

**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, JUNE 8, 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. APPROVE MINUTES OF THE MEETING OF FEBRUARY 9, 2017

Staff Recommendation: Approve the minutes as submitted.

4. CONTRACT EXTENTION FOR PROFESSIONAL SERVICES WITH GILLIS PANICHAPAN ARCHITECTS FOR MINOR OFFICE RENOVATIONS AT THE WRD ADMINISTRATION BUILDING – PHASE 2

Staff Recommendation: The Capital Improvement Projects Committee recommends the Board of Directors authorize the General Manager to revise the approved Amendment No. 2 to include an extended contract term through September 30, 2017 with Gillis Panichapan Architects, Inc. for the Phase 2 project.

5. CONTRACT AMENDMENT WITH R DEPENDABLE CONSTRUCTION, INC. FOR OFFICE RENOVATIONS PHASE 2 AT THE WRD ADMINISTRATION BUILDING

Staff Recommendation: The Capital Improvement Projects Committee recommends the Board of Directors authorize the General Manager to execute an amendment with R Dependable Construction Inc., subject to approval as to form by District Counsel, for the Office Renovations Project – Phase 2 for a total amount not to exceed \$80,000 (rounded).

6. AWARD OF CONTRACT TO TETRA TECH INC. FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE SAFE DRINKING WATER PROJECTS: CITY OF HUNTINGTON PARK, CALIFORNIA AMERICAN WATER AND CITY OF LYNWOOD, AND MAYWOOD MUTUAL WATER COMPANY NO. 2

Staff Recommendation: That the CIP Committee recommend that the Board of Directors authorize the General Manager to execute a two-year professional services agreement with Tetra Tech Inc., subject to District Counsel approval as to form, for construction management services for four Safe Drinking Water approved projects for a total contract amount of \$300,000 (rounded), plus a 10% contingency

allowance of \$30,000 (rounded), for a total project budget amount of \$330,000 (rounded).

7. NETWORK CABLING CONTRACTOR FOR OFFICE RENOVATIONS - PHASE 2

Staff Recommendation: The Capital Improvement Projects (CIP) Committee recommends that the Board of Directors authorize the General Manager to enter into a Professional Services Agreement with Viper Cabling Services for network cabling installation, for an amount not to exceed \$14,820, plus a 10% contingency, for a total project budget of \$16,300 (rounded).

8. AWARD OF GENERAL SERVICES AGREEMENT WITH PLATT SECURITY SYSTEMS INC FOR SECURITY SERVICES AT THE WRD FIELD OPERATIONS AND STORAGE ANNEX FACILITY

Staff Recommendation: The CIP Committee recommends to the Board of Directors to authorize the General Manager to execute a General Services Agreement with Platt Security Systems Inc., subject to District Counsel approval as to form, for security services at the WRD Field Operations & Storage Annex Facility for a not to exceed amount of \$48,000, plus a 10% contingency, for a total project budget of \$52,800.

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

Staff Recommendation: For discussion and possible action.

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

Staff Recommendation: For discussion and possible action.

11. DEPARTMENT REPORT

Staff Recommendation: For information.

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

13. ADJOURNMENT

The Committee will adjourn to its next meeting currently scheduled for June 22, 2017 at 3:00 p.m.

Agenda posted by Tracey Burke, Senior Administrative Specialist on June 5, 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: JUNE 8, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: APPROVE MINUTES OF THE MEETING OF FEBRUARY 9, 2017

**MINUTES OF THURSDAY, FEBRUARY 9, 2017
MEETING OF THE CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE OF THE
BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A meeting of the Capital Improvement Projects Committee of the Board of Directors of the Water Replenishment District of Southern California was held on Thursday, February 9, 2017 at 3:00 p.m., at the District Office, 4040 Paramount Boulevard, Lakewood, California 90712. Committee Chair Albert Robles called the meeting to order and presided thereafter. Senior Administrative Specialist Tracey Burke recorded the minutes.

1. DETERMINATION OF A QUORUM

A quorum was present, which included:

Committee: Committee Chair Albert Robles; Directors John D. S. Allen; and Sergio Calderon were in attendance. Directors Rob Katherman and Willard H. Murray, Jr. were excused absent.

