 Water CIP– Water Storage	\$616,900
Preliminary Cost Estimate for Contractor	<\$623,100>
Specialty Quality Control Inspection Services	<\$54,000>
Total Cost Estimate	<\$677,100>
Transfer funds within FY 21/22 CIP	\$60,200
Amount Remaining in Water CIP – Water Storage	\$0

Prepared by:



Christina Kopelman
Assistant Engineer

Submitted by:


Brook Yared, P.E.
Engineering Manager

Attachments:

1. Bid Summary

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AC.docx

CRESCENTA VALLEY WATER DISTRICT											
Title: Edmund No. 2 Reservoir Rehabilitation, Project E-1036				Page 1 of 2							
E-Job No: Project E-1036				BID LOCATION: 2700 Foothill Blvd. La Crescenta, CA 91214							
Engineer's Estimate: \$590,000				TIME: 2:00 PM							
Project Manager: Christina Olmedo				DATE: 10/27/2021							
				BY: CO CHECKED By: DSG							
ITEM	Rosemont Reservoir- DESCRIPTION	QUANTITY		Engineers Estimate		J. Colon Coatings Inc.		AMP United LLC		Premier Tank Inc.	
				UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Interior Coating: Furnish all labor, materials, and equipment to prepare surfaces and coat interior with 100% solids epoxy coatings, in accordance with the specifications.	1	LS	\$175,000.00	\$175,000.00	\$243,400.00	\$243,400.00	\$275,560.00	\$275,560.00		\$0.00
2	Disinfection: Furnish all labor, materials, and equipment to prepare surfaces and disinfect interior.	1	LS	\$7,000.00	\$7,000.00	\$2,500.00	\$2,500.00	\$10,500.00	\$10,500.00		\$0.00
3	Exterior Painting: Furnish all labor, materials, and equipment to prepare designated exterior surfaces and paint all exterior surfaces with an epoxy/urethane paint system, in accordance with the specifications.	1	LS	\$80,000.00	\$80,000.00	\$140,200.00	\$140,200.00	\$130,877.00	\$130,877.00		\$0.00
4	Interior Caulking: Furnish all labor, materials, and equipment to caulk all designated voids on the interior surfaces in accordance with the specifications.	1	LS	\$8,500.00	\$8,500.00	\$2,500.00	\$2,500.00	\$5,800.00	\$5,800.00		\$0.00
5	Roof Hatch: Furnish all labor, materials, and equipment to remove the existing roof hatch and furnish and install new 36”x36” roof hatch, in accordance with the specifications and plans.	1	LS	\$9,500.00	\$9,500.00	\$4,500.00	\$4,500.00	\$4,400.00	\$4,400.00		\$0.00
6	Center & Auxiliary Vent Screen: Furnish all labor, materials and equipment to remove and dispose of the existing vent screen and install a new aluminum screen, in accordance with the plans and specifications.	1	LS	\$10,500.00	\$10,500.00	\$9,600.00	\$9,600.00	\$1,400.00	\$1,400.00		\$0.00
7	Auxiliary Vents: Furnish all labor, materials, and equipment to furnish and install two new auxiliary vents, in accordance with the plans and specifications.	1	LS	\$15,000.00	\$15,000.00	\$7,300.00	\$7,300.00	\$9,500.00	\$9,500.00		\$0.00
8	Auxiliary Vent Fans: Furnish all labor, materials, and equipment to furnish and install vent fans, solar panels, conduit, junction box, and wiring on existing and new vents including modify the existing vent, in accordance with the plans.	1	LS	\$21,000.00	\$21,000.00	\$3,900.00	\$3,900.00	\$4,400.00	\$4,400.00		\$0.00
9	Lateral Braces: Furnish all labor, materials and equipment to remove the existing tie-rods and furnish and install new lateral braces, in accordance with the plans and specifications.	1	LS	\$14,500.00	\$14,500.00	\$16,900.00	\$16,900.00	\$11,880.0	\$11,880.00		\$0.00
10	Interior Ladder: Furnish all labor, materials, and equipment to relocate the interior ladder to the new hatch and remove and dispose of existing Saf-T-Climb, in accordance with the plans and specifications.	1	LS	\$14,000.00	\$14,000.00	\$2,800.00	\$2,800.00	\$2,500.00	\$2,500.00		\$0.00
11	Interior Saf-T-Climb: Furnish all labor, materials, and equipment to furnish and install a galvanized Saf-T-Climb fall prevention device on the interior ladder including dismount section, harness, and sleeve.	1	LS	\$17,000.00	\$17,000.00	\$2,800.00	\$2,800.00	\$8,200.00	\$8,200.00		\$0.00
12	Fall Restraint System: Furnish all labor, materials, and equipment to furnish and install fall restraint stainless steel cables, attachments, and necessary mounting hardware on the roof in accordance with the plans.	1	LS	\$7,500.00	\$7,500.00	\$3,900.00	\$3,900.00	\$6,110.00	\$6,110.00		\$0.00
13	Stairway: Furnish all labor, materials, and equipment to remove the existing exterior ladder and furnish and install a new stairway with concrete pad, in accordance with the plans and specifications.	1	LS	\$65,000.00	\$65,000.00	\$50,600.00	\$50,600.00	\$85,910.00	\$85,910.00		\$0.00

ITEM	Rosemont Reservoir- DESCRIPTION	QUANTITY		Engineers Estimate		J. Colon Coatings Inc.		AMP United LLC		Premier Tank Inc.	
				UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
14	Guardrailing: Remove guardrails and fabricate and install guardrailing, in accordance with the plans and specifications.	1	LS	\$15,000.00	\$15,000.00	\$7,300.00	\$7,300.00	\$6,400.00	\$6,400.00		\$0.00
15	Sample Ports: Furnish and install a two (2) 1 ¼” nozzle, in accordance with the plans.	1	LS	\$7,500.00	\$7,500.00	\$3,900.00	\$3,900.00	\$2,800.00	\$2,800.00		\$0.00
16	Liquid Level Indicator: Remove the existing liquid level indicator gauge board. Furnish and install new liquid level indicator half travel gauge board.	1	LS	\$9,000.00	\$9,000.00	\$5,600.00	\$5,600.00	\$8,830.00	\$8,830.00		\$0.00
17	Cathodic Protection: Furnish all labor, materials, and equipment to remove and dispose of the existing system and furnish and install a galvanic cathodic protection system in accordance with the specifications.	1	LS	\$14,500.00	\$14,500.00	\$11,600.00	\$11,600.00	\$14,375.00	\$14,375.00		\$0.00
18	Overflow: Furnish all labor, materials, and equipment to modify existing overflow pipe to install an air break, in accordance with the plans and specifications.	1	LS	\$9,000.00	\$9,000.00	\$9,600.00	\$9,600.00	\$11,250.00	\$11,250.00		\$0.00
19	Existing Sample Ports: Furnish and install corporation stops on two (2) existing corroded sample ports.	1	LS	\$4,100.00	\$4,100.00	\$2,300.00	\$2,300.00	\$1,070.00	\$1,070.00		\$0.00
20	Roof Ports: Remove two (2) existing roof ports and seal weld patch plates over the holes in accordance with the plans.	1	LS	\$14,000.00	\$14,000.00	\$5,600.00	\$5,600.00	\$3,480.00	\$3,480.00		\$0.00
Edmund No. 2 Reservoir - Total - Bid Items 1 - 20					\$517,600.00		\$536,800.00		\$605,242.00		\$0.00
Alternaive Bid Items				Engineers Estimate		J. Colon Coatings Inc.		AMP United LLC		Premier Tank Inc.	
21	Dehumidification: Furnish all labor, materials, and equipment to use dehumidification system for interior work, including curing of coatings, in accordance with the specifications.	6	wks	\$2,000.00	\$12,000.00	\$1,200.00	\$7,200.00	\$5,600.00	\$33,600.00		\$0.00
22	Pit/Perforation Treatment: Furnish all labor, material, and equipment to fill pits or weld plates over pitted or corroded areas, as determined necessary by the Engineer.	16	Crew Hour	\$200.00	\$3,200.00	\$400.00	\$6,400.00	\$648.13	\$10,370.00		\$0.00
23	Grinding: Furnish all labor, materials, and equipment to grind smooth sharp edges of the rafter and girder flanges, as determined necessary by the Engineer.	16	Crew Hour	\$200.00	\$3,200.00	\$300.00	\$4,800.00	\$325.00	\$5,200.00		\$0.00
24	Inspection Spot Blasting: Furnish all labor, materials, and equipment to abrasively blast clean severely corroded surfaces, as determined necessary by the Engineer.	8	Crew hrs.	\$300.00	\$2,400.00	\$500.00	\$4,000.00	\$662.50	\$5,300.00		\$0.00
25	Rafter Replacement: Furnish all labor, materials, and equipment to remove the existing rafters and furnish and install new rafters in like-kind, as determined necessary by the Engineer.	30	EA	\$1,500.00	\$45,000.00	\$1,850.00	\$55,500.00	\$2,780.00	\$83,400.00		\$0.00
26	Auxiliary Vent: Furnish all labor, materials, and equipment to replace existing auxiliary vent with new vent, as determined necessary by the Engineer.	1	LS	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$3,880.00	\$3,880.00		\$0.00
27	Nuts and Bolts: Furnish all labor, materials, and equipment to replace existing nuts and bolts at the structural connections, as determined necessary by the Engineer. Each is based on a set of two bolts per connection.	30	EA	\$20.00	\$600.00	\$80.00	\$2,400.00	\$32.00	\$960.00		\$0.00
Total - Alternative Bid Items 21- 27					\$72,400.00		\$86,300.0		\$142,710.00		\$0.00
Total - Bid Items 1 - 27				EE	\$590,000	LOW	\$623,100	2ND	\$747,952	3RD	\$0

