

TO: BOARD OF DIRECTORS
FROM: MARIO IGLESIAS
GENERAL MANAGER
DATE: DECEMBER 6, 2019



PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.
[RECEIVE ANNOUNCEMENTS AND REPORTS FROM DIRECTORS]

- C-2) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER



DATE: DECEMBER 6, 2019



CONSENT AGENDA

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item removed. If discussion is desired, the item may be removed from the Consent Agenda by a Board member and will be considered separately at the conclusion of the Administrative Items. Individual items on the Consent Agenda are approved by the same vote that approves the Consent Agenda, unless an item is pulled for separate consideration. The recommendations for each item are noted in bracket. Members of the public may comment on the Consent Agenda items.

**Questions or clarification may be made by the Board members
without removal from the Consent Agenda.**

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE NOVEMBER 27, 2019, REGULAR BOARD MEETING MINUTES
[RECOMMEND APPROVE MINUTES]
- D-3) AUTHORIZE STAFF TO BID SOUTHLAND WASTEWATER TREATMENT FACILITY
SCREW PRESS PROJECT [RECOMMEND AUTHORIZE STAFF TO BID AND FILE
CEQA NOTICE OF EXEMPTION].
- D-4) AUTHORIZE STAFF TO BID EUREKA WELL REPLACEMENT PROJECT
[RECOMMEND AUTHORIZE STAFF TO BID PROJECT AND FILE CEQA NOTICE
OF EXEMPTION].
- D-5) APPROVE NEWTON GEO-HYDROLOGY 2020 CONSULTING SERVICES
CONTRACT SCOPE AND \$90,000 BUDGET [RECOMMEND APPROVE SCOPE
AND BUDGET FOR NEWTON GEO-HYDROLOGY CONSULTING SERVICES]

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS
GENERAL MANAGER

MIG

FROM: LISA BOGNUDA
FINANCE DIRECTOR

LSB

DATE: DECEMBER 6, 2019

AGENDA ITEM
D-1
DECEMBER 11, 2019

WARRANTS

TOTAL COMPUTER CHECKS
\$208,508.67

HANDWRITTEN CHECKS
None

VOIDS – NONE

COMPUTER GENERATED CHECKS – SEE ATTACHED



Nipomo Community Services District

Item D-1 Warrants DECEMBER 11, 2019
By Payment Number

Payment Dates 12/11/2019 - 12/11/2019

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 5508				
Abalone Coast Analytical, Inc.	Lab tests	4790	12/11/2019	6,469.50
				Payment 5508 Total: <u>6,469.50</u>
Payment: 5509				
Alexander's Contract Services,	Meter reading	201911270872	12/11/2019	2,586.68
				Payment 5509 Total: <u>2,586.68</u>
Payment: 5510				
American Industrial Supply	Pipe nipples	0337793	12/11/2019	17.68
				Payment 5510 Total: <u>17.68</u>
Payment: 5511				
ASAP Reprographics	Pipeline Improvements Bed Di	207403	12/11/2019	126.00
ASAP Reprographics	Southland WWTF Storage Buil	207650	12/11/2019	197.37
				Payment 5511 Total: <u>323.37</u>
Payment: 5512				
Bernheisel, Gregory & Sandr	Washer rebate	DEC2019	12/11/2019	75.00
				Payment 5512 Total: <u>75.00</u>
Payment: 5513				
Brenntag Pacific, Inc.	Sodium hypochlorite	1549	12/11/2019	838.72
Brenntag Pacific, Inc.	Sodium hypochlorite	1550	12/11/2019	135.33
				Payment 5513 Total: <u>974.05</u>
Payment: 5514				
California Rural Water Associa	Annual Membership	2020	12/11/2019	1,367.00
				Payment 5514 Total: <u>1,367.00</u>
Payment: 5515				
California Special Districts Ass	Annual Membership	2020	12/11/2019	7,615.00
				Payment 5515 Total: <u>7,615.00</u>
Payment: 5516				
CalPERS	Quarterly OPEB contribution	12312019	12/11/2019	25,250.00
				Payment 5516 Total: <u>25,250.00</u>
Payment: 5517				
Charter Communications	Internet - Shop and/or Office	0225708112219	12/11/2019	1,576.25
Charter Communications	Internet - Shop and/or Office	0123630120319	12/11/2019	214.97
				Payment 5517 Total: <u>1,791.22</u>
Payment: 5518				
Columbia Capital Managemen	BL Assessment District	191075001	12/11/2019	6,906.25
				Payment 5518 Total: <u>6,906.25</u>
Payment: 5519				
Core & Main, LP	Meter adaptors	L554111	12/11/2019	1,969.39
				Payment 5519 Total: <u>1,969.39</u>
Payment: 5520				
Dana Adobe Nipomo Amigos	Reimbursement-waterline ups	INV0006490	12/11/2019	40,568.00
				Payment 5520 Total: <u>40,568.00</u>
Payment: 5521				
Dean, Ann	Washer rebate	INV0006491	12/11/2019	75.00
				Payment 5521 Total: <u>75.00</u>
Payment: 5522				
Electricraft, Inc.	BL WWTF maintenance	16067	12/11/2019	6,245.00
				Payment 5522 Total: <u>6,245.00</u>

Item D-1 Warrants DECEMBER 11, 2019

Payment Dates: 12/11/2019 - 12/11/2019

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 5523				
Famcon Pipe and Supply, Inc.	Water meter supplies	S100015046.001	12/11/2019	8,897.73
Payment 5523 Total:				8,897.73
Payment: 5524				
FGL Environmental	Lab tests	983477A	12/11/2019	494.00
Payment 5524 Total:				494.00
Payment: 5525				
GLM Landscape Management	Landscape maintenance	Nov 2019	12/11/2019	405.00
Payment 5525 Total:				405.00
Payment: 5526				
Home Depot Credit Services D	Lith battery/rope/supplies	5512321	12/11/2019	221.73
Payment 5526 Total:				221.73
Payment: 5527				
Mission Uniform Service	Uniforms	511310294	12/11/2019	146.56
Mission Uniform Service	Uniforms	511250139	12/11/2019	152.08
Payment 5527 Total:				298.64
Payment: 5528				
Newton Geo-Hydrology Cons	Litigation support	INV0006492	12/11/2019	5,823.28
Payment 5528 Total:				5,823.28
Payment: 5529				
Nunley & Associates, Inc.	JRPS Pump selection and desi	6395	12/11/2019	7,646.72
Nunley & Associates, Inc.	Southland Screw Press Design	6409	12/11/2019	545.13
Nunley & Associates, Inc.	GIS support	6369	12/11/2019	1,755.12
Payment 5529 Total:				9,946.97
Payment: 5530				
Office Depot	Office supplies	406648782001	12/11/2019	72.52
Office Depot	Office supplies	406649115001	12/11/2019	18.24
Office Depot	Office supplies	405238869001	12/11/2019	105.08
Payment 5530 Total:				195.84
Payment: 5531				
PG&E	Electricity	11262019	12/11/2019	50,626.38
Payment 5531 Total:				50,626.38
Payment: 5532				
Polydyne, Inc.	Clarifloc	1408398	12/11/2019	649.38
Payment 5532 Total:				649.38
Payment: 5533				
Praxair Distribution, Inc.	Carbon Dioxide	93137152	12/11/2019	82.56
Praxair Distribution, Inc.	Cylinder rental	93265460	12/11/2019	52.38
Payment 5533 Total:				134.94
Payment: 5534				
R. Baker, Inc.	Waterline repair	12149819	12/11/2019	20,254.23
Payment 5534 Total:				20,254.23
Payment: 5535				
Santa Maria Ford Lincoln	Vehicle repair/maintenance	186121	12/11/2019	50.29
Payment 5535 Total:				50.29
Payment: 5536				
Santa Maria Sun, LLC	Conservation ad	306545	12/11/2019	396.00
Payment 5536 Total:				396.00
Payment: 5537				
South County Sanitary Service	Solid Waste Tax Liens	Nov 2019	12/11/2019	706.74
Payment 5537 Total:				706.74
Payment: 5538				
Statewide Traffic Safety & Sign	Barricades	03014588	12/11/2019	303.83
Payment 5538 Total:				303.83

