

**MEETING OF THE CAPITAL IMPROVEMENT PROJECTS (CIP)
COMMITTEE OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA
4040 PARAMOUNT BLVD., LAKEWOOD, CALIFORNIA 90712
3:00 P.M., THURSDAY, JULY 13, 2017**

AGENDA

EACH ITEM ON THE AGENDA, NO MATTER HOW DESCRIBED, SHALL BE DEEMED TO INCLUDE ANY APPROPRIATE MOTION, WHETHER TO ADOPT A MINUTE MOTION, RESOLUTION, PAYMENT OF ANY BILL, APPROVAL OF ANY MATTER OR ACTION, OR ANY OTHER ACTION. ITEMS LISTED AS "FOR INFORMATION" MAY ALSO BE THE SUBJECT OF AN "ACTION" TAKEN BY THE BOARD OR A COMMITTEE AT THE SAME MEETING.

1. DETERMINATION OF A QUORUM

2. PUBLIC COMMENT

Pursuant to Government Code Section 54954.3

3. REVIEW AND SELECTION FOR AN INTERACTIVE ONLINE GIS MAPPING AND ANALYSIS APPLICATION CONSULTANT

Staff Recommendation: The Capital Improvement Project Committee authorizes staff to negotiate a scope, schedule, and fee with NSGIS, or subsequent ranked firms should it be necessary, to develop an interactive online GIS Mapping and Analysis Application.

4. MICROSOFT AND VMWARE LICENSES FOR SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM

Staff Recommendation: The Capital Improvement Projects Committee recommends that the Board of Directors authorize the General Manager to purchase Microsoft and VMWare licenses from CDWG for the SCADA network, for an amount not to exceed \$64,950..

5. INTERNET CONNECTION SERVICES FOR GRIP AWTF, VANDER LANS AWTF AND ADMINISTRATION BUILDING

Staff Recommendation: The Capital Improvement Projects Committee recommends that the Board of Directors authorize the General Manager to enter into a contract with Spectrum Communications for internet connection services at the GRIP AWTF, Vander Lans AWTF and administration building, for an amount not to exceed \$535,350.

6. AUTHORIZE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH KESTREL CONSULTING FOR LOANS AND GRANTS MANAGEMENT AND WRITING SERVICES

Staff Recommendation: The Capital Improvement Project Committee recommends that the Board of Directors authorize the General Manger to enter into Professional Services Agreement, subject to approval as to form by District Counsel, with Kestrel Consulting for Loans and Grants Management and Writing Services in the amount not to exceed \$528,000 (rounded) and with a three-year contract term that ends on June 30, 2020.

7. GROUNDWATER RELIABILITY IMPROVEMENT PROGRAM ADVANCED WATER TREATMENT FACILITY (GRIP AWTF) DESIGN-BUILD PROJECT PROGRESS REPORT

Staff Recommendation: For discussion and possible action.

8. GROUNDWATER RELIABILITY IMPROVEMENT PROGRAM (GRIP) OUTREACH PROGRAMS UPDATE

Staff Recommendation: For discussion and possible action.

9. DEPARTMENT REPORT

Staff Recommendation: For information.

10. DIRECTORS REPORTS, INQUIRIES AND FOLLOW-UP OF DIRECTIONS TO STAFF

11. ADJOURNMENT

The Committee will adjourn to its next meeting currently scheduled for July 27, 2017 at 3:00 p.m.

Agenda posted by Tracey Burke, Senior Administrative Specialist on July 10, 2017. In compliance with ADA requirements, this document can be made available in alternative formats upon request.

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the meeting, please contact Senior Administrative Sherri Brown at (562) 921-5521 for assistance to enable the District to make reasonable accommodations.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 4040 Paramount Boulevard, Lakewood, California 90712.

Agendas and minutes are available at the District's website, www.wrd.org.

EXHAUSTION OF ADMINISTRATIVE REMEDIES – If you challenge a District action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the District office at, or prior to, the public hearing. Any written correspondence delivered to the District office before the District's final action on a matter will become a part of the administrative record.