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2

November 9, 2021

To: Honorable President and Members of the Board of Directors
From: Brook Yared, M.S., P.E. – Engineering Manager
Subject: **Advertise for Bids - Water Main Replacement on the 3200 block of Alabama St., 4700 & 4800 blocks of Cheryl Ave. and 3300 block of Thelma St., Project E-1034**

ACTION ITEM:

8-inch Water Main Replacement on the 3200 block of Alabama St., 4700 & 4800 blocks of Cheryl Ave. and 3300 Block of Thelma St., Project E-1034 – Consideration and motion to authorize the General Manager to advertise for bids for the construction of 2,500 lineal feet of pipeline replacement on the 3200 block of Alabama St., 4700 & 4800 blocks of Cheryl Ave. and 3300 block of Thelma St. with an engineer's estimate of \$713,650 and to find said project exempt from the provisions of CEQA.

BACKGROUND:

The Annual Water Main Replacement projects for FY 21/22 consist of the installation of approximately 5,900 feet of water main pipelines at various locations throughout the District. The replacement is in accordance with the District's long-term replacement/upgrade plan, due to age, condition and capacity demands. The District's goal is to replace a minimum of 5,280 linear feet (1 mile) of pipeline, which is 50 years or older, per year for the next 10-years. The pipelines planned to be replaced this fiscal year are on the 2800-3100 blocks of Los Olivos Ln., Project E-1033 (3400 LF) and on the 3200-3300 blocks of Alabama St., Cheryl Ave. and Thelma St., Project E-1034 (2500 LF).

Project E-1034 (see project location map) will replace 4-inch and 6-inch diameter steel pipes with new 8-inch diameter cement lined and coated steel pipe. The total amount of pipeline to be replaced will be 2,500 linear feet, representing about 42% of the pipeline planned to be replaced this year.

DISCUSSION:

Staff and Tetra tech Inc. have completed the design of the projects, and plans have been submitted to the City of Glendale for excavation permit review and approval. Staff has also applied for a Department of Drinking Water Waiver permit since a portion of the project will cross or run parallel to sanitary sewer pipe with less than the minimum 10-foot separation requirement. Staff anticipates receiving permit approvals prior to the bid opening date.

The anticipated Project schedule is as follows:

- 12/03/21 – End Public Advertising for Bids
- 12/7/21 – Pre-Bid Meeting
- 12/16/21 – Bid Opening
- 01/11/22 – Award Contract
- February 2022 to June 2022 – Construction Phase

Mrs. Christina Kopelman will be the project manager, and construction management services will be selected at a later date to provide field coordination and inspection. The construction cost estimate for the project is \$713,650, the entire project costs including materials, soils engineering, proposal advertising, staff engineering, inspection services, and contingencies are estimated at \$1,063,140.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to advertise for bids for the project. Staff will periodically advertise the project in the McGraw-Hill Dodge Construction News between 11/15-12/3, 2021 and will send out plans to selected contractors.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

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

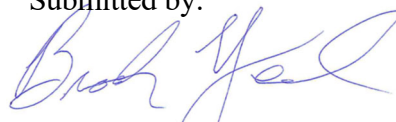
Account Description	Amount
FY 21/22 Water CIP– Water Distribution Pipeline Replacement	\$2,600,000
Project E-1033 Total Cost Estimate	<\$1,589,100>
Project E-1034 Engineer's Cost Estimate for Contractor	<\$713,650>
Project E-1034 Additional costs such as material purchase by CVWD, soils engineer, engineering design & inspection labor costs & contingency	<\$349,490>
Total Cost Estimate for Project E-1034	<\$1,063,140>
Total Cost Estimate for Project E-1033 and E-1034	<\$2,652,240>
Amount Remaining in Water CIP – Distribution System	<\$52,240>

Prepared by:



Christina Kopelman
Assistant Engineer

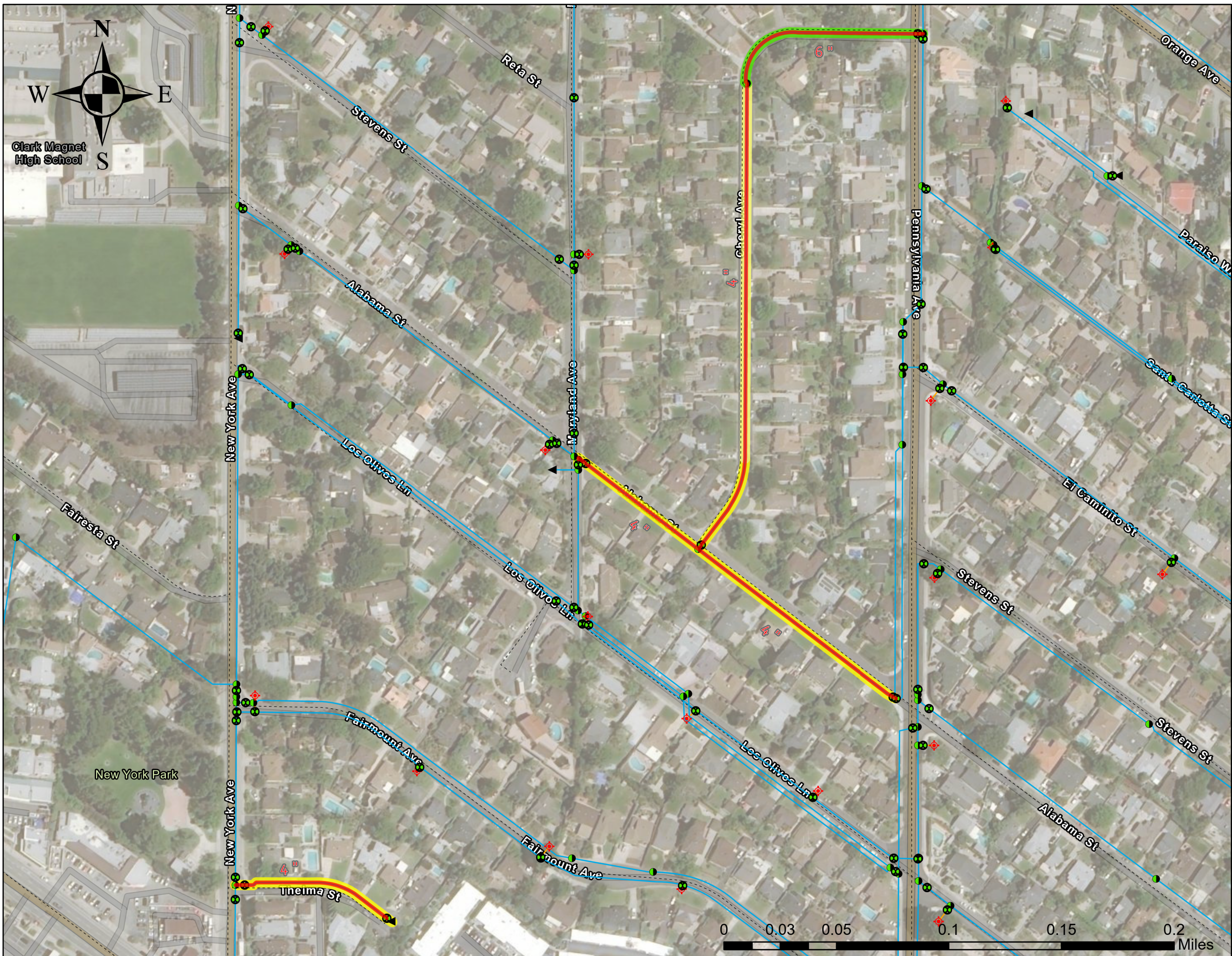
Submitted by:



Brook Yared, P.E.
Engineering Manager

Attachments:

1. Project Location Map Project E-1034



Path: R:\GIS Geo Database\CVWD GIS Publish\layout.aprx

Legend [Attachment](#)

- Existing System:
- wwell
 - wvalve
 - wnetstr
 - whyd
 - wfitting
 - wcvalve
 - wmain
 - wlatline
 - StreetCenterline

Existing Pipe Material: Bare Steel

- Proposed Construction:
- 4-inch Pipeline to be Replaced
 - 6-inch Pipeline to be Replaced
- Total Length: 2,400 ft
Diameter: 8"
Material: CML X CMC 10 ga. Steel

Year 2 - FY 21/22
Project 2
Pipeline Replacement



Crescenta Valley Water District

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Action Item No. 3
November 9, 2021

To: Engineering Committee
From: Brook Yared, M.S., P.E. – Engineering Manager
Subject: **Discussion** – Professional Engineering Services for Design of a New Zone 7 to Zone 5 Pressure Reducing Station, Project D-21-G2

ACTION ITEM:

- a) **Reimbursement Agreement with Glendale Unified School District** – Consideration and motion to authorize the General Manager to enter into a Reimbursement Agreement with Glendale Unified School District (GUSD) for the installation of a new pressure reducing station and fire service for Clark Magnet High School.
- b) **Professional Engineering Services for Design of a New Zone 7 to Zone 5 Pressure Reducing Station, Project D-21-G2** - Consideration and motion to authorize the General Manager to enter into a professional services agreement with MKN Engineering, Inc to provide professional engineering services for said project at a cost of \$69,589 and establish a contingency amount of \$6,960 (10% of contract) to cover the cost of unforeseen or additional work.

BACKGROUND:

Crescenta Valley Water District (CVWD) has been assisting Glendale Unified School District's (GUSD) on the construction of a new building at Anderson W. Clark Magnet High School (Clark) and the installation of a new fire service line. During the planning process and as requested by GUSD's design team, CVWD investigated the possibility of providing fire service protection to the new building and found that a critical portion of the existing water distribution system in the area could not provide adequate water pressure and flow for fire protection.

Staff utilized CVWD's water hydraulic model (model) to determine the best course of action to improve the water system to meet GUSD's fire service needs. The model showed that by performing the following improvements, there should be sufficient increase in water supply and pressure in the area to meet the fire flow requirements:

- Installation of approximately 275 linear feet of 8-inch water main on Cloudsdale Ave, which will connect to the existing 8-inch main on Santa Carlotta.
- Installation of a new Pressure Reducing Station that will connect Zone 7 to Zone 5 on Cloudsdale Ave.

The water main extension would provide a new connection between CVWD's zones 5 and 7 and should remedy the insufficient fire protection for the proposed development per CVWD's model.

GUSD also requested that the new fire service/pressure station be installed by the Summer of 2022. For CVWD to meet the accelerated schedule requested along with a full CIP budget, staff will need the assistance of a consulting engineering firm to review and prepare design plans and specifications for the installation of the new pressure reducing station, fire service, water main and appurtenances.

As part of CVWD's rules & regulations, any new development that requires upgrades to CVWD's system, the developer for this project, GUSD, is required to cover the costs of these improvements and that has been reflected in the attached Reimbursement Agreement.

DISCUSSION:

Reimbursement Agreement:

Staff seeks to enter into a Reimbursement Agreement with GUSD to ensure that CVWD will be reimbursed for costs for the work after the project is completed. These costs include design services, inspection, services, materials, and construction costs with an estimated total cost of \$380,000. This will be one of the larger projects CVWD has worked on with GUSD. As part of the discussion with GUSD, they requested that staff and the Board consider sharing in some of the costs for this project as there will be benefits to the District. Staff reviewed the following potential benefits to CVWD:

- Increased reliability in Zone 5 should Markridge Reservoir or Eagle Canyon Reservoir need to be removed from service as additional water could be used from Zone 7.
- Additional water supply and enhanced fire protection in Zone 5 with the addition of 0.5 MG of capacity from Dunsmore Reservoir in Zone 7.

The District will continue to evaluate whether the sum of benefits will cause the District to contribute costs to the project. As of now, the Reimbursement Agreement assumes GUSD will incur 100% of costs related to design and construction, and they have agreed to move forward with the agreement and work to expedite the project.

Design Services:

On July 29, 2021, staff sent out a request for proposal (RFP) to six (6) consulting engineering firms to prepare design plans and specifications for the proposed project. Each firm has prior experience with the design of multifaceted water infrastructure projects. Attached for your reference is the RFP that includes the scope of work and other project parameters.

On August 12, 2021, staff held a pre-proposal web conference with the consulting firms and provided information about CVWD, the scope of work and proposed project schedule. The proposals were due by the consultants on August 27, 2021, and CVWD received four (4) proposals.

Staff reviewed each proposal and ranked them in accordance with the following categories and weighted percentages: 1) Proposal, Project Concept & Scope of Work– 30%, 2) Previous work experience – 30%, 3) Expertise of project staff on similar projects – 20%, 4) Coordination with agencies – 10%, and 5) Costs of service – 10%. The final proposal ranking was then sent to GUSD for their review and approval on September 15, 2021.

Staff reviewed the proposals with GUSD, and GUSD determined that they would like to use MKN Associates, Inc (MKN). While MKN's proposal was not the highest ranked consultant, as shown on the attached consultant ranking table, they were cost competitive and demonstrated their ability to complete the scope of work in their proposal.

RECOMMENDATION:

It is staff's recommendation the following to the Board of Directors:

- a) Authorize the General Manager to enter into a Reimbursement Agreement with Glendale Unified School District (GUSD) for the reimbursement of costs for the installation of a new pressure reducing station and fire service for Clark Magnet High School.
- b) Authorize the General Manager to enter into an agreement with MKN Engineering to provide professional engineering services for said project at a cost of \$69,589 and establish a contingency amount of \$6,960 (10% of contract) to cover the cost of unforeseen or additional work.