Item D-1 Warrants DECEMBER 11, 2019

Payment Dates: 12/11/2019 - 12/11/2019

Vendor Name	Description (Payable)	Payable Number	Payment Date	Amount
Payment: 5539				
United Rentals	Boom rental	176427671	12/11/2019	348.53
Payment 5539 Total:				<u>348.53</u>
Payment: 5540				
US Bank National Association	CSMFO membership renewal	NOV2019G	12/11/2019	110.00
US Bank National Association	CSM2 renewal - Iglesias	NOV2019F	12/11/2019	94.00
US Bank National Association	Travel and meals	NOV2019B	12/11/2019	1,069.06
US Bank National Association	Adobe software subscription	NOV201D	12/11/2019	33.98
US Bank National Association	Employment ads	NOV2019C	12/11/2019	25.00
US Bank National Association	Board meeting supplies	NOV2019A	12/11/2019	32.72
US Bank National Association	Operating supplies	NOV2019H	12/11/2019	902.40
US Bank National Association	Storage unit	NOV2019E	12/11/2019	190.50
Payment 5540 Total:				<u>2,457.66</u>
Payment: 5541				
USA Bluebook	pH Electrode	72862	12/11/2019	557.81
Payment 5541 Total:				<u>557.81</u>
Payment: 5542				
Verizon Wireless	Cell service	9842775231	12/11/2019	659.05
Payment 5542 Total:				<u>659.05</u>
Payment: 5543				
Villanueva, Elizabeth	Reimbursement-application/li	INV0006493	12/11/2019	124.00
Payment 5543 Total:				<u>124.00</u>
Payment: 5544				
Waskiewicz, Kristy	Washer rebate	INV0006494	12/11/2019	75.00
Payment 5544 Total:				<u>75.00</u>
Payment: 5545				
Waste Connections	Waste collection	6684238	12/11/2019	47.45
Waste Connections	Waste collection	6685571	12/11/2019	222.42
Waste Connections	Waste collection	6685194	12/11/2019	251.63
Payment 5545 Total:				<u>521.50</u>
Payment: 5546				
Willdan Financial Services	BL Assessment District engine	010-43102	12/11/2019	2,127.00
Payment 5546 Total:				<u>2,127.00</u>

TO: BOARD OF DIRECTORS
FROM: MARIO IGLESIAS
GENERAL MANAGER
DATE: DECEMBER 11, 2019



AGENDA ITEM
D-2
DECEMBER 6, 2019

**APPROVE NOVEMBER 27, 2019
REGULAR BOARD MEETING MINUTES**

ITEM

Approve action minutes from previous Board meetings. [RECOMMEND APPROVE MINUTES]

BACKGROUND

The draft minutes are a written record of the previous Board Meeting action.

RECOMMENDATION

Approve Minutes

ATTACHMENT

- A. November 27, 2019 draft Regular Board Meeting Minutes

DECEMBER 11, 2019

ITEM D-2

ATTACHMENT A

NIPOMO COMMUNITY SERVICES DISTRICT

Serving the Community since 1965

DRAFT REGULAR MINUTES

NOVEMBER 27, 2019 AT 9:00 A.M.

JON S. SEITZ BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

BOARD of DIRECTORS

ED EBY, PRESIDENT
DAN ALLEN GADDIS, VICE PRESIDENT
BOB BLAIR, DIRECTOR
CRAIG ARMSTRONG, DIRECTOR
DAN WOODSON, DIRECTOR

PRINCIPAL STAFF

MARIO IGLESIAS, GENERAL MANAGER
LISA BOGNUDA, FINANCE DIRECTOR
WHITNEY MCDONALD, GENERAL COUNSEL
PETER SEVCIK, DIRECTOR OF ENG. & OPS.

Mission Statement:

Provide our customers with reliable, quality, and cost-effective services now and in the future.

A. CALL TO ORDER AND FLAG SALUTE

President Eby called the Regular Meeting of November 27, 2019, to order at 9:00 a.m. and led the flag salute.

B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

At Roll Call, Directors Woodson, Blair, Armstrong and Eby were present. Director Gaddis was absent.

There were no public comments.

C. PRESENTATIONS AND REPORTS

- C-1 RECEIVE LAFCO PRESENTATION ON ANNEXATION PRACTICES FROM LAFCO'S EXECUTIVE DIRECTOR [RECOMMEND RECEIVE AND FILE]

David Church, Executive Director of SLO LAFCO, gave a presentation on LAFCO annexation process.

There were no public comments.

- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.

Receive Announcements and Reports from Directors

Director Woodson

- *November 25, attended SCAC meeting.*

Director Eby

- *November 18, attended Board Officers' meeting.*
- *November 19, attended NMMA meeting.*
- *November 21, attended LAFCO meeting.*
- *November 22, attended Blacklake Ad Hoc Committee meeting.*

SUBJECT TO BOARD APPROVAL

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

- C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

There were no public comments.

*Upon the motion of Director Armstrong and seconded, the Board unanimously approved receiving and filing presentations and reports.
Vote 4-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Woodson, Blair and Eby	None	Gaddis

D. CONSENT AGENDA

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE NOVEMBER 13, 2019, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]
- D-3) ACCEPT FIRST QUARTER FISCAL YEAR 2019-2020 QUARTERLY FINANCIAL REPORT [RECOMMEND RECEIVE AND FILE REPORT]
- D-4) APPROVE REIMBURSEMENT FOR 671 SOUTH OAKGLEN WATERLINE [RECOMMEND ADOPT RESOLUTION]
- D-5) ACCEPT OFFER OF SEWER IMPROVEMENTS, EASEMENT, AND DEED RESTRICTION FOR DANA ELEMENTARY SCHOOL [RECOMMEND ADOPT RESOLUTION ACCEPTING OFFER OF IMPROVEMENTS, EASEMENT, AND DEED RESTRICTION]
- D-6) APPROVE 2020 BOARD MEETING SCHEDULE [RECOMMEND REVIEW AND APPROVE 2020 BOARD MEETING SCHEDULE]

There were no public comments.

*Upon the motion of Director Armstrong and seconded, the Board unanimously approved the Consent Agenda.
Vote 4-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Woodson, Blair and Eby	None	Gaddis

RESOLUTION NO. 2019-1532

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
APPROVING REIMBURSEMENT FOR WATERLINE IMPROVEMENTS
AT SOUTH OAKGLEN AVENUE**

RESOLUTION NO. 2019-1533

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NIPOMO COMMUNITY SERVICES DISTRICT
ACCEPTING DANA ELEMENTARY SCHOOL SEWER EASEMENT,
DEED RESTRICTION, AND SEWER IMPROVEMENTS**

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

E. ADMINISTRATIVE ITEMS

- E-1) CONSIDER ADOPTING REVISED NIPOMO COMMUNITY SERVICES DISTRICT ANNEXATION POLICY [RECOMMEND ADOPT RESOLUTION AMENDING ANNEXATION POLICY]

There were no public comments.

This item was tabled.

- E-2) INTRODUCE ORDINANCE AMENDING CHAPTER 3.03 OF THE DISTRICT CODE AND REVIEW PROPOSED DISCONTINUANCE OF RESIDENTIAL WATER SERVICE POLICY [RECOMMEND INTRODUCE, READ FULL TITLE, WAIVE FURTHER READING OF THE ORDINANCE, AND ORDER PUBLICATION OF A DISPLAY AD PER GOVERNMENT CODE SECTION 25124(b)(2) AND REVIEW DISCONTINUANCE OF WATER SERVICE POLICY]

Mario Iglesias General Manager, and Lisa Bognuda, Finance Director, presented the item and answered questions from the Board.

There were no public comments.

*Upon the motion of Director Armstrong and seconded, the Board unanimously moved to introduce an Ordinance of Board of Directors of the Nipomo Community Services District amending the Nipomo Community Services District Code Chapter 3.03, waive further reading of the ordinance, and order publication of a ¼ page display ad regarding the ordinance in accordance with Government Code Section 25124(b)(2).
Vote 4-0.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Woodson, Blair and Eby	None	Gaddis

ORDINANCE NO. 2019-130

AN ORDINANCE OF BOARD OF THE DIRECTORS OF THE NIPOMO COMMUNITY SERVICES DISTRICT AMENDING CHAPTER 3.03 OF THE NIPOMO COMMUNITY SERVICES DISTRICT CODE

It was further directed that the Resolution to adopt the proposed Discontinuance of Residential Water Service Policy occur at the next regular meeting when the ordinance may be considered for adoption.

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES

- E-3) CONSIDER REQUEST FOR WATER, SEWER AND SOLID WASTE SERVICE (INTENT-TO-SERVE LETTER) FOR A 4 PARCEL COMMERCIAL DEVELOPMENT LOCATED AT 170 S. FRONTAGE ROAD, APN 092-576-013 [RECOMMEND CONSIDER INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS]

Mario Iglesias, General Manager, answered questions from the Board.

Pam Wilson, NCSD resident, commented on the project.

*Upon the motion of Director Blair and seconded, the Board unanimously approved the Intent-To-Serve letter with conditions outlined in the Staff Report.
Vote 4-0.*

YES VOTES	NO VOTES	ABSENT
Directors Blair, Woodson, Armstrong and Eby	None	Gaddis

F. GENERAL MANAGER'S REPORT

Mario Iglesias, General Manager, presented the item and answered questions from the Board.

There were no public comments.

G. COMMITTEE REPORTS

President Eby, stated the BlackLake Ad Hoc Committee met to review the schedule.