MEMORANDUM

ITEM NO. 3

DATE: JULY 13, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: REVIEW AND SELECTION FOR AN INTERACTIVE ONLINE GIS MAPPING AND ANALYSIS APPLICATION CONSULTANT

SUMMARY

The District's web site Interactive Well Search Tool (IWST) is currently built on an Esri ArcIMS platform and accesses data through regularly updated Microsoft Access databases. The ArcIMS platform is no longer supported by Esri. If the platform were to fail, it would be difficult to quickly repair or replicate. In December 2016, the District adopted the Enterprise Asset Management Master Plan and Phase 1 Pilot Project which includes an Information Management Master Plan.

The plan identifies the need to develop a new Interactive Online GIS Mapping and Analysis Application that will:

- Expand the functionality of the current tool to provide more users (WRD staff, pumpers, partners, and the public) easily accessible map-based tools to obtain information, do simple analyses, and create basic maps and reports.
 - Hydrogeology can query groundwater quality, groundwater elevation, and well construction information for multiple wells and export that data into Excel files.
 - Hydrogeology can generate reports that include locations, hydrographs, heat maps, charts, and more.
 - Communication & Education Services department staff can easily identify contacts for multiple administrative and political service areas by simply clicking on a point, then exporting that data to generate a mailing list.
 - Engineering can perform a spatial analysis to identify potential sites to locate new wells or facilities.
 - Users can generate and export reports and maps.
- Integrate with other platforms being developed for Asset Management, including SQL Server databases, CMMS, SCADA, OnBase, and the WRD Portal.
- WRD partners can download publicly available WRD data at any time without having to contact WRD staff.

Both consulting services and software will be necessary in the development of an upgraded Interactive Online GIS Mapping and Analysis Application. Once complete, the new application will:

- Combine the current Interactive Well Search Tool and the Google Earth KMZ used by WRD staff.
- Replace static data with direct links to the most current data in our SQL Server database.
- Provide WRD staff with an easily accessible visual information tool that could be accessed on multiple types of devices (PC's, tablets, and phones).
- Develop multiple user/security levels.

On March 9, 2017, the CIP Committee approved the release of a Request for Qualifications (RFQ) for Development of an Interactive Online GIS Mapping and Analysis Application, which includes the selection of a consultant to develop a replacement for the existing IWST. This was followed up on April 6, 2017 with the District's Board of Directors' approval to release the RFQ.

The RFQ was released via the District's website and emailed directly to over 20 GIS consulting firms. By the due date of May 4, 2017, the District received five Statements of Qualifications (SOQs) from the following professional consulting firms:

- NSGIS
- GEI Consultants
- Intera Geoscience & Engineering Solutions
- Esri
- Miller Spatial Services

Staff and an outside data consultant evaluated the SOQs on the desired qualifications that were listed within the RFQ. Desired qualifications include, but are not limited to: demonstrated experience to recommend and implement an online software package built on an Esri platform that replaces and expands the functionality of the current IWST application, demonstrated experience to recommend reliable security functions for inter- and intranet pages, and integrate the ability to consume data from outside sources. After an initial review, staff narrowed the potential candidates to three based on their SOQs. Each of the three remaining candidates were sent a list of clarification questions and the answers to these helped determine the most overall qualified firm based on experience, team, billing rates, understanding of District's needs, and ability to complete the work in a timely manner. The firm that ranked #1 was NSGIS, and staff is recommending to begin negotiations on a scope of work and cost estimate for the particular tasks the District needs.

FISCAL IMPACT

None at this time. Following the completion of a successful negotiation of scope of work, fee, and project schedule with NSGIS, staff will return to the Committee for consideration of contract award followed by presentation to the Board of Directors for consideration of approval.

STAFF RECOMMENDATION

The Capital Improvement Project Committee authorizes staff to negotiate a scope, schedule, and fee with NSGIS, or subsequent ranked firms should it be necessary, to develop an interactive online GIS Mapping and Analysis Application.



