

DIRECTORS
JACK J. BURGETT, *President*
JOSHUA COSGROVE, *Vice-President*
ANNE DE JARNATT, *Director*
RON ASH, *Director*
WILLIAM HAUSER, *Director*
RUSSELL CONROY,
Director Emeritus

2400 Francisco Blvd.
P.O. Box 1039
Pacifica, CA 94044
www.nccwd.com



STAFF
ADRIANNE CARR, Ph.D.
GENERAL MANAGER

SCOTT DALTON
ASSISTANT GENERAL MANAGER
– OPERATIONS

Phone (650) 355-3462
Fax (650) 355-0735

AGENDA
NORTH COAST COUNTY WATER DISTRICT
BOARD OF DIRECTORS
Special Meeting August 9, 2023, 7:00 PM

This agenda and all accompanying materials can be viewed on the North Coast County Water District website at: nccwd.com

This meeting will be conducted both in person and by Zoom Meeting. Members of the public may attend this meeting in person at the District Office located at 2400 Francisco Boulevard, Pacifica.

Members of the public may participate remotely as follows:

REMOTE PARTICIPATION ACCESS VIA ZOOM

Online: <https://us06web.zoom.us/j/82006923246?pwd=c21LcWdYbmNzWGZPQWkweXd2V2N5QT09>

Meeting ID: 820 0692 3246 **Passcode:** 722402 **By Phone:** (669) 444-9171

Members of the public participating online may use "Raise Hand" function to request to speak.

Those participating by phone, press *9 to request to speak and *6 to mute or unmute.

1. Call to Order
2. Roll Call
3. Public Comment
Members of the public are invited to participate during the public comment period(s) or when a particular item is introduced. Members of the public are encouraged to participate remotely by submitting comments to info@nccwd.com at least one hour prior to the scheduled start time of the meeting. For comments submitted prior to the meeting, please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Although public comments are generally limited to three minutes per person per comment, the Board President shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.
4. Approval of an Amendment to the Agreement with Noll & Tam Architects for Additional Architectural Services for the District Headquarters Upgrade Project for an Amount Not to Exceed \$35,950 -- Attached
5. Approve Change Order for Construction of Sheila Tank Replacement Project and Pressure Regulating Valves Improvement Project for an Amount of \$190,000 -- Attached
6. CLOSED SESSION – Two Items
Pursuant to California Government Code Section 54956.9(d)(1)
Conference with Legal Counsel – Existing Litigation
Name of Case: North Coast County Water District v. City of Pacifica, Case No. 22-CIV-03493

6. CLOSED SESSION – Two Items (Continued)
Pursuant to California Government Code Section 54956.9(d)(4)
Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation
One Potential Case
7. Report on Action Taken in Closed Session
8. Adjournment

Accessible Public Meetings - Upon request, the North Coast County Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least three (3) days before the meeting. Requests should be sent to: North Coast County Water District, Attn: Alternative Agenda Request, PO Box 1039, Pacifica, CA 94044-6039.

DIRECTORS

JACK J. BURGETT, *President*
 JOSHUA COSGROVE, *Vice-President*
 ANNE DE JARNATT, *Director*
 RON ASH, *Director*
 WILLIAM HAUSER, *Director*
 RUSSELL CONROY,
Director Emeritus

2400 Francisco Blvd.
 P.O. Box 1039
 Pacifica, CA 94044
 www.nccwd.com

**STAFF**

ADRIANNE CARR, Ph.D.
 GENERAL MANAGER

SCOTT DALTON
 ASSISTANT GENERAL MANAGER
 – OPERATIONS

Phone (650) 355-3462
 Fax (650) 355-0735

STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: August 2, 2023
 RE: Approval of an Amendment to the Agreement with Noll & Tam Architects for Additional Architectural Services for the District Headquarters Upgrade Project for an Amount Not to Exceed \$35,950

BACKGROUND

After a qualifications-based selections process, Noll & Tam Architects has been working on a District Headquarters Upgrade Project (Project) since July 2020. In May 2021, the District entered into a contract amendment with Noll & Tam for architectural/engineering work to support the design of the Project. Additional services beyond what were included in the scope of work approved in May 2021 are now desired to support the continued work on the Project.