There were no public comments.

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

None

I. CLOSED SESSION ANNOUNCEMENTS

- 1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION PURSUANT TO GC §54956.9
 - a. SMVWCD V. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750, AND ALL CONSOLIDATED CASES)

J. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments

Craig Steele, District Legal Counsel, stated there was no need for Closed Session.

**Nipomo Community Services District
DRAFT REGULAR MEETING
MINUTES**

ADJOURN MEETING

President Eby adjourned the meeting at 10:07 a.m.

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 07 minutes
Closed Session	0 hour 00 minutes
TOTAL HOURS	1 hour 07 minutes

Respectfully submitted,

Mario Iglesias, General Manager and Secretary to the Board

Date

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E.
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: DECEMBER 6, 2019

**AGENDA ITEM
D-3
DECEMBER 11, 2019**

AUTHORIZE STAFF TO BID SOUTHLAND WASTEWATER TREATMENT FACILITY SCREW PRESS PROJECT

ITEM

Authorize staff to advertise Southland Wastewater Treatment Facility Screw Press Project for bid and file CEQA Notice of Exemption [RECOMMEND AUTHORIZE STAFF TO BID PROJECT AND FILE CEQA NOTICE OF EXEMPTION].

BACKGROUND

The District's Southland Wastewater Treatment Facility (SWWTF) consists of screening, grit removal, extended aeration treatment, effluent disposal ponds and biosolids handling equipment. Biosolids are processed using a gravity belt thickener (GBT) and concrete-lined drying beds to reduce the water content of the waste biosolids (sludge) from the SWWTF. Water is removed from the biosolids to reduce weight and volume before hauling offsite for beneficial reuse. Reducing the weight and volume of biosolids allows the biosolids to be hauled offsite as well as minimizes hauling and disposal costs.

During the summer, the biosolids drying beds are extremely effective at dewatering the thickened biosolids (increasing the solids content of the biosolids prior to hauling offsite). However, longer residence times in the drying beds during wet weather periods can cause increased odors. In March 2018, the District received a Notice of Violation from the San Luis Obispo County Air Pollution Control District (SLOAPCD) for creating nuisance odors. The District has taken several operational corrective actions to address the issue on an interim basis and per the mutual settlement agreement with the SLOAPCD, the District needs to install a screw press to dewater thickened biosolids from the GBT in order to avoid use of the drying beds during periods of wet weather.

The plans and specifications for the Southland WWTF Screw Press Project are being finalized. In accordance with the District's Purchasing Policy, staff needs Board approval to solicit bids for the project. Staff expects to return to your Board with a recommendation for contract award in March 2020.

Regarding compliance with the California Environmental Quality Act (CEQA), the project involves the minor alteration of an existing wastewater treatment facility and is categorically exempt in accordance with CEQA Guidelines Section 15301. Staff will file a CEQA Notice of Exemption for the project.

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 5. OPERATIONS. Maintain a proactive program to ensure readiness of systems and cost-effectiveness of operations.

FISCAL IMPACT

The estimated construction cost is \$920,000. Funding for the project is available in the FY 2019-2020 budget.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, authorize staff to solicit bids for the Southland WWTF Screw Press Project and file a CEQA Notice of Exemption.

ATTACHMENTS

None

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS
GENERAL MANAGER *MIG*
FROM: PETER V. SEVCIK, P.E. *PVS*
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: DECEMBER 6, 2019

**AGENDA ITEM
D-4
DECEMBER 11, 2019**

AUTHORIZE STAFF TO BID EUREKA WELL REPLACEMENT PROJECT

ITEM

Authorize staff to advertise Eureka Well Replacement Project for bid and file CEQA Notice of Exemption [RECOMMEND AUTHORIZE STAFF TO BID PROJECT AND FILE CEQA NOTICE OF EXEMPTION].

BACKGROUND

The Eureka Well had historically been one of the District's largest producing wells. The well was drilled in 1979 and the 2007 Master Plan Update identified a nominal flow capacity of 890 gallons per minute (gpm) for the well based on the long-term average of flow records. In late 2016, the well casing failed and staff determined that well was no longer serviceable. The well needs to be properly abandoned and replaced with a new well. The replacement well will be drilled on the same site as the existing well since the existing well had excellent water quality and quantity characteristics. In addition, using the existing site for the replacement well will maximize use of the District's investment in support infrastructure at the site.

The plans and specifications for the Eureka Well Replacement Project are being finalized. In accordance with the District's Purchasing Policy, staff needs Board approval to solicit bids for the project. Staff expects to return to your Board with a recommendation for construction contract award in March 2020.

Regarding compliance with the California Environmental Quality Act (CEQA), the project involves the replacement of an existing facility with substantially the same purpose and capacity and is categorically exempt in accordance with CEQA Guidelines Section 15302. Staff will file a CEQA Notice of Exemption for the project.

STRATEGIC PLAN

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 5. OPERATIONS. Maintain a proactive program to ensure readiness of systems and cost-effectiveness of operations.

**ITEM D-4, EUREKA WELL REPLACEMENT
AUTHORIZATION TO BID
DECEMBER 11, 2019**

PAGE 2

FISCAL IMPACT

The estimated construction cost is \$730,000. Funding for the project in the amount of \$1,000,000 is available in the FY 2019-2020 budget.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, authorize staff to solicit bids for the Eureka Well Replacement Project and file a CEQA Notice of Exemption.

ATTACHMENTS

None

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS
GENERAL MANAGER



DATE: DECEMBER 6, 2019

AGENDA ITEM

D-5

DECEMBER 11, 2019

**APPROVE NEWTON GEO-HYDROLOGY
2020 CONSULTING SERVICES CONTRACT SCOPE
AND \$90,000 BUDGET**

ITEM

Consider scope and budget for calendar year 2020 for Newton Geo-Hydrology Consulting Services [RECOMMEND APPROVE SCOPE AND BUDGET FOR NEWTON GEO-HYDROLOGY CONSULTING SERVICES]

BACKGROUND

Dr. Brad Newton has provided litigation support services and general hydrologic consulting services to the District throughout the groundwater adjudication process. Dr. Newton represents the District on the Nipomo Mesa Management Area Technical Group.

The contracts for Dr. Newton's services are reviewed by your Board each calendar year. The attached scopes of work from Newton Geo-Hydrology present the proposed scope of services and budget for 2019.

The proposal covers two tasks, General Consultation (not to exceed limit of \$10,000) and Santa Maria Groundwater Adjudication support (not to exceed limit of \$80,000).

FISCAL IMPACT

The approved FY 19-20 Budget includes funding for six months of Dr. Newton's services. The remaining six months of services will be included in the FY 20-21 Budget.

STRATEGIC PLAN

Goal 1. WATER SUPPLIES. Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

- 1.6 Continue to monitor and participate in water supply issues and programs with other local and regional organizations

RECOMMENDATION

Staff recommends the Board of Directors by motion and roll-call vote, approve the 2019 Support Services Contract with Newton Geo-Hydrology Consulting Services, LLC for a not to exceed amount of \$90,000.00 and direct staff to issue Task Order 2020-1 in the amount of \$10,000 and Task Order 2020-2 in the amount of \$80,000.

ATTACHMENTS

- A. Newton Geo-Hydrology Consulting Services, LLC 2020 Task Orders and Exhibits

DECEMBER 11, 2019

ITEM D-5

ATTACHMENT A

ATTACHMENT #1 To EXHIBIT "A"

**to
AGREEMENT FOR PROFESSIONAL SERVICES**

**Between
NIPOMO COMMUNITY SERVICES DISTRICT
and
NEWTON GEO-HYDROGEOLOGY CONSULTING SERVICES, LLC**

January 1, 2020

REQUEST FOR SERVICES – TASK ORDER # 2020-1

AUTHORIZATION FOR SERVICES:

At the request of the Nipomo Community Services District, Engineer Consultant is to provide services as described herein. The terms and conditions of the Agreement for Professional Engineering Services, dated June 11, 2013 are incorporated herein by this reference. The scope of services requested along with the schedule and fees for said services are set forth below as follows:

SCOPE OF SERVICES REQUESTED (Additional information may be attached as an Exhibit.):

General consultation as further described in the December 2019 Proposal for Services attached as Exhibit A.

TIME FOR PERFORMANCE (Additional information may be attached as an Exhibit.):

Continuing

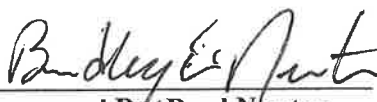
ENGINEERING FEES:

The Engineering fees for these services is not to exceed \$10,000.