MEMORANDUM

ITEM NO. 4

DATE: JULY 13, 2017

TO: CAPITAL IMPROVEMENT PROJECTS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: MICROSOFT AND VMWARE LICENSES FOR SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM

SUMMARY

A key part of WRD's asset management initiative is the use of a Supervisory Control and Data Acquisition (SCADA) system to manage and monitor its various water management facilities throughout the basins. WRD is in the process of standardizing its SCADA systems at all five WRD facilities, which includes the Lakewood administration building, the GRIP Advanced Water Treatment Facility (AWTF), the Vander Lans AWTF and the turnout structures. WRD has contracted with Enterprise Automation to complete the majority of this work.

At each of its five facilities there will be computer servers installed to run the SCADA system. These servers will utilize VMWare virtualization technology in order to allow several Microsoft Windows servers to run on one physical server, providing a reduction in hardware costs as well as allowing for more robust backup and disaster recovery solutions. In preparation for these server installations, licenses for the necessary VMWare and Microsoft software must be purchased. CDWG has provided a quote for the necessary licenses as provided by Enterprise Automation.

The proposed purchase is procured pursuant to the NASPO Value Point Cooperative Purchasing Organization. The state of California has a Participating Addenda with NASPO that explicitly allows other public entities within California to enter into piggyback contracts with participating companies to take advantage of negotiated governmental pricing rates. The proposal by CDWG adheres to the negotiated pricing set forth by the NASPO contract.

FISCAL IMPACT

\$64,938.10, for the necessary VMWare and Microsoft licenses in order to run the standardized SCADA system. Of this amount, \$58,400 is for licenses and are capital expenditures. Sufficient funds are included in the District's Capital Improvement Projects for the SCADA Master Plan project. The remaining \$6,538.10 is for support and maintenance and will be included in the operations budget.

STAFF RECOMMENDATION

The Capital Improvement Projects Committee recommends that the Board of Directors authorize the General Manager to purchase Microsoft and VMWare licenses from CDWG for the SCADA network, for an amount not to exceed \$64,950.



MEMORANDUM

ITEM NO. 5

DATE: JULY 13, 2017

TO: CAPITAL IMPROVEMENT PROJECTS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: INTERNET CONNECTION SERVICES FOR GRIP AWTF, VANDER LANS AWTF, AND ADMINISTRATION BUILDING

SUMMARY

A key part of WRD's asset management initiative is the requirement to be able to remotely monitor operations data and equipment at the District's various facilities located throughout the basin, from its Lakewood headquarters. In order to facilitate this real time data transfer, a robust and reliable network connection is required. The Goldsworthy Desalter was previously approved for such a connection, and now the remaining three facilities (Vander Lans Advanced Water Treatment Facility (AWTF), GRIP AWTF and the Lakewood Administration building) require similar connections in order to complete the network.

WRD has contracted with Spectrum Communications to provide for such connections. Spectrum is a leading provider of fiber optic internet and site-to-site communications. Contracting with them to provide connections at all WRD facilities will allow direct point-to-point data communications between the sites which will provide secure communications for all the proposed aspects of the asset management system such as the computerized maintenance management system (CMMS). In addition to the secure point-to-point connections, both the GRIP AWTF and Lakewood Administration building require traditional internet connections.

The GRIP AWTF is scheduled to come online in 2018. Contracting with Spectrum now allows them to coordinate with the construction of the facility to ensure that their services are ready to be delivered upon completion of the project. The network connection, and accordingly the monthly fees associated with it, will not be activated until close to completion of construction and in coordination with WRD.

FISCAL IMPACT

For all three facilities, a monthly cost of \$8,910 with a five year contract, totaling \$106,920 per year and \$534,600 over five years plus installation fees of \$750, for a total contract value of \$535,350.

The current internet connection at the Lakewood Administration building, which has a cost of \$2,025 per month, will be replaced as part of the new contract. This previous connection would have cost \$121,500 over the term of the new contract thus the net cost increase to the District will be \$413,850.

	Monthly	Yearly	5-Year Total
GRIP AWTF Point-to-Point Connection	\$1,430	\$17,160	\$85,800
GRIP AWTF Internet Connection	\$2,320	\$27,840	\$139,200
Vander Lans AWTF Point-to-Point Connection	\$1,420	\$17,040	\$85,200
Lakewood Administration Bldg Point-to-Point Connection	\$1,420	\$17,040	\$85,200
Lakewood Administration Bldg Internet Connection	\$2,320	\$27,840	\$139,200
Installation			\$750
Total	\$8,910	\$106,920	\$535,350

STAFF RECOMMENDATION

The Capital Improvement Projects Committee recommends that the Board of Directors authorize the General Manager to enter into a contract with Spectrum Communications for internet connection services at the GRIP AWTF, Vander Lans AWTF and administration building, for an amount not to exceed \$535,350.