Staff: Ken Ortega; Jim McDavid; Phuong Watson; Lyndsey Bloxom; Pete Brown; David Alvarez

Public: Rick Taylor- Dakota Communications

2. PUBLIC COMMENT

Pursuant to Government Code Section 54954.3

None.

3. APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 22, 2016

Upon a motion duly made by Director Allen, seconded by Director Calderon, and unanimously approved, with Directors Murray and Katherman absent, it was

RESOLVED: The minutes of December 22, 2016 were approved as submitted.

4. AUTHORIZATION TO EXECUTE AN AGREEMENT WITH AKD CONSULTING FOR A REVIEW OF THE ALTERNATIVE PROJECT DELIVERY PROCESS FOR THE GROUNDWATER RELIABILITY IMPROVEMENT PROJECT (GRIP)

Assistant General Manager Ken Ortega presented this item.

Upon a motion duly made by Director Allen, seconded by Director Calderon, and unanimously approved, with Directors Murray and Katherman absent, it was

RESOLVED: The Board of Directors authorizes the General Manager to enter into a Professional Services Agreement, subject to approval as to form by District Counsel, with AKD Consulting for the Review of the Alternative Project Delivery Review Process for GRIP in the amount not to exceed \$167,070, plus a 10% contingency for unforeseen conditions, for a total cost not to exceed \$184,000 (rounded) and with a contract term that ends on December 31, 2018.

5. REVIEW OF INTERPRETIVE/EXHIBITRY CONCEPT, DESIGN, CONSTRUCTION, AND INSTALLATION SERVICES REQUEST FOR QUALIFICATIONS PROCUREMENT PROCESS

Assistant General Manager Ken Ortega explained the process recently undertaken by staff to identify the firm best qualified for the project. Firms were graded on several criteria, including experience and demonstrated ability with similar projects, qualifications of the proposed key personnel, effectiveness of project coordination efforts, location and accessibility of staff, and LBE/SBE/BBE status. Discussion followed.

Upon a motion duly made by Director Allen, seconded by Director Calderon, and unanimously approved, with Directors Katherman and Murray absent, it was

RESOLVED: The Capital Improvement Projects Committee recommends that Staff proceed with negotiating a detailed scope, fee, and schedule, to be presented at the next CIP Committee Meeting.

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

Mr. Ortega provided an update.

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

None.

8. DEPARTMENT REPORT

None.

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

None.

10. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 3:49 P.M.

Chair

ATTEST:

Member

Approved in minutes of:



MEMORANDUM

ITEM NO. 4

DATE: JUNE 8, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: CONTRACT EXTENTION FOR PROFESSIONAL SERVICES WITH GILLIS PANICHAPAN ARCHITECTS FOR MINOR OFFICE RENOVATIONS AT THE WRD ADMINISTRATION BUILDING – PHASE 2

SUMMARY

On May 25, 2017, the District authorized Contract Amendment No. 2 with Gillis & Panichapan Architects for the Office Renovation Phase 2 project. This second phase of office renovation work also included lobby improvements and a new reception area on the first floor. The professional services agreement with Gillis & Panichapan Architects was amended October 2016 to perform the designs for the renovations and the contract term was extended to June 30, 2017. When this item was presented to the Board on May 25, 2017, staff overlooked the request to extend the contract term from June 30, 2017. Staff request a revision to the approved Amendment No.2 with Gillis & Panichapan Architects to include a contract extension to September 30, 2017.

FISCAL IMPACT

Amendment No. 2 was approved by the Board on May 25, 2017 for an amount not to exceed \$25,000. This is a revision to Amendment No. 2 to include a contract term extension through September 30, 2017.

STAFF RECOMMENDATION

The Capital Improvement Projects Committee recommends the Board of Directors authorize the General Manager to revise the approved Amendment No. 2 to include an extended contract term through September 30, 2017 with Gillis Panichapan Architects, Inc. for the Phase 2 project.