ENVIRONMENTAL REVIEW:
Pending Design Contract with MKN.

FUNDING AVAILABILITY:

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

Account Description	Amount
FY 21/22 Budget – No Funding Available	-
Project D-21-G2 – Design and Consulting Services	<\$69,600>
Project D-21-G2 – Materials Construction and Inspection Services	<\$310,400>
Project D-21-G2 – Total Cost Estimate	<\$380,000>
Amount Needed from Reserves – Distribution System	\$380,000

Prepared by:



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

Submitted by:



Brook Yared, M.S., P.E.
Engineering Manager

Attachments:

1. Project Location Map
2. Request for Proposal
3. Consultant Ranking Table
4. Reimbursement Agreement



Legend

Existing System:

- wsvalve
- whyd
- wmain
- wlatline
- StreetCenterline

New 8-inch CMC x CML Steel Water Main

New Pressure Reducing Station w/ New H2O Vault

New Fire Service per CVWD Std Dwg 40-03 to service Clark Magnet High School

D-21-G2
Clark Magnet High School

Crescenta Valley Water District



REQUEST FOR PROPOSAL

PROFESSIONAL ENGINEERING SERVICES FOR INSTALLATION OF A NEW ZONE 7 TO ZONE 5 PRESSURE REDUCING STATION, PROJECT D-21-G2

PROPOSAL DUE DATE: August 27, 2021

INTRODUCTION:

The City of Glendale has requested that the Crescenta Valley Water District (CVWD) construct a new fire service and pressure reducing station (PRS) for the addition of a new robotics lab at Clarke Magnet High School. The new pressure reducing station shall be located on the Southeast corner of the intersection of Santa Carlotta St. and Cloudsdale Ave. The school is constructing a new robotics lab and there is not sufficient fire protection in the area to allow for this construction without with the new PRS being constructed. In addition, new steel pipeline that connects the upper and lower zones to the new PRS will need to be constructed along with a new vault and electrical/telemetry equipment for the operation and monitoring of the site. The PRS would be a new source of water for Zone 5 that provides additional support during times of high demand, such as for fire protection.

CVWD needs to get the PRS installed and back into service before the 22/23 school year begins in Fall of 2022. CVWD needs a consulting firm to provide surveying and engineering design services for the installation of the new PRS with a new vault, new transmission main, new electrical/telemetry wiring and conduit. Additionally, the project requires that a new fire service be constructed on the Northside of Clarke Magnet High School (see attached location map) per CVWD Std 40-03.

CVWD is planning to bid out to a construction contractor and the goal is to complete the work by the end of February 2022.

SCOPE OF WORK

CVWD is seeking a professional engineering firm to design and prepare construction plans and specification documents for the project as described above. The major elements of the project include the following:

- Topographic survey and right-of-way mapping
- Utility research and compiling for base map.
- Pothole plan for utility crossings, limits of work and connection to existing water mains. Potholing will be performed by CVWD crews.
- PRS design utilizing CVWD's AutoCAD and design standards including the following.
 - o Design of Pressure Reducing Valve
 - Zone 7 = 160 psi
 - Zone 5 = 90 psi
 - Vault Size
 - Piping and Valving
 - Bypass Piping
 - Flow Meter
 - Pressure Gauges
 - Power Source – Solar
 - SCADA

- Flow Meter
 - Pressure Gauges & switches
 - Radio Communication
- New Pipeline Alignment
 - Details of connection to existing water mains
 - Coordination with City
 - of Glendale & Glendale Unified School District
 - o Design requirements relative to pavement replacement, backfill requirements, water discharge BMPs, and traffic control.
 - o Traffic Control Plans (may not be required by City of Glendale). If required, CVWD will request a separate proposal)
 - o Excavation Permit – Submittal and preliminary approval. Contractor will obtain the final permit. CVWD will pay all permit fees.
 - Project Front-end Specifications provided by CVWD.
 - Project Special and Technical Provisions. Sample provided by CVWD.
 - Bidding Schedule and Engineer's construction cost estimate.
 - Project Schedule for design phase and estimated construction schedule.
 - Construction services: If CVWD requires additional assistance during construction for bidding, shop drawing review, or RFI response, CVWD will request a separate proposal.
 - As-built drawing updates per redline information from the Contractor.

Deliverables:

- Prepare 100% submittal and final submittal of construction drawings and specifications.
- Project Meetings – Attendance at least three (3) design project meeting.
 - o Kick-off Meeting
 - o 50% Submittal
 - o Final Submittal

Project Schedule:

<u>Task</u>	<u>Date</u>
Pre-Proposal Meeting – Web Conference	August 12, 2021 – 10:00 am
Proposal Due	August 27, 2021
Award of Contract	September 14, 2021
Kick Off Meeting	September 16, 2021
Board Approval – Advertisement for Bids	November 19, 2021
Pre-Bid Meeting	December 1, 2021
Bid Opening	December 8, 2021
Board Approval – Award of Contract	December 14, 2021
Start Construction	January 3, 2022

PROPOSAL REQUIREMENTS:

Scope of Work

The proposal shall include a detailed list itemizing the tasks required to complete the scope of work addressing all project criteria outlined above. Each task shall include a detailed estimate of man-hours required to complete each task.

Proposal Fee Schedule

The proposal shall include a "Fee Schedule" outlining all applicable hourly rates and costs for services. The proposal shall provide a breakdown of fees associated with the project task as specified above. The proposal shall also include a "not-to exceed" total fee, which shall include all work necessary to complete the project objective.

Schedule

The proposal shall include a proposed project schedule detailing the time of completion for design and permitting. The schedule shall include the number of calendar days required to perform each task and the total number of calendar days required to complete the entire project.

Project Experience

The proposal shall include description of comparable pipeline projects completed by consultant including experience working with the City of Glendale and Los Angeles County within past three (3) years including date completed, location of work names, addresses, and phone numbers of persons in charge of project, and the name and address of the public agency or firm for whom the project was constructed.

Consultant's Representative

The proposal shall name a responsible representative, an alternate, and all sub-consultants to perform the assigned tasks. The chosen consultant's representative will remain responsible and in charge of all duties from contract negotiations through project completion. If the primary representative is unable to continue with the project, then the alternate representative will become the primary representative. The District must approve any other changes in responsible representative, in advance. The District will have the right to reject other proposed changes in personnel and may consider any other changes in responsible personnel a breach of contract.

Professional Service Agreement

The chosen consultant shall be responsible for completing the specified services in accordance with the District's standard "Professional Services Agreement," which will be prepared by the District. Services specified in this agreement shall be taken directly from the consultant's accepted proposal and from this "Request for Proposal", if applicable.

Insurance Requirements

The District will require employer's liability, comprehensive commercial liability insurance, and errors and omissions insurance coverage for at least \$2,000,000 and comprehensive automobile liability for at least \$1,000,000. The District requires that the District be named as additional insured on the policy and such insurance policy shall not be terminated or canceled without thirty (30) days prior written notice to the District.

District Reimbursements

The District normally reimburses consultants for the actual cost (plus 15%) for all outside expenses, including those for material costs authorized in advance by the District. Other reasonable expenses will be reimbursed where such costs have been advanced by consultant and approved by the District.

The chosen consultant shall not be compensated for use of computers, office equipment, hardware, or software materials. Said costs are not compensated and time expended by consultant's personnel on such equipment is included within the hourly rate as shown on the consultant's fee schedule.

District Responsibilities:

District will provide the following to assist the selected consultant with the project and its completion:

- Geographic information system (GIS) information and topographic surveys as available.
- Reports, plans, and drawings, as available and pertinent to the proposed plan.
- Design criteria, preferred manufacturer's information, and other technical information, as available and pertinent to the project.
- Current operational condition and performance of existing infrastructure pertinent to the proposed plan.