These additional services are described in two Additional Service Requests, included here as Attachments A and B, and summarized here:

- Additional scope and budget to complete updates to construction drawings, specifications, and calculations to be compliant with the updated 2022 California Building Code including updates to the mechanical, electrical and plumbing design.
 - The 2022 Building Code, effective January 9, 2023, requires battery back-up power be included in the design and also additional documentation for CalGreen requirements and electric vehicle charging stations.
- Additional scope and budget to create a visual rendering of the proposed residential recycled water drive-through.

FISCAL IMPACT

The current agreement for the Headquarters Upgrade Project Architectural Services is for a cost not-to-exceed \$1,452,257. Compensation for services described in Attachments A and B are \$35,950, increasing the total project budget from \$1,452,257 to \$1,488,207.

RECOMMENDATION

Staff recommends that the Board of Directors authorize the General Manager to amend the agreement with Noll & Tam Architects for Architectural Services for the District Headquarters Upgrade Project for an amount not to exceed \$35,950.

ATTACHMENTS

- A. Additional Service Request No. 9, Updates to Construction Documents due to Building Code Cycle Change, dated July 28, 2023
- B. Additional Service Request No. 10, NCCWD Headquarters, Recycled Water Drive-through Rendering, dated July 28, 2023

ATTACHMENT A



NCCWD District Headquarters Upgrade

ADDITIONAL SERVICE REQUEST NO. 9

July 28, 2023

North Coast County Water District
Attn: Adrienne Carr, General Manager
2400 Francisco Boulevard
Pacifica, CA 94044

Re: ASR 09, Updates to Construction Documents due to Building Code Cycle Change

Dear Ms. Carr,

Noll & Tam Architects has amended our previous proposal for architectural consulting services, to provide updates for the construction documentation to apply with the 2022 California Building Code adopted in January 2023.

Scope of Work to Complete the Items Below:

- Updates to construction drawings, specifications, and calculations to be code compliant with the 2022 California Building Code including but not limited to designing a space for battery back-up, reviewing plumbing fixture counts, and verifying shaft top enclosure details
- Consultant Coordination
- Mechanical, Electrical and Plumbing Scope include new Title 24 energy calculations, CalGreen documentation, revised lighting controls, revised electrical plans to include battery back-up, battery back-up will also impact mechanical and plumbing
- Additional documentation of EV charging stations and CalGreen documentation

Deliverables:

- Updated Construction Documents

Exclusions:

Services or work products not noted above or as listed in the attached exhibit can be provided upon request as an additional service.

Fees:

Total Compensation:

N&T	\$29,000
Gayner	\$4,500
BKF	\$1,000
Total Fee	\$34,500

Our basic fee for this scope shall be billed monthly on a time and materials not to exceed Thirty-four Thousand and five hundred dollars, **\$34,500**. Services rendered beyond the agreed scope of work will be billed at our hourly rates upon client approval.

Sincerely,



Scott Salge

Principal

Approved:

Adrienne Carr

General Manager, NCCWD

date

ATTACHMENT B



North Coast County Water District Headquarters Upgrade
ADDITIONAL SERVICE REQUEST NO. 10
July 28, 2023

North Coast County Water District
Attn: Adrienne Carr, General Manager
2400 Francisco Boulevard
Pacifica, CA 94044

Re: NCCWD Headquarters, Recycled Water Drive-through Rendering

Dear Ms. Carr,

Noll & Tam Architects has amended our previous proposal for architectural consulting, to provide a rendering of the recycled water drive-through for the 8/14 Pacifica City Council Meeting. The proposal is based upon your email dated 7/21/2023.

Scope of Work:

- One view of the recycled water drive-through

Deliverables:

- High Resolution digital files

Exclusions:

Services or work products not noted above or as listed can be provided upon request as an additional service.

Fees:

Our basic fee for this scope shall be lump sum fixed fee as listed below, billed monthly on a time and materials not to exceed **One Thousand Four Hundred Fifty Dollars, \$1,450**. Services rendered beyond the agreed scope of work will be billed at our hourly rates upon client approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Salge".