NIPOMO COMMUNITY SERVICES

ENGINEER-CONSULTANT

Approved By: Mario E. Iglesias
Title: General Manager
Date:



Approved By: Brad Newton
Title: Manager
Date: 12/6/19



Newton Geo-Hydrology Consulting Services, LLC

Exhibit A for Task Order # 2020-1

Task Order #2020-1, General Consultation, is to allow for Newton Geo-Hydrology Consulting Services (Consultant) to provide the following services, on an as-requested basis, that are not included within the scope of other Task Orders. Such services include Part A and Part B as follows:

- A. Preparation of Spring and Fall Ground Water Index (GWI) technical memoranda and presentation thereof to the District Board of Directors. It is understood that reports will, in whole or in part, be based on confidential information obtained in confidence from landowners related to private wells, (see specifically Section 26 of the Agreement related to confidential information). The estimated cost for the GWI technical memorandum and presentation at NCSD Board of Directors meeting under Task Order #2020-1 Part A is eight thousand (\$8,000) dollars, which accounts for forty (40) hours of Dr. Newton's efforts plus budget for travel, plus materials and other direct costs.
- B. Preparation of other technical memorandums at the request of either the General Manager or the District Board of Directors. The estimated budget for other technical memorandums under Task Order #2020-1 Part B is two thousand dollars (\$2,000).

Budget

The total budget for Task Order #2020-1 Parts A and B, through December 31, 2020, is ten thousand (\$10,000) dollars to be billed on a time and material basis in accordance with the Agreement.

ATTACHMENT #1 To EXHIBIT "A"

to
AGREEMENT FOR PROFESSIONAL SERVICES

Between
NIPOMO COMMUNITY SERVICES DISTRICT
and
NEWTON GEO-HYDROGEOLOGY CONSULTING SERVICES, LLC

January 1, 2020

"REQUEST FOR SERVICES – TASK ORDER # 2020-2

AUTHORIZATION FOR SERVICES:

At the request of the Nipomo Community Services District, Engineer Consultant is to provide services as described herein. The terms and conditions of the Agreement for Professional Engineering Services, dated June 11, 2013 are incorporated herein by this reference. The scope of services requested along with the schedule and fees for said services are set forth below as follows:

SCOPE OF SERVICES REQUESTED (Additional information may be attached as an Exhibit.):

General consultation related to Santa Maria Groundwater Adjudication as further described in the December 2019 Proposal for Services attached as Exhibit A.

TIME FOR PERFORMANCE (Additional information may be attached as an Exhibit.):

Continuing

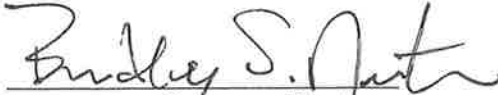
ENGINEERING FEES:

The Engineering fees for these services is not to exceed \$80,000.

NIPOMO COMMUNITY SERVICES

Approved By: Mario E. Iglesias
Title: General Manager
Date:

ENGINEER-CONSULTANT


Approved By: Brad Newton
Title: Manager
Date: 12/6/19



Newton Geo-Hydrology Consulting Services, LLC

Exhibit A for Task Order # 2020-2

Task Order # 2020-2 is to allow for Newton Geo-Hydrology Consulting Services (Consultant) to provide the following litigation support services related to the Groundwater Adjudication presented in Part A through Part D as follows:

- A. Preparation for, travel, and attendance/participation at Nipomo Mesa Management Area (NMMA) Technical Group (TG) regular monthly meetings. The estimated cost for each of NMMA TG fourteen (14) regular meetings under Task Order # 2020-2 is three thousand (\$3,000) dollars, which accounts for fourteen (14) hours of Dr. Newton's efforts plus budget for travel, plus materials and other direct costs. The estimated budget for Task Order # 2020-2 Part A is forty-two thousand dollars (\$42,000).
- B. Preparation for, travel, and attendance/participation at Management Areas (MAs) Subcommittee ad hoc meetings, including meetings with the NCMA and SMVMA representatives. The estimated cost for each of MAs Subcommittee four (4) regular meetings under Task Order # 2020-2 is one thousand five hundred (\$1,500) dollars, which accounts for six (6) hours of Dr. Newton's efforts plus budget for travel. The estimated budget for Task Order # 2020-2 Part B is six thousand dollars (\$6,000).
- C. Preparation of the Annual Report to the Court pursuant to the Final Judgment of the Santa Maria Groundwater Litigation. The estimated budget for Task Order # 2020-2 Part C, which accounts for one hundred seventy (170) hours of Dr. Newton's efforts plus budget for travel, plus materials and other direct costs, is thirty-two thousand dollars (\$32,000).
- D. Preparation of reports and technical memorandums related to NMMA TG functions with the prior approval of either the District General Manager or District Legal Counsel, and other opinions requested by District Legal Counsel. It is understood that reports will, in whole or in part, be based on confidential information obtained in confidence from landowners related to private wells. (see specifically Section 26 of the Agreement related to confidential information). The estimated budget for Task Order # 2020-2 Part D is unknowable in advance of a specific scope and schedule for said reports, technical memorandums, or other opinions.

Budget

The total budget for Task Order # 2020-2 Part A, Part B, and Part C through December 31, 2020, is eighty thousand (\$80,000) dollars to be billed on a time and material basis in accordance with the Agreement.

TO: BOARD OF DIRECTORS

FROM: MARIO E. IGLESIAS
GENERAL MANAGER

DATE: DECEMBER 6, 2019

AGENDA ITEM
E-1
DECEMBER 11, 2019

ELECT 2020 BOARD PRESIDENT AND VICE PRESIDENT

ITEM

Election of Board President and Vice President for 2020 [RECOMMEND DIRECTORS ELECT BOARD OFFICERS FOR 2020 CALENDAR YEAR]

BACKGROUND

Section 1.4 of the Board By-Laws requires the Board of Directors elect a President and a Vice President for the upcoming year at the last regular meeting of the calendar year. The term of office for the President and Vice President shall commence on January 1 and end on December 31, annually.

RECOMMENDATION

At your Board's direction, the General Manager will administer the election of officers of the Board of Directors as follows:

- Nominations taken for the President of the Board
- Public Comment is taken
- Voice vote taken for the President, if by acclamation
- If there are two or more candidates, Staff will distribute ballots
- Staff will announce the results of the ballots – both the voting Director and vote cast.
- Nominations taken for the Vice President of the Board
- Public Comment is taken
- Voice vote taken for the Vice President, if by acclamation
- If there are two or more candidates, Staff will distribute ballots
- Staff will announce the results of the ballots – both the voting Director and vote cast.

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS *AK*
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E. *PVS*
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: DECEMBER 6, 2019



**AWARD CONSTRUCTION CONTRACT FOR
SUPPLEMENTAL WATER PROJECT
NIPOMO AREA PIPELINE IMPROVEMENTS TO R. BAKER INC.**

ITEM

Award construction contract for Supplemental Water Project Nipomo Area Pipeline Improvements to R. Baker Inc. [RECOMMEND, BY MOTION AND ROLL CALL VOTE, ADOPT RESOLUTION AWARDING CONTRACT TO R. BAKER, INC. IN THE AMOUNT OF \$2,667,674, AUTHORIZE STAFF TO EXECUTE CONTRACT, AUTHORIZE CHANGE ORDER #1 IN THE AMOUNT OF \$234,433, AND AUTHORIZE ADDITIONAL CHANGE ORDER CONSTRUCTION CONTINGENCY IN AN AMOUNT UP TO \$170,000].

BACKGROUND

The Nipomo Supplemental Water Project ("Project") delivers water purchased by the Nipomo Community Services District ("District") from the City of Santa Maria ("City"). The imported water from the Project allows the District to reduce pumping from existing wells, reducing groundwater pumping on the Nipomo Mesa, and thereby reduces the potential for seawater intrusion on the Nipomo Mesa. The Project also increases the reliability of the District's water supply by providing an additional source of water other than groundwater.

The Project is consistent with the stipulation and the judgment related to the groundwater adjudication of the Santa Maria Groundwater Basin. Construction of the project is phased to manage the high capital cost of the project. Additionally, the Project tracks with the phased water delivery schedule required in the Wholesale Water Supply Agreement between the City and the District. This particular phase of the Project will allow the District to provide operational reliability for supplemental water deliveries to meet the 1,000 AFY take or pay minimum required in the Wholesale Water Supply Agreement by Fiscal Year 2020-21 and to progress the Supplemental Water Project toward completion.

The Supplemental Water Project Nipomo Area Pipeline Improvements consist of installing two sections of 12-inch or 16-inch water pipelines: (1) approximately 6,600 linear feet pipeline installed between the intersections of Orchard and Southland to the intersection of Bermuda and South Oak Glen Ave, and (2) approximately 3,200 linear feet of pipeline installed in South Oak Glen Ave. between the intersections of Amado and South Oak Glen Ave. to the intersection of Tefft Street and South Oak Glen Ave.