Proposal Due Date:

Please submit one (1) copy of the proposal as a PDF file via e-mail via e-mail by 12:00 pm by August 27, 2021, to byared@cvwd.com. Send three (3) copies of the proposal to the attention of Mr. Brook Yared, Engineering Manager at Crescenta Valley Water District, 2700 Foothill Boulevard, La Crescenta CA 91214. If you have any questions or comments, contact Mr. Yared at (818) 236-4117.

Attachment 3

Crescenta Valley Water District													
PROFESSIONAL ENGINEERING SERVICES FOR INSTALLATION OF A NEW ZONE 7 TO ZONE 5 PRESSURE REDUCING													
Consultant Ranking													
Ranking	Weighted Percent	CivilTec		MKN		Tetrattech		Cannon				Score	Weighted Score
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score				
Proposal - Project Concept & Scope of Work	30%	3.7	1.10	4.3	1.30	3.5	1.05	4.0	1.20		0.00		0.00
Project Experience	30%	4.0	1.20	4.0	1.20	4.5	1.35	4.3	1.30		0.00		0.00
Project Team Qualifications	20%	3.5	0.70	3.8	0.77	4.2	0.83	4.2	0.83		0.00		0.00
Coordination with Agencies	10%	3.3	0.33	3.7	0.37	3.5	0.35	4.2	0.42		0.00		0.00
Consultant's Fee	10%	3.0	0.30	3.7	0.37	3.7	0.37	3.0	0.30		0.00		0.00
Final Weighted Score	100%		3.63		4.00		3.95		4.05		0.00		0.00
Total			\$39,880		\$69,589		\$85,890		\$102,679				
Each consultant's proposal rated 1 - 5 (5 outstanding - 3 average - 1 unsatisfactory) on each category above. Each rating is multiplied by the weighted average for each category and totaled for the final weighted score.													
Categories:													
Project Concept & Scope of Work - How well the consultant's proposal addressed the needs of the District as outlined in the request for proposal & how well the consultant													
Project Experience - How much previous experience has the consultant on projects similar to this project													
Project Team Qualifications - How did the consultant's proposal use its staff and the experience of the individual people involved													
Consultants Fee - How well the consultant's proposal utilized their staff and the costs associated with the proposal													

Attachment 4

COOPERATIVE AGREEMENT FOR THE INSTALLATION OF PRESSURE REDUCING STATION AND APPURTANCES FOR CLARK HIGH SCHOOL PROJECT

This Agreement is made by and between the CRESCENTA VALLEY WATER DISTRICT ("CVWD") and GLENDALE UNIFIED SCHOOL DISTRICT ("Glendale") (collectively referred to as the "Parties").

1. Purpose

The Parties agree that the best interests of the Parties, as well as the public in general, will be served by entering into this Agreement providing for the reimbursement of costs for the installation of a new pressure reducing station and fire service, which are necessary to provide fire protection to a proposed new development at Clark Magnet High School, as part of the Installation of a New Zone 7 to Zone 5 Pressure Reducing Station, Project D-21-G2 (hereinafter referred to as the "Work"), a description of which is attached hereto and incorporated herein as Exhibit "A".

2. Responsibilities and Costs

A. The Work shall be done by CVWD pursuant to plans, drawings, and specifications generated by CVWD's design consultant and approved by Glendale and CVWD or by some other body or employee exercising discretionary authority to give such approval for the plans, drawings, and specifications prepared in conformity with CVWD's design standards. The Work shall be done in compliance with all applicable sections of the Latest Edition of the Standard Plans and Specifications for Public Works Construction (the "Green Book") except for those sections that have been amended by CVWD. CVWD represents and warrants that all construction contracts will be in accordance with prevailing wage requirements under either state or local law.

B. Glendale will reimburse CVWD for the total costs of the design consultant, construction management services provider, and construction contractor for all labor and materials to install the new pressure reducing station, fire service, and all other appurtenances. CVWD will provide the materials and Glendale will reimburse CVWD for all costs associated with materials, including any freight or storage expenses. CVWD will invoice Glendale for costs when paid by CVWD. The final invoice will be after inspection and acceptance of the Work by Glendale as provided in Section 4. Glendale will pay all invoices within 30 days of receipt.

C. CVWD has provided a preliminary budget for the Work of \$380,000.00. The preliminary budget may change due to unforeseen conditions, changes in the scope of work, or changes in costs of materials and labor. Glendale's obligation to reimburse CVWD will be based on the final costs of all work. CVWD shall provide documentation of bidding results to Glendale as the work progresses.

3. Indemnity and Insurance

A. Pursuant to Government Code Section 895.4, CVWD shall fully defend and indemnify and hold Glendale harmless from any liability imposed for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by CVWD under or in connection with the Work.

B. Pursuant to Government Code Section 895.4, Glendale shall fully defend and indemnify and hold CVWD harmless from any liability imposed for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by Glendale under or in connection with the Work.

C. Workers' Compensation claims shall be paid by the employer of the injured worker, and subrogation rights against any Party to this Agreement are expressly waived.

D. Both CVWD and Glendale will maintain comprehensive general liability insurance with the following limits: General Liability \$2,000,000; Automobile Liability \$2,000,000.

E. Glendale shall be named as additional insured on CVWD's policy.

4. Inspection and Acceptance

Glendale shall, upon notice of completion of the Work by CVWD, inspect the Work within ten (10) days from the date of the notice of completion. Upon inspection of the work, Glendale shall have ten (10) days to either accept or reject the Work. If the Work is rejected, CVWD shall have sixty (60) days to correct the Work and request re-inspection. The same time periods noted for inspection shall apply to any re-inspection. Upon acceptance of the Work, CVWD shall own and maintain all improvements and utilities constructed within the public right-of-way as part of this project.

5. Term

This Agreement shall become effective when executed by the Parties and shall remain operative and effective until terminated, in writing, by either of the Parties to this Agreement or until the Work has been completed, accepted, and paid for by Glendale. The provisions of Section 3 shall survive the expiration or termination of this Agreement.

6. Termination Provisions

A. This Agreement may be terminated upon sixty (60) days written notice by either party.

B. Upon termination of this Agreement, all outstanding debts are to be paid in accordance with Section 2.B.

7. All notices and correspondence between the Parties to this Agreement regarding provisions within said agreement shall be addressed as follows:

For CVWD:

General Manager
Crescenta Valley Water District
2700 Foothill Boulevard
La Crescenta, CA 91214

For Glendale:

Administrator
Glendale Unified School District
349 W Magnolia Ave.
Glendale, CA 91204

8. The Parties agree to meet and confer concerning all claims, disputes, or other matters in question between the Parties arising out of or relating to this Agreement or breach thereof prior to the institution of any litigation. In the event any claim or dispute is subject to litigation, the Parties agree that each shall pay their own costs, including attorney's fees.

9. Nothing under this Agreement shall be construed to give any rights or benefits to any party other than the Parties hereto. Neither of the Parties shall assign any right or interest in this Agreement, nor delegate any duty owed, without the other's prior written consent. This Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of the respective Parties.

10. Neither Party shall be considered in default in the performance of its obligations hereunder or any of them, if such obligations were prevented or delayed by any cause, existing or future, beyond the reasonable control of such Party which include but are not limited to acts of God, labor disputes, civil unrest, water supply deficiencies, mechanical failure, interruption in electrical energy, natural disaster, drought, and regulatory issues.

11. This Agreement represents the entire integrated agreement between the Parties, and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both Glendale and CVWD.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 4
November 9, 2021

To: Honorable President and Members of the Board of Directors
From: James Lee – Director of Finance and Administration
Subject: JPIA Commitment to Excellence Program Application

ACTION ITEM:

Consideration and motion for the Board to commit to the JPIA's Commitment to Excellence risk mitigation and prevention program.