Scott Salge
Principal

Approved:

Adrienne Carr
General Manager, NCCWD

date

DIRECTORS

JACK J. BURGETT, *President*
 JOSHUA COSGROVE, *Vice-President*
 ANNE DE JARNATT, *Director*
 RON ASH, *Director*
 WILLIAM HAUSER, *Director*
 RUSSELL CONROY,
Director Emeritus

2400 Francisco Blvd.
 P.O. Box 1039
 Pacifica, CA 94044
 www.nccwd.com

**STAFF**

ADRIANNE CARR, Ph.D.
 GENERAL MANAGER

SCOTT DALTON
 ASSISTANT GENERAL MANAGER
 – OPERATIONS

Phone (650) 355-3462
 Fax (650) 355-0735

STAFF REPORT

TO: Board of Directors
 FROM: Adrienne Carr, General Manager
 DATE: August 9, 2023
 RE: Approve Change Order for Construction of Sheila Tank Replacement Project and Pressure Regulating Valves Improvement Project for an Amount of \$190,000

BACKGROUND

The Sheila Tank Replacement and Pressure Reducing Valves (PRVs) Improvement Project commenced in 2020, when the District contracted with Brown and Caldwell to engineer a tank design to replace the 100,000 gallon redwood tank. Plans for a 600,000 pre-stressed concrete reservoir and PRV improvements were completed by Brown and Caldwell in early 2022.

On March 15, 2022, the Project was put out to bid, with a mandatory pre-bid meeting and tour of the project sites held on March 22, 2022, an addendum to the bid documents published and sent to plan holders on April 5, 2022, and bids due on April 12, 2022.

Staff, with engineering support from Brown and Caldwell, reviewed all bids received for responsiveness and the Project was awarded to Anderson Pacific Engineering Construction, Inc. by the Board of Directors on April 20, 2022.

DISCUSSION

In September 2022, whilst preparing the site for construction, it was discovered that the site conditions were different than expected. The Project has since been delayed due to the redesign of the needed temporary ground support systems, changes to the permanent retaining wall, changes to the temporary access road, and above average non-working days due to weather.

After significant work evaluating several alternative options for tank construction, the project team has selected the safest, most practical, and most cost-effective option. The additional work in this change order includes (1) modifications (i.e. alignment and profile) to the temporary access road to accommodate crane, concrete trucks, and the tank prestressing machine, (2) extension of the temporary soil nail wall to support crane pad and staging area adjacent to tank, (3) modification of the upper portion of soil nail wall to make it a permanent structure and

replace a portion of the originally designed block wall, and (4) additional sequencing of earthwork to facilitate multiple stages of tank construction and staging area layouts.

The initial awarded contract amount for the Sheila Tank Replacement Project and Pressure Regulating Valves Improvement Project was \$5,932,000, which included \$100,000 for change orders. Previous change orders have been approved for removal of two trees at the site, installation of bypass piping for a total of \$90,081.

FISCAL IMPACT

The change order amount detailed in Attachment A is for \$190,000, increasing the total contract amount from \$5,932,000 to \$6,122,000.

RECOMMENDATION

Staff recommends that the Board of Directors approve the change order for construction of the Sheila Tank Replacement Project and Pressure Regulating Valves Improvement Project in an amount of \$190,000.

ATTACHMENTS

- A. PCO-004.B – Temporary Access Road, Crane Pad, and Soil Nail Wall Change Order Request dated August 1, 2023

ATTACHMENT A



ANDERSON PACIFIC
Engineering Construction, Inc.

1 August 2023

SENT VIA EMAIL

Ms. Adrienne Carr, Ph.D., General Manager
North Coast County Water District
2400 Francisco Blvd.
Pacifica, CA 94044

Re: **PCO-004.B Temp Access Road, Crane Pad, & Temp/Permanent Soil Nail Wall
Change Order Request**
Sheila Tank Replacement Project
North Coast County Water District

Dear Ms. Carr,

The change order costs for a temporary access road, temporary crane pad and a temporary/permanent soil nail wall for tank construction are as follows (per the attached breakdowns):

1. Temp. Access thru adjacent Cary property (Plan Abandoned, Costs to Date)	\$ 31,500
2. <u>Temp. Access Road, Crane Pad, & Temp./Perm. Soil Nail Wall</u>	<u>\$158,500</u>
Total Change Order Costs	\$190,000

Description

Temporary access road (~15%) per attached APEC sketch dated 8/1/23. Temporary Access Road is ~15% to allow tank subcontractor, DN Tanks, to mobilize cranes, concrete operations, and other staging immediately adjacent to the tank. Includes DN Tanks' requirements (e.g., traffic control, crane mats, grading phases dependent on their operations, etc.).

Permanent Soil Nail Wall in lieu of portion of Keystone Retaining Wall on uphill side of proposed tank (north/northeast of tank) per *Submittal 24.B Soil Nail Walls (Temporary and Permanent) (5/1/23)*.