**ITEM E-2, SWP NIPOMO AREA PIPELINE IMPROVEMENTS
CONSTRUCTION CONTRACT AWARD
DECEMBER 11, 2019**

The Board authorized staff to bid the project at the May 8, 2019 Board meeting. The bid documents requested a Base Bid price for a 12 inch diameter waterline and an Alternate Bid price for a 16 inch diameter waterline. The bid documents stated that the contract award would be based on the lowest Base Bid. On November 7, 2019, bids for the Project were opened from seven (7) contractors as listed below:

Contractor	Total Base Bid Price	Total Alternate Bid Price
R. Baker, Inc.	\$2,173,827	\$2,667,674
Raminha Construction, Inc.	\$2,468,982	\$3,309,405
V. Lopez Jr. and Sons	\$2,476,793	\$3,138,508
Specialty Construction Inc.	\$2,801,560	\$3,368,610
John Madonna Construction Co., Inc.	\$2,686,923	\$3,723,580
D-KAL Engineering, Inc.	\$3,265,835	\$3,550,695
Tierra Consulting, Inc.	\$3,890,650	\$4,840,149

The apparent low bidder was R. Baker, Inc. with a Base Bid of \$2,173,827. R. Baker, Inc. also submitted the lowest Alternate Bid Price. Staff reviewed the bid and determined that the bid is responsive and the bidder is responsible.

Staff recommends that the Board select the Alternate Bid option (16 inch diameter pipe) in the amount of \$2,667,674 for construction, especially since the cost differential between the Base Bid and the Alternate Bid of approximately \$494,000 is 40% less than was originally estimated. The 16 inch diameter water line will result in lower operating pressures for the Supplemental Water Project Pump Station as well as smaller pressure impacts to the southern portion of the District's water distribution system.

In order to realize the full potential of the Bid Alternate, approximately 1000 feet of existing 12 inch diameter waterline in South Oakglen between Bermuda and Amado will need to be upsized to 16 inch diameter waterline. R. Baker submitted a change order proposal, using the unit prices per the bid alternate where possible, in the amount of \$234,433 with a corresponding 15 calendar day time extension to replace the existing 12 inch diameter waterline. Given the overall project cost, based on R. Baker's Alternate Bid price and Change Order 1 cost, is within the overall project budget, staff recommends that the Board authorize the replacement of the existing 12 inch waterline in South Oakglen between Amado and Bermuda.

SCHEDULE

The tentative schedule is as follows:

- Contract Award – December 2019
- Construction – January 2020 to October 2020

FISCAL IMPACT

Funding in the amount of \$3,700,00 is available for the project in the FY 2019-2020 budget. Total project costs are estimated as follows:

Construction (Bid Alternate and Change Order #1)	\$2,902,107
Construction Contingency	\$ 170,000
Construction Management and Inspection - MNS	\$ 523,678
Engineering Services During Construction - AECOM	\$98,612
Total	\$ 3,694,397

STRATEGIC PLAN

Goal 1 – WATER SUPPLY – Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 5. OPERATIONS. Maintain a proactive program to ensure readiness of systems and cost-effectiveness of operations.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, adopt Resolution 2019-XXXX SWP Nipomo Area Pipeline Improvements Bid Award to:

1. Award the bid for the Supplemental Water Project Nipomo Area Pipeline Improvements to R. Baker Inc. in the amount of \$2,667,674 for the Bid Alternate and authorize the General Manager to execute the construction agreement.
2. Authorize the General Manager to issue Change Order #1 in the amount of \$234,433 for construction of a 16 inch waterline on South Oakglen Avenue between Bermuda and Amado.
3. Authorize the General Manager to issue additional change orders for construction of the project with an aggregate total amount not to exceed \$170,000.

ATTACHMENTS

- A. Resolution 2019-XXX SWP Nipomo Area Pipeline Improvements Bid Award

DECEMBER 11, 2019

ITEM E-2

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AWARDING THE BID FOR THE
CONSTRUCTION OF SUPPLEMENTAL WATER PROJECT NIPOMO AREA PIPELINE
IMPROVEMENTS TO R. BAKER, INC. IN THE AMOUNT OF \$2,667,674,
AUTHORIZING CHANGE ORDER #1 IN THE AMOUNT OF \$234,433,
AND AUTHORIZING CONSTRUCTION CONTINGENCY OF \$170,000**

WHEREAS, the District's Strategic Plan and 2010 Urban Water Management Plan outline the need for securing supplemental water sources; and

WHEREAS, the Supplemental Water Project increases the reliability of the District's water supply by providing an additional source other than groundwater; and

WHEREAS, the Supplemental Water Project is consistent with the settlement agreement and the judgment related to the groundwater adjudication of the Santa Maria Groundwater Basin; and

WHEREAS, the design drawings and technical specifications for Supplemental Water Project Nipomo Area Pipeline Improvements, dated September 2019, were developed by AECOM; and

WHEREAS, the Board authorized staff to solicit bids for the project at May 8, 2019 Board Meeting; and

WHEREAS, the Supplemental Water Project Nipomo Area Pipeline Improvements was advertised for bids in accordance with State of California Public Contracts Code requirements; and

WHEREAS, the apparent low bidder was R. Baker, Inc. with a Base Bid of \$2,173,827; and

WHEREAS, R. Baker, Inc. also submitted the lowest Alternate Bid Price of \$2,667,674; and

WHEREAS, in order to realize the full potential of the Bid Alternate, approximately 1000 feet of existing 12 inch diameter waterline in South Oakglen between Bermuda and Amado will need to be upsized to 16 inch diameter waterline; and

WHEREAS, R. Baker submitted a change order proposal, using the unit prices per the bid alternate where possible, in the amount of \$234,433 with a corresponding 15 calendar day time extension to replace the existing 12 inch diameter waterline; and

WHEREAS, based on the staff report, staff presentation and public comment, the Board makes the following findings:

1. The project was advertised for bids in accordance with State of California Public Contracts Code requirements.
2. The District received seven (7) bids for the project.

NIPOMO COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2019-XXXX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NIPOMO COMMUNITY SERVICES DISTRICT AWARDING THE BID FOR THE
CONSTRUCTION OF SUPPLEMENTAL WATER PROJECT NIPOMO AREA PIPELINE
IMPROVEMENTS TO R. BAKER, INC. IN THE AMOUNT OF \$2,667,674,
AUTHORIZING CHANGE ORDER #1 IN THE AMOUNT OF \$234,433,
AND AUTHORIZING CONSTRUCTION CONTINGENCY OF \$170,000**

3. Staff has reviewed the Supplemental Water Project Nipomo Area Pipeline Improvements bids and has determined that R. Baker Inc., the apparent low bidder, submitted a responsive bid and is a responsible bidder.

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE
NIPOMO COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

1. The bid for the Supplemental Water Project Nipomo Area Pipeline Improvements is hereby awarded to the lowest responsive and responsible bidder, R. Baker Inc. in the amount of \$2,667,674 for the Bid Alternate and the General Manager is authorized to execute the construction agreement.
2. The General Manager is authorized to issue Change Order #1 in the amount of \$234,433 for construction of a 16 inch waterline on South Oakglen Avenue between Bermuda and Amado.
3. The General Manager is authorized to issue additional change orders for construction with an aggregate total amount not to exceed \$170,000.
4. The above recitals and findings are incorporated herein by this reference.

On the motion of Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
CONFLICTS:

The foregoing resolution is hereby adopted this 11th day of December 2019.

ED EBY
President, Board of Directors

ATTEST:

APPROVED AS TO FORM AND
LEGAL EFFECT:

MARIO IGLESIAS
General Manager and
Secretary to the Board

CRAIG A. STEELE
District Legal Counsel

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS ~~MI~~
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E. *PVS*
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: DECEMBER 6, 2019



**APPROVE TASK ORDER WITH MNS ENGINEERS INC. FOR
CONSTRUCTION MANAGEMENT SERVICES FOR SUPPLEMENTAL
WATER PROJECT NIPOMO AREA PIPELINE IMPROVEMENTS**

ITEM

Approve Task Order with MNS Engineers Inc. for construction management services for Supplemental Water Project Nipomo Area Pipeline Improvements [RECOMMEND BY MOTION AND ROLL CALL APPROVE TASK ORDER WITH MNS ENGINEERS, INC. IN THE AMOUNT OF \$523,678 AND AUTHORIZE STAFF TO EXECUTE TASK ORDER].

BACKGROUND

MNS Engineers, Inc. was selected by the Board to provide constructability, bid phase services and construction management services for the Supplemental Water Project in 2008. Construction of Phase 1 was authorized by the Board in June 2013 and was completed in July 2016. Subsequently, MNS provided construction management services for the Supplemental Water Project Joshua Road Pump Station Reservoir that was completed in September 2017.