MEMORANDUM

ITEM NO. 6

DATE: JULY 13, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: AUTHORIZE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH KESTREL CONSULTING FOR LOANS AND GRANTS MANAGEMENT AND WRITING SERVICES

SUMMARY

The District has successfully secured more than \$124 million in outside funding in recent years from various funding programs using both in-house and grant writing consultant services. The District needs additional assistance with managing the requirements of the various aforementioned funding programs and in applying for future funding.

Staff was authorized to prepare and release a Request for Qualifications (RFQ) for the subject grant writing services. The District received four Statements of Qualifications on May 17, 2017. Staff evaluated each proposal on the desired qualifications listed within the released RFQ and Kestrel Consulting was the highest ranking firm. Kestrel Consulting's Statement of Qualifications demonstrated various desired qualifications, including experience with local, state, and federal grant funding programs, experience working with water agencies in Southern California, and success with grant awards. Specifically, Kestrel demonstrated in-depth experience with Proposition (Prop) 1's various loans and grants programs, Metropolitan Water District's Local Resources Program (LRP), and experience with conducting evaluations for projects serving Disadvantaged Communalities (DAC).

On May 25, 2017, following the conclusion of the first step of the qualifications based selection process, the CIP Committee authorized staff to negotiate a scope, schedule, and fee with the highest ranking firm for loans and grants management and writing services.

District staff negotiated a three-year contract with four tasks, including grants/loans management, current funding proposals, identifying new funding opportunities, and project management. Task 1 includes managing, reporting and invoicing for Prop 1 Groundwater Grant Program, which is a \$7.2 million grant and Prop 50, which is a \$4 million grant. The District included a grants administration budget line item for the Prop 1 Groundwater Grant Program. As such, the District will be able to submit reimbursement for up to \$110,000 for grants management costs. Task 2 includes the preparation of grant funding proposals for six projects that are outlined in the District's Five-Year Capital Improvements Program. Task 3 is for ongoing assessment of new funding opportunities, including research, attendance at funding workshops, and coordination with local, state and federal grant program officials.

Task 4 includes assistance with project management, coordination of staff, subcontractors and stakeholders, and quality assurance. Table 1, below, outlines the four tasks and associated budget.