This assumes 36 inches of cover over the existing 6-inch PG&E Gas Main (not shown on Contract drawings).

Excludes DN Tanks' transit loading costs (which is not anticipated with this work plan). If transit loading is required, DN Tanks will notify APEC/NCCWD.

The temporary and permanent soil nail wall subcontractor, Drill Tech, is excluding added engineering costs in good faith.

APEC is reducing labor, equipment, and materials mark-up by 50 percent in good faith.

Time Impact

This will impact the overall Project Schedule. We are currently updating the Baseline Schedule and will provide an estimated time impact.

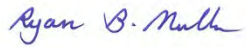
Mrs. Adrienne Carr, NCCWD

August 1, 2023

2

Please provide a change order to approve this change in work. We are ready to begin this work upon approval.

Best Regards,

A handwritten signature in blue ink that reads "Ryan B. Mullen".

Ryan Mullen

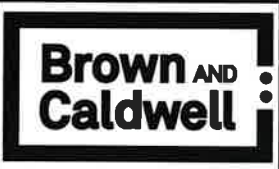
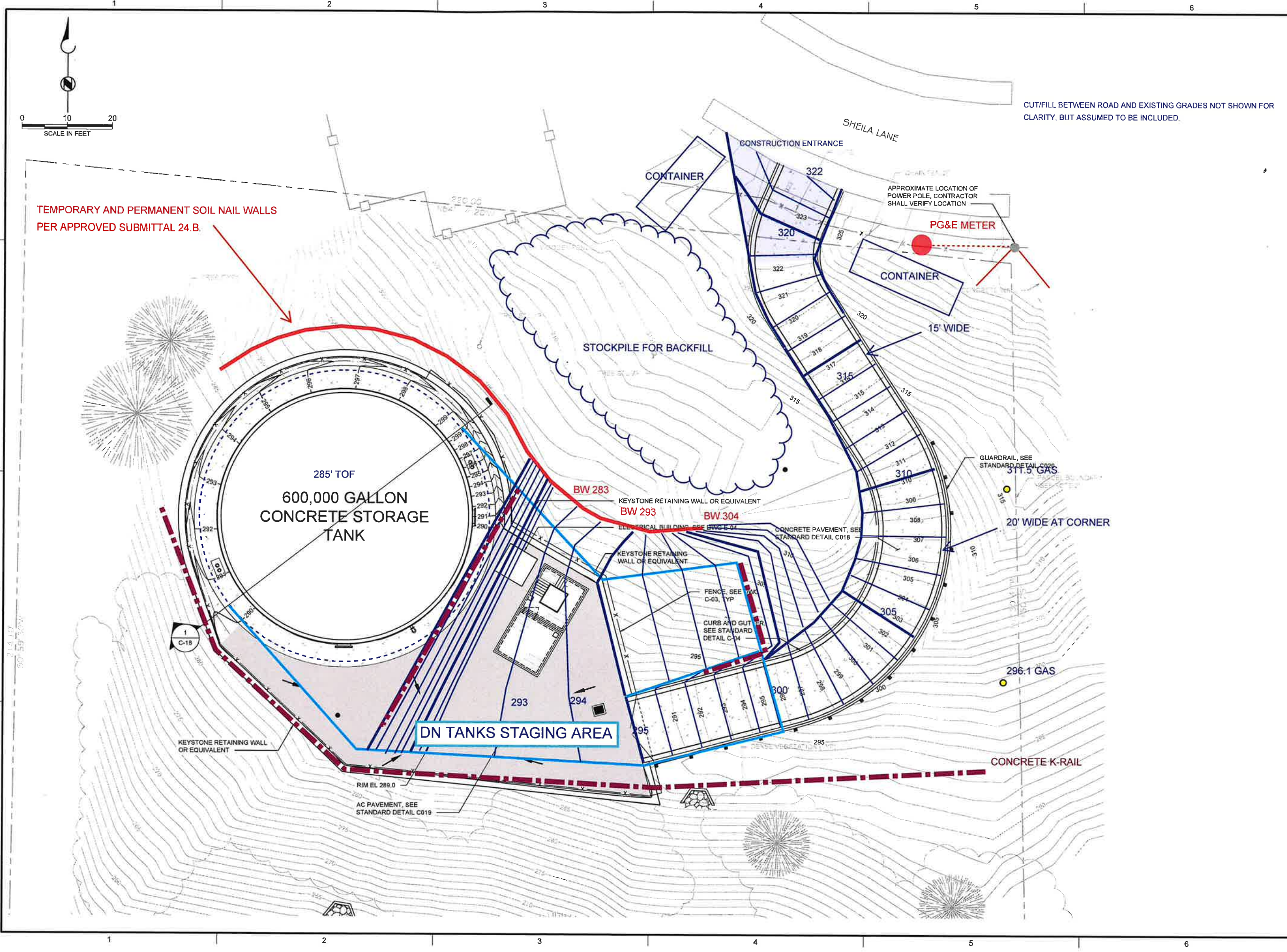
Sr. Project Manager