The Supplemental Water Project Nipomo Area Pipeline Improvements consist of installing two sections of 12-inch or 16-inch water pipeline: (1) approximately 6,600 linear feet pipeline installed between the intersections of Orchard and Southland to the intersection of Bermuda and South Oak Glen Ave, and (2) approximately 3,200 linear feet of pipeline installed in South Oak Glen Ave. between the intersections of Amado and South Oak Glen Ave. to the intersection of Tefft Street and South Oak Glen Ave. In order to realize the full potential of the Bid Alternate, approximately 1000 feet of existing 12 inch diameter waterline in South Oakglen between Bermuda and Amado will need to be upsized to 16 inch diameter waterline.

Staff requested that MNS Engineers, Inc. provide a proposal for construction management services for the Reservoir Project. MNS Engineers, Inc. submitted the attached proposal to perform the work for a not to exceed amount of \$523,678. The proposal includes full-time inspection, materials testing, survey control, and environmental monitoring required for the project.

FISCAL IMPACT

Funding in the amount of \$3,700,000 is available for the project in the FY 2019-2020 budget. Total project costs are estimated as follows:

Construction (Bid Alternate and Change Order #1)	\$2,902,107
Construction Contingency	\$ 170,000
Construction Management and Inspection - MNS	\$ 523,678
Engineering Services During Construction - AECOM	\$98,612
Total	\$ 3,694,397

STRATEGIC PLAN

Goal 1 – WATER SUPPLY – Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 5. OPERATIONS. Maintain a proactive program to ensure readiness of systems and cost-effectiveness of operations.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote, approve a Task Order for Supplemental Water Project Nipomo Area Pipeline Improvements Construction Management Services with MNS Engineers, Inc. in the amount of \$523,678 and authorize the General Manager to execute the Task Order.

ATTACHMENTS

- A. MNS Engineers Inc. proposal dated November 5, 2019

DECEMBER 11, 2019

ITEM E-3

ATTACHMENT A



SAN LUIS OBISPO
2231 Broad Street
San Luis Obispo, CA 93401
805.787.0326 Phone

November 5, 2019

Mr. Peter Sevcik
Director of Engineering and Operations
Nipomo Community Services District
148 South Wilson Street
Nipomo, CA 93444

**SUBJECT: PROPOSAL FOR CONSTRUCTION MANAGEMENT SERVICES
Supplemental Water Project – Nipomo Area Pipeline Improvements**

Dear Mr. Sevcik:

MNS Engineers, Inc. (MNS) is pleased to submit the enclosed proposal to provide Construction Management services for the Supplemental Water Project – Nipomo Area Pipeline Improvements. MNS has a depth of experience in construction management and inspection for water resources projects, and we are familiar with the needs and expectation for the District on this project having provided similar services for the Supplemental Water Project.

Project Understanding

The Supplemental Water Project Nipomo Area Pipeline Improvements will consist of construction of approximately 9,600 lineal feet of 12-inch PVC water main. The Project will increase delivery capacity and provide operational flexibility for the District. The project is expected to begin construction this in January and take approximately 8 months to construct.

Scope of Work

Our staffing plan and cost proposal is based on our knowledge of the project and review of the plans and specifications. Our Construction Management services will consist of pre-construction, construction and post-construction services and will include project controls, QA, and Project Closeout. MNS will provide Construction Management and Inspection services per the attached Scope of Work.

Staffing Plan and Cost Proposal

MNS will perform the services described above on a time-and-materials basis in accordance with the attached Staffing Plan and Cost Proposal. Our cost for the level of effort described in this proposal, which is based on a total construction period of 8 months with construction starting in January 2020, is estimated at \$523,678.00. The final cost will be based on the actual services performed, which depend on the Contractor's schedule and efficiency as well as any additional services that the District may require. It is understood that this is an estimate of costs based upon the current available project information and actual costs will be as dictated by the construction operations.

I look forward to discussing our qualifications and project solutions with the District. Please feel

free to contact me at (805) 692-6921, or at gchelini@mnsengineers.com.

Sincerely,
MNS ENGINEERS, INC.



Gregory Chelini, P.E.
Vice President/Principal Construction Manager

Encl: Scope of Work





SANTA BARBARA
201 N. Calle Cesar Chavez, Suite 300
Santa Barbara, CA 93103
805.692.6921 Phone

SCOPE OF WORK

Supplemental Water Project – Nipomo Area Pipeline Improvements

CONSTRUCTION PHASE

TASK 1 – PROJECT MANAGEMENT SERVICES

1.1 Project Oversight

MNS will provide the services of a principal-in-charge to provide overall project supervision and assure that contractual obligations and client concerns are consistently met.

1.2 Ongoing Project Management

MNS will provide pre-construction phase and construction phase project management as necessary for the project by providing a Construction Manager to perform the following project functions:

- 1.2.1 Administration of Consultant Obligations** - MNS will provide task schedules; coordination with District staff, utilities, and other contractors; maintenance of quality control and report preparation as part of the regular project management duties.
- 1.2.2 Construction Engineering** - MNS will provide construction engineering to facilitate coordination for review of shop and working drawings, submittals, safety and accident prevention plans. We will perform contract drawing and specification interpretation as part of the regular project management duties.
- 1.2.3 Construction Coordination Meetings** - MNS will conduct weekly meetings as part of the regular construction engineering duties. Additionally, meeting minutes will be written and distributed to all attendees and others as designated by the District.
- 1.2.4 Schedule** - MNS will assure the Contractor maintains up to date computerized schedules in critical path format. MNS will review the Contractors' baseline and monthly schedule updates, coordinate changes, and forward written conclusions to the District. We will review to ensure milestone dates are realized in the schedule.
- 1.2.5 Anticipation and Avoidance of Problems and Claims** - MNS will regularly review upcoming contract work to anticipate phasing or scheduling concerns, changed conditions, or pump station operational conflicts.

TASK 2 – CONSTRUCTION MANAGEMENT SERVICES

2.0 Pre-Construction

- 2.0.1 Pre-Construction Meeting** - MNS will arrange for and manage a pre-construction conference with the contractor prior to the start of work. The pre-construction conference will include representatives from the design engineering firm, the District, and any other stake holders who may be involved based upon the design and permit conditions. At this meeting we will discuss the hierarchy of both the District and the contractor as well as establish the protocol to be used throughout the project. The meeting will highlight the Contractor's responsibility toward such items as:

- Safety
 - Labor compliance
 - Submittals
 - Schedule updates
 - Order of work
 - Quality control
- Site access (security) and haul routes
 - Materials certification
 - Extra work or change of conditions
 - Permit and utility agreements
 - Weekly meetings
 - Pay requests

Any questions or apparent issues that may be present at this time will be discussed and resolved prior to the contractor's mobilization. An agenda, action items and meeting minutes will be prepared and distributed.

2.0.2 Pre-Construction Training - MNS will work with the contractor and Rincon Consultants to provide any required training.

2.0.3 Pre-Construction Photo and Video Documentation - MNS will photograph all areas of construction just prior to actual construction. Each photograph will record the date and time and will be made available to the District upon request during construction and turned over to the District with project files after construction.

2.1 Contract Administration

MNS will provide Construction Contract Administration Services as required to maintain accurate documentation of the construction and will utilize EADOC electronic construction management and documentation control software.

2.1.1 Construction Management Plan - MNS will prepare a Construction Management Plan that outlines the roles and responsibilities of the CM team during construction. The CM Plan will establish the protocol and procedures to be followed during construction such as submittal and RFI review; CCO review and approval; correspondence; contract administration and documentation requirements. The Plan will be submitted to the District for review prior to construction.

2.1.2 Correspondence and Reports – As part of the Construction Administration, MNS will manage all correspondence including tracking submittals, RFIs, CCOs, progress pay estimates, meeting minutes, testing reports, and furnishing reports on a regular basis as required by the District. Other correspondence will be produced as appropriate to the project status.

2.1.3 Submittal Review and Coordination - Prior to beginning the submittal process, MNS will work with the design engineer to develop a list of the required submittals. This will be used to ensure all items are submitted and done so in a reasonable amount of time prior to the work they pertain to. The majority of the submittals will be seen at the start of the project. This list can be reviewed at progress meetings and used proactively to help the contractor make submittals with a reasonable amount of time for sufficient review and acceptance without delay to construction. MNS will coordinate with the design engineer for the efficient review and processing of all submittals including shop drawings, product data, and project specific plans. An updated submittal log will be maintained to accurately track review and approval of all submittals.