MEMORANDUM

ITEM NO. 5

DATE: JUNE 8, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: CONTRACT AMENDMENT WITH R DEPENDABLE CONSTRUCTION, INC. FOR OFFICE RENOVATIONS PHASE 2 AT THE WRD ADMINISTRATION BUILDING

SUMMARY

On March 2, 2017, the Board of Directors authorized a contract with R Dependable Inc. for the Office Renovations at the WRD Administration Building Project – Phase 2. The second phase of office renovation work includes renovating the existing space on the first floor to accommodate the Water Resources/Water Master Department and newly formed Internal Services Department along with improvements to the lobby and a new reception area.

After the contract was awarded and construction began, the District executed a contract with Mad Systems to develop Interpretive/Exhibit Concepts for the Administrative Lobby. The exhibitry work has resulted in additional changes to the Phase 2 contract including, but not necessarily limited to, electrical modifications, added lighting fixtures, increased painting, drywall, and ceiling modifications. The aforementioned added work was not included in the original scope and exceed the current contract contingency. Therefore, an amendment (change order) for an additional \$79,163 is needed with R Dependable Construction. The original contract with R Dependable was \$177,000 plus contingency.

FISCAL IMPACT

The amendment would be for an additional amount not to exceed \$80,000 (rounded). Sufficient funds exist in the District's Capital Improvement Program (CIP) through debt service financing.

STAFF RECOMMENDATION

The Capital Improvement Projects Committee recommends the Board of Directors authorize the General Manager to execute an amendment with R Dependable Construction Inc., subject to approval as to form by District Counsel, for the Office Renovations Project – Phase 2 for a total amount not to exceed \$80,000 (rounded).



MEMORANDUM

ITEM NO. 6

DATE: JUNE 8, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: AWARD OF CONTRACT TO TETRA TECH INC. FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE SAFE DRINKING WATER PROJECTS: CITY OF HUNTINGTON PARK, CALIFORNIA AMERICAN WATER AND CITY OF LYNWOOD, AND MAYWOOD MUTUAL WATER COMPANY NO. 2

SUMMARY

In 2016, the District approved three wellhead treatment projects through the Safe Drinking Water Program: California American Water Arlington Well, Huntington Park Well 15, and Lynwood Well 11. The wellhead treatment system at all three wells will consist of a complete granular activated filtration system built within the boundaries of the existing well sites owned and operated by the water systems. Granulated Activated Carbon filtration is a closed system that has long been recognized as an effective means for removing Volatile Organic Compounds (VOCs), including PCE and TCE, from groundwater wells. The treatment systems will have the capacity to treat the full flow of the wells.

In addition, as part of Assembly Bill No. 240, the District was designated to manage and implement a water quality improvement project in the City of Maywood. The appropriated funds were assigned to the Maywood Avenue Wellhead treatment project for iron and manganese removal. This bill designated the District to manage the design and implementation or construction of the project. The District approved the Maywood Avenue project in 2017.

On April 6, 2017, the Board approved release of a Request for Proposals (RFP) for construction management services to assist with overseeing the contractors of the multiple projects that will be contracted by the District. On May 16, 2017, a mandatory pre-proposal meeting was held with five (5) firms attending. On May 23, 2017, the District received two proposals before the prescribed submittal deadline from Carollo Engineers and Tetra Tech which were reviewed by three (3) District staff. The proposal evaluation criteria included project team qualifications and management plan, project understanding and approach, relevant experience, proposed labor hours and fees, meeting the project schedule, and participation in the District's policy for local/small/veteran businesses.

Based on the proposals submitted, Tetra Tech, Inc. is considered the most qualified firm for the multiple projects. Tetra Tech demonstrated the best understanding and approach, as well as assembled the strongest project team with extensive experience in managing similar projects.

FISCAL IMPACT

The base cost for construction management from Tetra Tech is \$297,100 for the multiple projects. There are sufficient funds in the District's Capital Improvement Program for the proposed work.

Three of the proposed Safe Drinking Water projects to be financed through the 2015 bond issuance and the Maywood Avenue project will be funded through the AB 240 appropriated funds. Sufficient funds exist in the District's Capital Improvement Program (CIP) through debt service financing.