BACKGROUND:

Joint Powers Insurance Authority (JPIA) is a pooled program that provides insurance, training, and other programming to the District and much of the industry. JPIA's "Commitment to Excellence" program promotes the implementation of best practices that will prevent or mitigate losses. The program pursues loss reductions in areas such as vehicle operations, cybersecurity, emergency planning, and workers' compensation.

JPIA offers a grant program to incentivize pool members to review and implement best practices in the above areas to their operations. Members are eligible for a grant of up to \$10,000 to fund risk management and safety projects. An application requirement for the grant is that the District's Board indicate support for the Commitment to Excellence program.

This program benefits the District by prioritizing best practices and then providing funding support for programming. If the Board supports the program, the grant application will be submitted by December 1, 2021, and the District will receive notification of award by March 1, 2022. The commitment form is enclosed.

RECOMMENDATION

It is staff's recommendation that the Board indicate support for the District's participation in JPIA's Commitment to Excellence program.

Prepared by:



Arturo Montes
Finance & Administration Manager

Submitted by:



James Lee
Director of Finance & Administration

Attachment(s):

1. JPIA Commitment to Excellence program commitment form



Commitment to Excellence

Crescenta Valley Water District

and the ACWA JPIA in mutual support for ensuring the most consistent, cost effective and broadest possible affordable insurance coverage and related services, and in partnership with all JPIA members, and in the interest of reducing **Crescenta Valley Water District's** insurance costs, commit to a program of excellence that, through the implementation of "best practices" reduces the potential and frequency of:

- **Vehicle Losses**
- **Infrastructure Related Losses**
- **Construction Related Losses**
- **Employment Practices Claims**
- **Ergonomic (Musculoskeletal) and Fall Injuries**
- **Wildfire Prevention**

and fully support the goal of implementing effective preventative measures that work to achieve these loss reductions.

Walt "Andy" Sells (CEO, ACWA JPIA)
Signature

Signature (General Manager)

Signature (Board Member)

Signature (Board Member)

Signature (Board Member)

Signature (Board Member)

Signature (Board Member)

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 5
November 9, 2021

To: Honorable President and Members of the Board of Directors
From: Christy Colby – Regulatory and Public Affairs Manager
Subject: **Water Conservation Alert Change**

ACTION ITEM:

Consideration and motion to move the current Water Conservation Alert from Phase 2, Green to Phase 3 Yellow.

BACKGROUND:

In July 2021, the District adopted a Water Shortage Contingency Plan (WSCP). The plan contains a six-level water conservation alert based on water shortage levels as outlined below. The District is currently in Phase 2 – Color Code Green.

Stage No.	Water Supply Conditions	% Shortage
Phase 1 - Color Code “Blue”	Standard Water Conservation. FMWD can meet all Member Agency demands. Voluntary water conservation applies.	Up to 10%
Phase 2 - Color Code “Green”	Increased Water Conservation. Some supplies have been impacted, and consumers should increase efforts to conserve.	10% to 20%
Phase 3 - Color Code “Yellow”	Extraordinary Water Conservation. MWD is withdrawing water from most of its storage programs to meet demands. Extraordinary conservation is called for from consumers.	20% to 30%
Phase 4 - Color Code “Orange”	Allocation. MWD has implemented its allocation plan to its member agencies. Thus, supplies are limited.	30% to 40%
Phase 5 - Color Code “Red”	Critical. Water supplies are reduced drastically.	40% to 50%
Phase 6 - Color Code “Purple”	Emergency. Water supplies are only available for health and safety needs.	Greater than 50%

Each color code represents different outdoor water restrictions.

Stage No.	Outdoor Watering Restrictions
Phase 1 - Color Code “Blue”	Outdoor irrigation is allowed any day of the week.
Phase 2 - Color Code “Green”	Outdoor Irrigation is limited to odd or even days, based on ending number of customer’s address.
Phase 3 - Color Code “Yellow”	Outdoor irrigation will be permitted only on Tuesday, Thursday, and Saturday.
Phase 4 - Color Code “Orange”	Outdoor irrigation will be permitted only on Tuesday and Saturday.
Phase 5 - Color Code “Red”	Outdoor irrigation is limited to no more than one (1) day per week.
Phase 6 - Color Code “Purple”	All Outdoor Irrigation is limited prohibited.

DISCUSSION

Governor Newsom first declared part of the State in a drought emergency on April 21, 2021. On July 8, 2021, Governor Newsom further expanded the drought emergency measures to include a provision that all areas not impacted by the current emergency should institute voluntary conservation of 15%.

Following the Governors Proclamation, at the August 24th Board meeting, the CVWD Board voted to move to a Phase 2 – Color Code Green Water Conservation Alert.

On October 19th Governor Newsom revised emergency proclamation expands the California drought emergency from 50 counties to statewide but does not order mandatory water conservation. The proclamation requires local water suppliers to implement water shortage contingency plans that are responsive to local conditions and prepare for the possibility of a third dry year. Governor Newsom did authorize water regulators to ban wasteful water use, such as spraying down public sidewalks.

According to Governor Newsom’s Office, *“California is experiencing its worst drought since the late 1800s, as measured by both lack of precipitation and high temperatures. August 2021 was the driest and hottest August on record since reporting began and the water year that ended last month was the second driest on record.”*

On November 1, 2021, Staff attended a Foothill Municipal Water District (FMWD) Meeting to discuss the member agencies’ current conservation levels and the appropriate timing to adjust the conservation alert to the next level.

The group discussed the current water supply outlook, the upcoming 0% State Water Project allocation, as well as the Governor's explanation of the drought emergency to the entire State. Additionally, on November 9, 2021, it is anticipated that Metropolitan's Board will adopt a resolution declaring a drought emergency and asking for mandatory conservation for those agencies being served by State Project Water.

The FMWD member agencies agreed to request their Board's approval to move to the next level of water shortage, which for CVWD is Phase 3 - Color Code "Yellow" on November 15, 2021.

The most significant change in moving to the Phase 3 - Yellow alert level is that outdoor watering moves from odd or even days to Tuesday, Thursday, Saturday. Outdoor watering is not allowed during the hours of 9:00 a.m. – 5:00 p.m. unless watering by hand. If approved, this change would be implemented on November 15, 2021.

RECOMMENDATION

It is Staff's recommendation that the Board approve a move to Phase 3 Yellow Water Supply Shortage consistent with statewide and regional conservation efforts.

Prepared and Submitted by:



Christy J. Colby
Regulatory and Public Affairs Manager

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report

November 9, 2021

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa, General Manager
Subject: **General Manager Report**

General Managers Report Topics:

- GM Activities

The following are some highlights in this month's report:

- CVWD Chili Cookoff and Pumpkin 500 Race
- CVWD Canned Food Drive
- Veteran's Day Tribute
- Time Capsule Event December 14th
- Tour of EVWD Sterling Natural Resource Center (New Wastewater Treatment Facility)
- Engineering Report
- Maintenance and Operations Report
- Water Conservation and Public Outreach Update

STAFFING

2 employees have work anniversaries in November. Alex Sandoval – 22 years, Adam Sutphin – 2 year.