- 2.1.4 RFI Review** - MNS will review and coordinate with the design engineer (if needed) the resolution of contractor requests for information (RFIs) and other requests in a timely manner. MNS will maintain a running log.
- 2.1.5 Contract Time/Delays** - The MNS team members have experience in monitoring contract progress. MNS will track all working days and non-working days including weather days, CCO days, and other delays and will provide a weekly update of contract time at the weekly meeting. MNS will review any contractor requests for time extension and will make a recommendation to the District. Such requests will be cross referenced with the Contractor's baseline schedule.
- 2.1.6 Material Substitutions** - Submittals which are non-standard or substitute alternatives for items specified, will be forwarded to the design engineer for review. MNS will also be proactive in soliciting information from the contractor after award of bid to determine which items, if any, they may be substituting.
- 2.1.7 Weekly Meetings** - MNS will hold a weekly construction meeting. The meetings are a valuable tool utilized to discuss project issues and concerns, discuss upcoming work items, coordination with pump station operations, potential contract change orders, cost and schedule impacts, permit requirements, submittals, RFIs, and quality of work. The Contractor will prepare a three week look ahead schedule to be reviewed and discussed at the meeting. Discussion on the Contractor's upcoming schedule is important to anticipate any potential conflicts. MNS will prepare and distribute meeting minutes.
- 2.1.8 Reports** - MNS will prepare a monthly report which summarizes the construction cost and progress. The report will include contract progress, costs including change orders, submittal log, RFI log, change order log, updated progress payments, photos depicting work performed that month, summary of work performed, and discussion of project issues and any unique construction techniques being performed.
- 2.1.9 Certified Payroll Review** - MNS will review the Contractor's certified payroll for completeness, accuracy, and prevailing wage compliance. MNS will perform periodic employee interviews to verify Contractor's labor compliance and employees are being paid correctly in accordance to their duties. Any discrepancies will be brought to the Contractor's attention and the District will be notified.
- 2.1.10 Permits** - MNS will verify that Contractor is adhering to and has maintained all permits applicable to the project including Caltrans and Regional Water Quality Control Board Storm Water.

2.2 Photo Record Maintenance

MNS will regularly photograph construction activity in digital format and deliver in electronic format.

2.3 Inspection

MNS will provide a full-time onsite inspector. The inspectors' primary duties will be to inspect and verify that all work in place meets the requirements of the contract plans and specifications, shop drawings, change orders, and O & M manuals as well as maintenance of project documentation. Inspection procedures will be outlined in the Project Management Plan.

- 2.3.1 Daily Inspection Diaries** - The project inspector will maintain daily written records of work, including notation of such things as weather, personnel and equipment on-site, sub-contractors on site, discussions held with contractor and others, project issues that arise, material and equipment received for on-site storage, etc. The inspector will maintain photo documentation as discussed previously.
- 2.3.2 Special Inspections** - MNS will coordinate with the design engineer to determine and provide special inspections that may be required for construction.
- 2.3.3 Record Drawing Maintenance** - MNS will regularly review the Contractor's record set for completeness and accuracy as well as keeping a separate As-Built set throughout the project.
- 2.3.4 Verification of Material and Equipment** - As material arrives on site, the MNS inspector will verify that the delivered items conform to the project specifications and approved submittals, prior to approving them for use on the project.
- 2.3.5 Acceptance/Performance Testing** - The project inspector will coordinate acceptance and performance testing of each system or piece of equipment in conformance with the requirements of the written specifications, industry standards and controlling codes.
- 2.3.6 Off-Site Inspections** – We will schedule and coordinate all off-site inspections.

2.4 Quality Assurance

MNS will review and inspect all work in progress to assure that it meets the requirements and quality of work outlined in the contract documents. Any deficient work will be rejected.

2.5 Site Visits

The MNS Construction Manager will visit the work site on a daily basis to stay abreast of the ongoing work and monitor the progress of the work. The CM will coordinate with the on-site inspector to assure construction quality.

2.6 Safety

MNS will review and ensure compliance of contractor's safety plan as well as Cal OSHA requirements. We will notify the contractor of safety problems immediately and direct the contractor to suspend work if imminent hazard is not immediately remedied or a dangerous condition persists.

2.7 Construction Materials Testing

MNS will coordinate with Earth systems, our CM team materials testing firm, to assure all material meets the project documents. All tests will be logged and copies of all test reports will be maintained in the project files.

2.8 Progress Payments

Our cost control system will be used to track and monitor the actual construction costs on each contract. The tracking of contract item payments and quantities is incorporated into the progress payment spreadsheet. Tracking of contract change order payments, extra work, and supplemental work will also utilize electronic spreadsheet tracking. The project monthly and

overall cost as well as the contingency balance will be verified as part of the monthly progress pay request review and submission. Upon our review and approval of the contractor's payment request, we will forward a copy of the Monthly Payment Report form to the District for final approval and payment.

2.9 Schedule

MNS will assure that the contractors maintain an up to date schedule. MNS will review the contractors' baseline and monthly schedule updates, coordinate changes, and forward written conclusions to the District. We will review to ensure milestone dates and any shutdown dates for tie-in's are realized in the schedule. The schedule will be used as the basis of determination for granting extra days relative to change orders. Should a contractor start to fall behind schedule, we will request a Recovery schedule and discuss methods to expedite the work. This is one of the more useful tools in controlling both costs and budget for the project.

2.10 Change Order Processing and Review

Prior to the start of construction, MNS will meet with the District to establish change order procedures. During construction MNS will review and evaluate contractor change order requests, recommend solutions, verify costs, negotiate change orders, prepare change order form, and maintain a log of all change orders and costs. MNS will coordinate design related changes with the design engineer or other affected agencies and check to make sure all pertinent information is provided for timely review. All changes are reviewed against the project schedule to determine any time impact. Upon evaluation of any changes, MNS will make a recommendation to the District.

2.11 Claims Management

The main objective relating to claims on any project is to avoid them when possible. Good tools toward accomplishing this are to anticipate and address any potential problems before they occur, provide timely response to RFIs, promptly process change orders, thoroughly review the contractor's schedule and provide experienced review of the project work. If unforeseen conditions occur, MNS will work to identify and resolve cost & schedule related issues to keep the project on schedule and within budget. During construction MNS will work to assure that conflicts in the field are identified ahead of the scheduled work the conflict could affect, work to reduce or minimize third party impacts to the work, and notify the contractor in a timely manner such that his schedule is not disrupted.

Notices of Potential Claims submitted by the contractor will be acted on and processed in a timely manner in accordance with the Contract Documents. Detailed record keeping throughout the project is paramount in evaluating the validity and costs associated with any notice of potential claim (NOPC). It is the objective of MNS to resolve any potential claims at the job level prior to becoming actual claims.

2.12 SWPPP Support

MNS will review the Contractor's SWPPP and will provide storm water oversight throughout the project. We will monitor to verify the Contractor is complying with the SWPPP requirements such as BMP maintenance and routine reporting.

2.13 Environmental Services

MNS has teamed with Rincon Consultants to provide environmental support services throughout the project. The scope of services includes conducting any required pre-construction biological and cultural clearance surveys, worker environmental awareness trainings, cultural resources monitoring and reporting, protected tree monitoring, and construction monitoring.

TASK 3 – PROJECT CLOSEOUT

MNS will be proactive during the close out of the Contract.

3.1 "Punchlist" Inspection

The project inspector and Construction Manager will administer the specifications' final acceptance requirements and develop a deficiency list (punch-list) for the work performed, notify the contractor, and re-inspect the completed work. MNS will also conduct a final inspection in presence of District representatives and the contractor.

3.2 Record Drawing

MNS will review the contractors' record set for completeness and accuracy and will compare with our field copy. Submittal of Final Record Drawings will be required prior to recommending final completion.

3.3 Closeout

Upon satisfactory completion of all contract work, we will perform a final inspection, compile final invoices, assemble and submit contract closeout packages, prepare project closeout files and reports and recommend final acceptance of the project. A certificate of completion will be submitted to the District.

3.4 Final Report

MNS will prepare a final construction report for the project. At a minimum the report shall contain the following:

- Final costs of the project (items, change orders and settled claims)
- Summary of key dates (advertisement, bid opening, award, pre-construction meeting, first working day, completion date)
- Summary of working days, non-working days, change order days, weather days, and other days
- Summary of change orders (approved costs and final costs)
- Final progress pay estimate spreadsheet with final contingency balance
- Discussion of significant issues or problems encountered or addressed during construction