Table 1: Tasks & Budget

WRD Grants Management and Grant Writing Assistance Budget Summary (3 Years)					
	YEAR 1	YEAR 2	YEAR 3	TOTAL	Grant Reimb.
Task 1: Grant/Loan Administration and Management	\$ 67,479.09	\$ 37,399.09	\$ 29,271.82	\$ 134,150.00	\$ 110,000
1.1 Prop 1 Groundwater Grant Los Angeles Forebay	\$ 52,689.09	\$ 36,839.09	\$ 28,711.82	\$ 118,240.00	
1.2 Prop 50 Desalination Grant for the Goldsworthy Desalter	\$ 14,790.00	\$ 560.00	\$ 560.00	\$ 15,910.00	\$ 10,000
Task 2: New Funding Proposals	\$ 83,729.56	\$ 45,078.22	\$ 18,222.22	\$ 147,030.00	
2.1 Regional Brackish Desalter - Prop 1 Desal Feasibility Study	\$ 26,040.00	\$ -	\$ -	\$ 26,040.00	\$ 1,120
2.2 LVL Injection Wells - Seawater Intrusion Control (SWIC)	\$ 39,785.56	\$ 18,222.22	\$ 18,222.22	\$ 76,230.00	\$ 35,230
2.3 Additional Prop 1 Groundwater Grants	\$ 10,400.00	\$ 20,960.00	\$ -	\$ 31,360.00	
2.3.1 Arlington Well/48th Street Well	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	
2.3.2 Phase II Funding for LA Forebay Project	\$ 4,400.00	\$ 20,960.00	\$ -	\$ 25,360.00	
2.4 IRWM Submittal For Two Projects To Be Determined	\$ 7,504.00	\$ 5,896.00	\$ -	\$ 13,400.00	
Task 3: Identify New Funding Opportunities	\$ 46,230.67	\$ 43,638.67	\$ 41,190.67	\$ 131,060.00	\$ 37,440
3.1 Quarterly Assessment of new opportunities	\$ 21,270.67	\$ 18,678.67	\$ 16,230.67	\$ 56,180.00	
3.2 Pursue future new funding opportunities	\$ 24,960.00	\$ 24,960.00	\$ 24,960.00	\$ 74,880.00	
Task 4: Project Management	\$ 33,680.00	\$ 33,680.00	\$ 33,680.00	\$ 101,040.00	
4.1 Manage the WRD/Kestrel Contract	\$ 17,280.00	\$ 17,280.00	\$ 17,280.00	\$ 51,840.00	
4.2 Assist with project management duties related to projects	\$ 10,160.00	\$ 10,160.00	\$ 10,160.00	\$ 30,480.00	
4.3 Quality Assurance and Quality Control	\$ 6,240.00	\$ 6,240.00	\$ 6,240.00	\$ 18,720.00	
TOTAL LABOR	\$231,119.31	\$159,795.98	\$ 122,364.71	\$ 513,280.00	
OTHER	\$ 5,020.00	\$ 5,020.00	\$ 4,300.00	\$ 14,340.00	
Travel (Assume \$4000/yr x 3 yrs)	\$ 4,000	\$ 4,000	\$ 4,000	\$ 12,000	
Print Delivery Expenses (3 yrs)	\$ 300	\$ 300	\$ 300	\$ 900	
12% Markup on CCMI	\$ 720	\$ 720		\$ 1,440	
TOTAL (3 YEARS)	\$236,139.31	\$164,815.98	\$ 126,664.71	\$ 527,620.00	\$ 193,790
			Est. Grant Reim	\$ 193,790	
			Net Total	\$ 333,830.00	

In addition to the current \$110,000 that is eligible for reimbursement of grants management costs through the Prop 1 Groundwater Grant Program, assuming most grants have a 50% reimbursable rate, staff estimates up to \$80,000 of additional reimbursable costs for future grants/loans management. Reducing the net cost of the Agreement by approximately \$190,000, for a contract total of \$334,000 (rounded) over three-years.

FISCAL IMPACT

The fiscal impact of the negotiated scope of work, fee, and project schedule of three-years is \$527,620 (\$528,000 rounded). However, \$110,000 is eligible for reimbursement through the recently awarded Proposition 1 Groundwater Grant. Also, in additional \$80,000 may be eligible for reimbursement through the various grant funding programs that the District is in the process of applying for. Hence, the net cost of the contract to the District is approximately \$334,000 over the course of three-years or \$111,000 each year.

STAFF RECOMMENDATION

The Capital Improvement Project Committee recommends that the Board of Directors authorize the General Manger to enter into Professional Services Agreement, subject to approval as to form by District Counsel, with Kestrel Consulting for Loans and Grants Management and Writing Services in the amount not to exceed \$528,000 (rounded) and with a three-year contract term that ends on June 30, 2020.



MEMORANDUM

ITEM NO. 7

DATE: JULY 13, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: GROUNDWATER RELIABILITY IMPROVEMENT PROGRAM'S ADVANCED WATER TREATMENT FACILITY (GRIP AWTF) DESIGN-BUILD PROJECT PROGRESS REPORT

SUMMARY

The GRIP AWTF project schedule includes numerous critical path milestones that must be managed and attained to meet the overall CY2018 project completion objective. Design and construction related activities commenced starting in July 2016. District staff will provide a regular verbal progress report to the CIP Committee.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

For discussion and possible action.



MEMORANDUM

ITEM NO. 8

DATE: JULY 13, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: GROUNDWATER RELIABILITY IMPROVEMENT PROGRAM (GRIP)
OUTREACH PROGRAMS UPDATE

SUMMARY

A GRIP Outreach Programs update will be provided at the meeting.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

For discussion and possible action.