STAFF RECOMMENDATION

That the CIP Committee recommend that the Board of Directors authorize the General Manager to execute a two-year professional services agreement with Tetra Tech Inc., subject to District Counsel approval as to form, for construction management services for four Safe Drinking Water approved projects for a total contract amount of \$300,000 (rounded), plus a 10% contingency allowance of \$30,000 (rounded), for a total project budget amount of \$330,000 (rounded).



MEMORANDUM

ITEM NO. 7

DATE: JUNE 8, 2017

TO: CAPITAL IMPROVEMENT PROJECTS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: NETWORK CABLING CONTRACTOR FOR OFFICE RENOVATIONS - PHASE 2

SUMMARY

Due to its specialized nature, installation of the network cabling and wiring rack for the office renovations phase 2 project was bid independently of the remodel work being performed by the general contractor. WRD staff solicited quotes from several data cabling contractors to perform this task and received four qualified proposals. Staff is recommending to select the lowest qualified bidder, Viper Cabling Services, for work including:

- Installation of 96 data cables at 29 locations
- Installation of a data cabling rack and cable management system

FISCAL IMPACT

The fiscal impact for the network installation is \$14,820, plus a 10% contingency, for a total project budget of \$16,300 (rounded).

STAFF RECOMMENDATION

The Capital Improvement Projects (CIP) Committee recommends that the Board of Directors authorize the General Manager to enter into a Professional Services Agreement with Viper Cabling Services for network cabling installation, for an amount not to exceed \$14,820, plus a 10% contingency, for a total project budget of \$16,300 (rounded).



MEMORANDUM

ITEM NO. 8

DATE: JUNE 8, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: AWARD OF GENERAL SERVICES AGREEMENT WITH PLATT SECURITY SYSTEMS INC FOR SECURITY SERVICES AT THE WRD FIELD OPERATIONS AND STORAGE ANNEX FACILITY

SUMMARY

In May 2016, WRD (District) purchased a 2.3 acre parcel, located at 3919 Paramount Boulevard, Lakewood, CA which will serve as the District's new field operations and storage annex facility. Due to the need to regularly monitor the site for security reasons, the District entered into a short-term contract with American Security Force, Inc. to provide security patrol services. In addition, the District recently completed the procurement process to retain an architectural and engineering design firm to provide a needs and space planning assessment, and schematic design for future improvements at the site. However, it is expected that the site will remain unoccupied until the first tenant improvement project is prepared, permitted, and ready for construction. On April 13, 2017, the Board of Directors authorized the release of a Request for Proposal (RFP) for security services.

On May 16, 2017, District staff posted a Request for Proposal (RFP) solicitation for Security Services on the WRD website and also issued the solicitation to fifteen different security services firms located within the Long Beach and LA County area. A mandatory pre-proposal meeting was held on May 24, 2017 with three firms in attendance. On May 31, 2017, the District received one proposal which was evaluated by District staff. The evaluation criteria included project team qualifications, project understanding and approach, performance on similar projects, proposed labor hours and fees, and participation in the District policy for local/small/veteran owned businesses.

Based on the evaluation of the proposal and review of project references, Platt Security Systems Inc. is considered qualified to perform the necessary scope of services for WRD's Field Operations and Storage Annex Facility.

FISCAL IMPACT

The projected amount for two-years of security services with Platt Security Systems Inc is \$48,000, plus a 10% contingency for unforeseen circumstances, bringing the total not to exceed budget amount to \$52,800. Sufficient funds exist for the security services work and is budgeted in the District's current Capital Improvement Program (CIP).

STAFF RECOMMENDATION

The CIP Committee recommends to the Board of Directors to authorize the General Manager to execute a General Services Agreement with Platt Security Systems Inc., subject to District Counsel approval as to form, for security services at the WRD Field Operations & Storage Annex Facility for a not to exceed amount of \$48,000, plus a 10% contingency, for a total project budget of \$52,800.



MEMORANDUM

ITEM NO. 9

DATE: JUNE 8, 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. 10

DATE: JUNE 8, 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.