**Construction Phase
CM & Inspection Services
Nipomo Area Pipeline Improvements
Nipomo Community Services District**

Project Schedule													TOTAL COST								
PHASE	2019					2020					TOTAL HOURS	HOURLY RATE									
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr			May	Jun	Jul	Aug	Sep	Oct	Nov		
Pre-Construction																		\$ 53,700.00			
Construction																		\$ 348,872.00			
Closeout																		\$ 23,320.00			
PHASE																					
PRE-CONSTRUCTION PHASE																					
Role	Staff	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	TOTAL HOURS	HOURLY RATE	TOTAL COST
Construction Manager	Kim Lindbery, P.E.					24													24	187.00	\$ 4,488.00
Construction Inspector	Donny Spates																		0	152.00	\$ -
Office Engineer	Anita Berger					24													24	105.00	\$ 2,520.00
CONSTRUCTION MANAGEMENT SUB-TOTAL		0	0	0	0	48	0	0	0	0	0	0	0	0	0	0	0	0	48		\$ 7,008.00
CONSTRUCTION PHASE																					
Construction Manager	Kim Lindbery, P.E.						100	60	60	60	60	60	60	60	60	60	60	60	520	187.00	\$ 97,240.00
Construction Inspector	Donny Spates						172	172	172	172	172	172	172	172	172	172	172	172	1376	152.00	\$ 209,152.00
Office Engineer	Anita Berger						24	24	24	24	24	24	24	24	24	24	24	24	192	105.00	\$ 20,160.00
CONSTRUCTION MANAGEMENT SUB-TOTAL		0	0	0	0	0	296	256	256	256	256	256	256	256	256	256	256	2088		\$ 326,552.00	
PROJECT CLOSEOUT																					
Construction Manager	Kim Lindbery, P.E.																		76	187.00	\$ 14,212.00
Construction Inspector	Donny Spates																		24	152.00	\$ 3,648.00
Office Engineer	Anita Berger																		32	20	\$ 5,460.00
PROJECT CLOSEOUT SUB-TOTAL		0	0	0	0	0	0	0	0	0	0	0	0	0	0	116	36	0	152		\$ 23,320.00
TOTALS		0	0	0	0	0	296	256	256	256	256	256	256	256	256	256	256	2240			\$ 349,872.00
Direct Expenses																					
Direct Expenses/EADOC																					
SUB-TOTAL																					
Sub Consultants																					
Materials Testing	Earth Systems																				\$ 65,000.00
Environmental	Rincon																				\$ 97,298.30
SUB CONSULTANTS SUB-TOTAL																					\$ 162,298.30
CONSTRUCTION PHASE TOTAL																					
\$ 523,678.30																					

Notes:
 1. Assuming Construction begins April 2016 for a construction period of 10 months.
 2. Used an average of 170 hours per month based upon 8 hour working days with no overtime.

TO: BOARD OF DIRECTORS
REVIEWED: MARIO IGLESIAS ~~MI~~
GENERAL MANAGER
FROM: PETER V. SEVCIK, P.E. *PVS*
DIRECTOR OF
ENGINEERING & OPERATIONS
DATE: DECEMBER 6, 2019

**AGENDA ITEM
E-4
DECEMBER 11, 2019**

APPROVE TASK ORDER WITH AECOM FOR ENGINEERING SERVICES DURING CONSTRUCTION FOR SUPPLEMENTAL WATER PROJECT NIPOMO AREA PIPELINE IMPROVEMENTS

ITEM

Authorize Task Order with AECOM for engineering services during construction for Supplemental Water Project Nipomo Area Pipeline Improvements [RECOMMEND BY MOTION AND ROLL CALL VOTE APPROVE TASK ORDER WITH AECOM IN THE AMOUNT OF \$98,612 AND AUTHORIZE STAFF TO EXECUTE TASK ORDER].

BACKGROUND

AECOM was selected by the Board to provide design services for the Supplemental Water Project in 2008. Construction of Phase 1 was authorized by the Board in June 2013 and was completed in July 2016. Subsequently, AECOM designed and provided engineering services during construction for the Supplemental Water Project Joshua Road Pump Station Reservoir that was completed in September 2017.

The Supplemental Water Project Nipomo Area Pipeline Improvements consist of installing two sections of 12-inch or 16-inch water pipelines: (1) approximately 6,600 linear feet pipeline installed between the intersections of Orchard and Southland to the intersection of Bermuda and South Oak Glen Ave, and (2) approximately 3,200 linear feet of pipeline installed in South Oak Glen Ave. between the intersections of Amado and South Oak Glen Ave. to the intersection of Tefft Street and South Oak Glen Ave. In order to realize the full potential of the Bid Alternate, approximately 1000 feet of existing 12 inch diameter waterline in South Oakglen between Bermuda and Amado will need to be upsized to 16 inch diameter waterline.

Staff requested that AECOM provide a proposal for engineering services during construction for the Supplemental Water Project Nipomo Area Pipeline Improvements. AECOM submitted the attached proposal to perform the work for a not to exceed amount of \$98,612.

FISCAL IMPACT

Funding in the amount of \$3,700,00 is available for the project in the FY 2019-2020 budget. Total project costs are estimated as follows:

Construction (Bid Alternate and Change Order #1)	\$2,902,107
Construction Contingency	\$ 170,000
Construction Management and Inspection - MNS	\$ 523,678
Engineering Services During Construction - AECOM	\$98,612
Total	\$ 3,697,107

STRATEGIC PLAN

Goal 1 – WATER SUPPLY – Actively plan to provide reliable water supply of sufficient quality and quantity to serve both current customers and those in the long-term future.

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT. Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

Goal 5. OPERATIONS. Maintain a proactive program to ensure readiness of systems and cost-effectiveness of operations.

RECOMMENDATION

Staff recommends that the Board, by motion and roll call vote approve a Task Order for Supplemental Water Project Nipomo Area Pipeline Improvements Engineering Services During Construction with AECOM in the amount of \$98,612 and authorize the General Manager to execute the Task Order.

ATTACHMENTS

- A. AECOM proposal dated December 4, 2019

DECEMBER 11, 2019

ITEM E-4

ATTACHMENT A



AECOM
5001 E. Commercenter Dr. Suite 100
Bakersfield, CA 93309

tel 661.283.2323

December 4, 2019

Mr. Peter Sevcik, PE
Director of Engineering and Operations
Nipomo Community Services District
P.O. Box 326
Nipomo, CA 93444

**Subject: Proposal for Engineering Services During Construction for the
Nipomo Area Pipeline Improvements**

Dear Mr. Sevcik:

AECOM Technical Services, Inc. (AECOM) is pleased to submit this proposal to the Nipomo Community Services District to provide additional work for Engineering Services During Construction of the Nipomo Area Pipeline Improvements (Project).

Based on our understanding of the project from our discussions, AECOM proposes to provide the services presented in the attached "Scope of Services" for a fee of \$98,612.

We appreciate the opportunity to submit our proposal and look forward to working together. Please contact Dan Cronquist at your convenience should you require additional information or have any questions.

Sincerely,
AECOM

Eric Zagol, PE
Vice President
510.874.3163 (office)
Eric.Zagol@aecom.com

Daniel S. Cronquist, PE, PLS
Project Manager
661.283.2331 (office)
daniel.cronquist@aecom.com



Scope of Services

AECOM's proposed scope of services includes the tasks summarized below. AECOM will provide engineering services during construction of the Nipomo Area Pipeline. We understand the District has retained MNS Engineers, Inc. to provide construction management and inspection services.

TASK 1 – Engineering Services During Construction

AECOM will respond to up to forty (40) requests for information (RFI's).

AECOM will review up to twenty-five (25) submittals, shop drawings, and samples. This includes not more than three (3) reviews per submittal.

AECOM's project manager will attend the pre-construction meeting at the District's offices.

AECOM's project manager will attend up to eight (8) meetings at the project site as requested by the District or the District's construction manager.

AECOM will prepare up to seven (7) contract change orders. This work is limited to changes to plans and specifications, but does not include additional geotechnical services, topographic surveying, or utility locating.

Record drawings will be prepared based upon data provided by the District and the District's construction manager after construction is complete and accepted by the District.

Deliverables:

- One (1) Electronic (PDF) set of Record Drawings

Assumptions:

- No field work or inspection is included as part of this work.
- Meetings will be conducted by the District or MNS Engineers, Inc.

Schedule

AECOM will provide responses and deliverables within the following calendar days:

RFI's:	7 days
Submittals & Resubmittals:	15 days
Change Orders:	As coordinated with District on a case-by-case basis.
Record Drawings:	2 months

Project Budget

Nipomo Area Pipeline

Nipomo CSD

Task Description	Personnel Hours					Budget			
	Principal	Senior	Assistant	CAD Operator	Clerical	Total Hours	Labor	Non-Labor Fee	Total
Task 0001 - Engineering Services During Construction									
Review RFI's (Assume 40)	4	40	80			124	\$ 17,440	\$ 872.00	\$ 18,312
Review Submittals (Assume 25)	8	50	100			158	\$ 22,430	\$ 1,122.00	\$ 23,552
Attend Pre-Construction Meeting (Assume 1, AECOM PM Only)		10				10	\$ 1,550	\$ 78.00	\$ 1,628
Attend Conference Calls (Assume 8)		16	16			32	\$ 4,560	\$ 228.00	\$ 4,788
Attend Field Meetings (Assume 4)		40				40	\$ 6,200	\$ 310.00	\$ 6,510
Prepare Change Order (Assume 7)	8	55	70	70	20	223	\$ 28,505	\$ 1,425.00	\$ 29,930
Record Drawings		8	14	80	4	106	\$ 12,160	\$ 608.00	\$ 12,768
Project Management		4			6	10	\$ 1,070	\$ 54.00	\$ 1,124
Total	20	223	280	150	30	703	\$ 93,915	\$ 4,697	\$ 98,612