As of November 4th, the District has gone 716 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Chili Cook-off & Pumpkin 500
Management Staff Meetings
Management Training

- October 28th
- November 1st, November 8th
- November 4th

Submitted by:



Nem Ochoa
General Manager

Engineering Report

November 9, 2021
Staff Report

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – Director of Engineering & Operations
Subject: **Engineering Report – October 2021**

1. Water Production Report

- October 1 – 31 – Water production – 54%/46% split – 108.4 MG for the month
- Average use – 17.3% less than 2020 and 11.8% less than 5-yr average

2. Rainfall Update

- 2.58” for October 2021
- Rainfall Total for Rainfall Year 2021/22 – 2.58”

3. Report on Engineering

• **FY 20/21 Capital Improvement Projects**

- Rosemont Reservoir Rehabilitation - Complete
- FY 20/21 - Pipeline Replacement Program
 - Project 1 – 2400 & 2500 Blocks of Janet Lee - Complete
 - Project 2 – 4300 Block of Rosemont – Complete
 - Project 3 – 3300 & 3400 Blocks of Encinal – Complete
 - Project 4 – El Caminito, Dryer, etc. –Complete
- Emergency Generator at Sewer Lift Station
 - License Agreement with LA County Parks & Recreation
 - Waiting on LA County Legal Counsel
 - Estimated start date – Dec 2021
- Rehabilitation of Well 12 – Complete
- SCADA Radio Communications Network
 - Staff working on Request for Quote
- SCADA System Upgrades
 - Continue work on Pilot Program for Wells 8 & 14

• **FY 21/22 Capital Improvement Projects**

- Ramsdell Mixing Station/Pressure Reducing Station
 - 90% Design Submittal Review
- FY 21/20 – Pipeline Replacement Program
 - Project 1 – 2800 to 3100 Blocks of Los Olivos – Out to Bid
 - Pre-Bid Meeting – 11/23/2021
 - Project 2 – 4700 & 4800 Blocks of Cheryl – Advertising for Bids – See staff Report
- Edmund #2 Reservoir Rehabilitation
 - Bid Opening – See Staff Report

• **Grant Program**

- Local Hazard Mitigation Plan – Approved, Starting on Grants Application
- USBR WaterSmart Grant – Waiting on Agreement in November 2021
- USBR WaterSmart Grant 2022 – Sent in Grant Application – 11/3/21
- Stormwater Capture Project at Crescenta Valley County Park – Response to LADWP.

- **AMI Customer Engagement Portal**

- Kickoff Meeting – November 10, 2021

4. **Developer Projects**

- 2341 Mira Vista – New 4 Units – Construction Estimating
- 3037/3043 Foothill – New 38 Units and mixed commercial – Hydraulic Analysis Complete
- 1961 Waltonia – New 6 units – Meter Installation Estimate Requested
- Waiting on Developer
 - 4360 Ocean View – 3 Units upgraded to 7 units
 - 4521 Briggs/2413 Foothill – New 70 units
 - 3900 Park Place – New 28 units
 - 2345 Mira Vista – New 4 units

5. **FMWD** – No Report

CRESCENTA VALLEY WATER DISTRICT

WATER PRODUCTION REPORT

October 1 - October 31, 2021

Well Production:	51,714,908	Gals		
GWP Production:	5,089,000	Gals		
Gravity Production:	1,204,537	Gals	% GW	54%
FMWD:	50,412,395	Gals		
City of Glendale:	0	Gals	% Import	46%
TOTAL:	108,420,840	Gals		
	332.73	ac-ft		

Glenwood Nitrate Water

Reclamation Plant:* 0

*Included in Well Production

WATER DEMAND COMPARISON

Time Period	Average Daily Usage (gals)	Current Period Change
October 1 - October 31, 2021	3,405,405	
October 1 - October 31, 2020	4,115,736	-17.3%
5-yr Average - October 2016 - 2020	3,861,962	-11.8%

RAINFALL: October 1 - October 31, 2021 2.58"

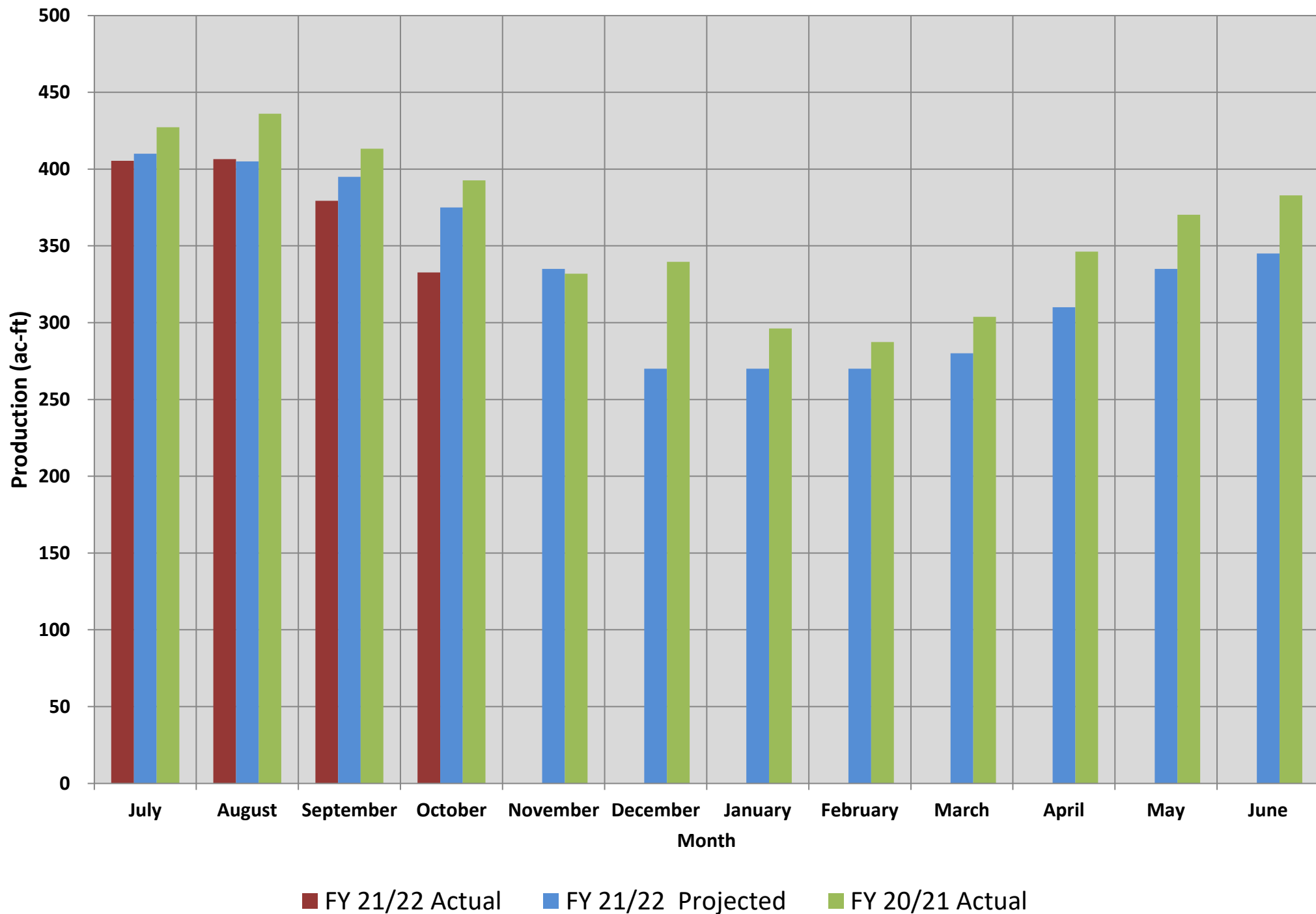
Season-To-Date: 2.58"

2021/22 Fiscal Year Water Production			WY 21/22 - Groundwater Production Water Rights		GWP (Well 16) Water Production - 2021		Purchased Water Production Tier 2 Allocation 2021	
Month	Actual Total Water Production (ac-ft)	Projected Total Water Production (ac-ft)	Month	Month	Month	Well Production (ac-ft)	Month	Imported Water Production (ac-ft)
July	405	410	October	162	January	17	January	143
August	406	405	November		February	15	February	120
September	379	395	December		March	17	March	116
October	333	375	January		April	16	April	163
November		335	February		May	17	May	189
December		270	March		June	16	June	206
January		270	April		July	16	July	228
February		270	May		August	16	August	214
March		280	June		September	15	September	194
April		310	July		October	16	October	155
May		335	August		November		November	
June		345	September		December		December	
Total to Date	1,524	1,585	Total to Date	162	Total to Date	162	Total to Date	1,729
Projected	3,939	4,000	Water Rights	3,294			Tier 2	2,154
% of Projected	38.1%	39.6%	% of Rights	5%			% of Allocation	80%
Remaining	2,476	2,415	Remaining	3,132			Remaining	425

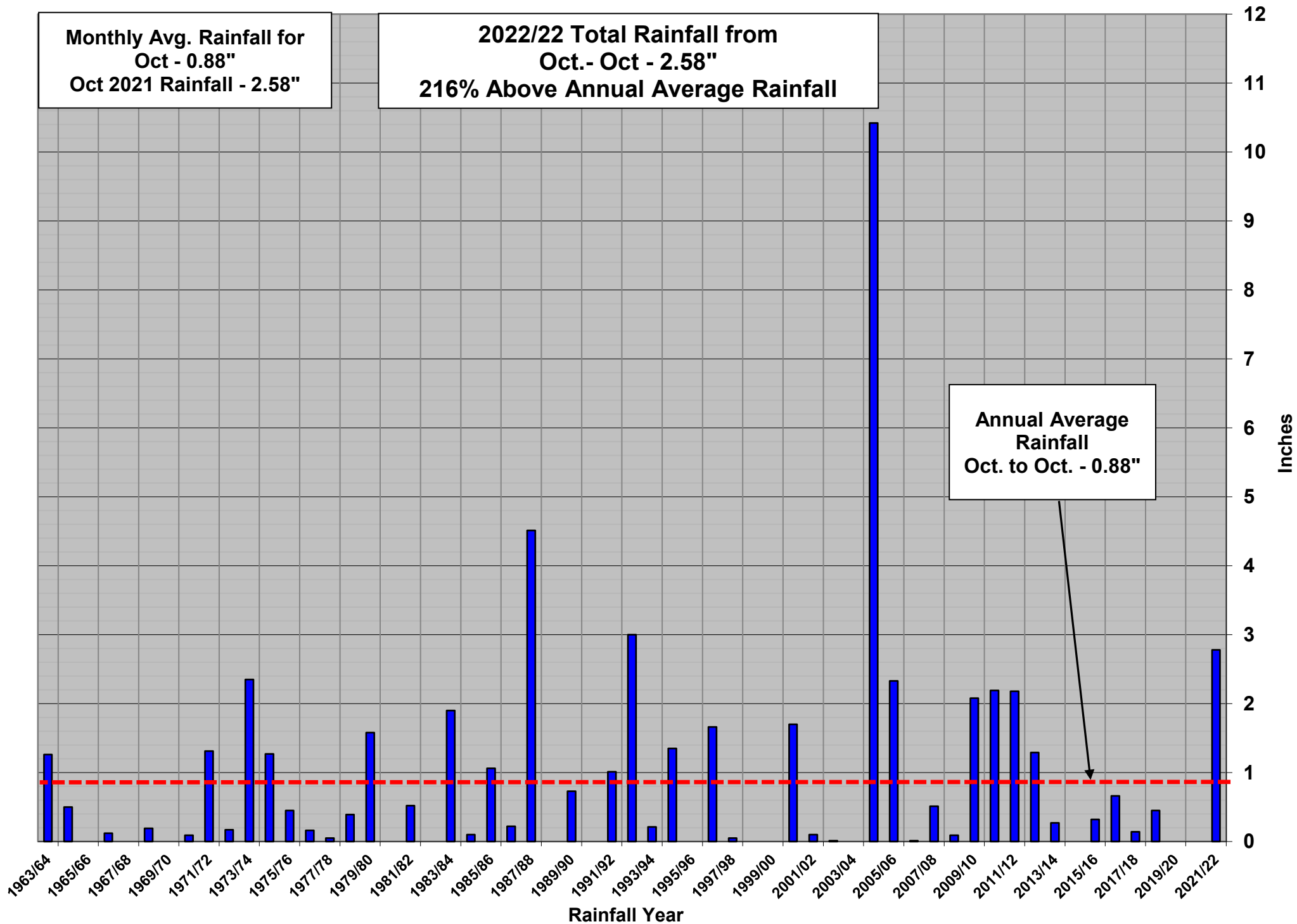
NOTE:

1) Blue Numbers = Estimated Water Production

Monthly Water Production: FY 21/22 Actual, FY 21/22 Projected & FY 20/21 Actual



Monthly Rainfall - 1963/64 - 2021/22 (Oct.- Oct.)



Field Maintenance and Operations Report

October 2021

0

Water Main Repairs

12

Water Service
Repairs/Replacements

40

$\frac{3}{4}$ " & 1" Meters Replaced

111

Meter Boxes Cleaned

0

Sewer Pipe Cleaned (ft)-1,052' inspected

- **Field Maintenance Projects**

- * 2" meters replaced: 3

- * 1.5" meters replaced: 2

- **Operations Report**

- ULARA static well samples

- Mills Forebay, Edmund I, Cresta Heights I & II dive & inspection

- Encinal & Oceanview Reservoir – Mixer Install

- Glenwood - Rebuild & Replace chlorination equipment

- * Booster Pump Maintenance

- LCID Intertie & Goss Canyon – Control Valve Maintenance

- Glenwood – Booster 32

- **Electrical/Telemetry**

- * Well #2 – Removed NO3 analyzers for evaluation

- * Well #1 – Flow meter maintenance

- * Williams Reservoir – Install Conduit

- **Wastewater**

- * Lift Station visits: 4 (De-rag pumps, check valves & add degreaser)

- * Lift Station pump serviced 10/18/21

- * 2700 Starfall maintenance hole/cone rebuilt

Field Maintenance and Operations Report

October 2021

Days without a lost-time incident: **714**

2

After Hours Leaks/Repairs

4

Fire Hydrant Maintenance
Program: 4 Rebuild, 0 Replaced, 0 painted

164

Water Quality Samples

26

Valves Exercised — truck inoperable
(out for repairs)

0

Valve Replacements

- **Training/Cross Training**

- * Telemetry:

- Telemetry Webinar — Wayne B.

- * Operator:

- Well & Motor Maintenance — Wayne B. & Raymond D.

- * Glenwood Plant:

- Mueller Gate Valve (In person)

- **New Certification**

- * None to report

- **Safety**

- * COVID protocols: Continued cleaning

- * Monthly Safety Meeting: Lock Out/Tag Out

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

November 9, 2021
Staff Report

To: Honorable President and Members of the Board of Directors
From: Christy J. Colby
Subject: **Water Conservation and Public Outreach Update**

Monitoring Report Submitted to State for October 2021:

Production Numbers

➤ Total Water Production October 2021:	332.1 AF
➤ Total Water Production October 2013:	422.9 AF
➤ Total Water Production October 2020:	391.9 AF

Compliance Reporting

➤ Days of outdoor Irrigation Allowed:	3 or 4
➤ Number of Water Waste Complaints:	0
➤ Number of Follow-ups:	0
➤ Number of Warnings:	0
➤ Number of Penalties:	0

Voluntary Water Reduction Goal, 25% from 2020 Usage

➤ Percent Reduction from 2013	21.5%
➤ Percent Reduction from 2020	15.2%

Public Outreach for October

- Face Book Posts 5
 - Total Reach
 - Participated in Imagine a Day Without Water on Thursday October 21, 2021.
 - Most popular post, How much rain did we get?
- CV Weekly
 - Blood Drive Reminder Ad
- Website
 - 3,000 website Visits, 2,248 to Pay my bill
- Constant Contact
 - CVWD Career Develop Program 34.5% Open rate
- Everbridge
 - Water Shutoff Notification, 9/28/2021