Cc: Gavin Lee, Brown and Caldwell

1370 Norman Ave.
Santa Clara, CA 95054
408-970-9900
Lic. No. 245215

CHANGE ORDER ESTIMATE																				
SHEILA TANK REPLACEMENT and PRV IMPROVEMENTS PROJECT															CLASS	RATE			8/1/2023	
															FOREMAN:	146				
															SR PM:	220				
															CARP:	114				
LOCATION: Pacifica, CA															LABORER:	80				
OWNER: North Coast County Water District															OP ENGR:	113				
CONTACT: Ms. Adrienne Carr, Ph.D. (NCCWD)															SUPT:	146				
COST CODE	DESCRIPTION:	EQUIPMENT/MATERIAL					LABOR							SUBCONTRACTORS					TOTAL COST	
		MTL. USED	QTY	UNIT	RATE	COST	F	E	LA	OP	S	QTY	UNIT	RATE	COST	SUB USED	QTY	UNIT	RATE	COST
	PCO-004.B Tank Access Road to Crane Pad & Temporary/Permanent Soil Nail Wall					-								0	-					-
	APEC Sketch 8/1/23					-								0	-					-
						-								0	-					-
						-								0	-					-
						-								0	-					-
	Design	Pickup Truck	16	hr	31	496	1					16	hr	146	2,336					-
	Coordinate with PG&E (Gas Main Easement)	Pipe Protection	1	ls	2,000	2,000			1	1		8	hr	193	1,544					-
						-								0	-					-
	DN Tanks	Pickup Truck	16	hr	31	496	1					16	hr	146	2,336					-
	Crane Mats					-								0	-	DN Tanks	4	mo	1,000	4,000
	Adjust Grades during DN Tank Phases					-									-					-
		Dozer	16	hr	100	1,600			2	2		16	hr	386	6,176					-
		Excavator	16	hr	100	1,600								0	-					-
		Compactor	16	hr	40	640								0	-					-
	Large Truck Deliveries					-								0	-	Towing	4	ea	1,500	6,000
	Traffic Control	Signs	1	ls	1,500	1,500			2			80	hr	160	12,800	Plan	1	ls	2,000	2,000
		Pickup Truck	80	hr	31	2,480								0	-					-
						-								0	-					-
	Temp. Access Road and Crane Pad	Pickup Truck	24	hr	31	744	1					24	hr	146	3,504	Testing/Inspection	1	ls	12,000	12,000
	Fill Temp. Crane Pad (for Crane Pad cut already performed)					-								0	-					-
	Cut Temp. Access Road per Plan C-13 (in bid scope)					-								0	-					-
	Cut/Fill Temp. Access Road and Crane Pad (to Temp. Stockpile)	Dozer	32	hr	100	3,200			2	2		32	hr	386	12,352					-
		Excavator	32	hr	100	3,200								0	-					-
	Geogrid Stabilization	Geogrid	1	ls	2,000	2,000			2			8	hr	160	1,280					-
	Cover Stockpile	Cover Matierals	1	ls	2,000	2,000			2			8	hr	160	1,280					-
	Mob/Demob K-rail	Transport	1	ls	12,000	12,000			1	1		32	hr	193	6,176					-
	Set K-Rail	Excavator	16	hr	100	1,600			1	2		16	hr	306	4,896					-
	Baserock (Added, widened areas)	Baserock/Trucking	40	t	35	1,400			2	2		16	hr	386	6,176					-
		Compactor	16	hr	40	640								0	-					-
	SWPPP	Wattle/Silt Fencing	1	ls	500	500			2			12	hr	160	1,920					-
						-								0	-					-
	Regrade for 10' Prestressing Clearance	Pickup Truck	8	hr	31	248	1					8	hr	146	1,168					-
	Cut/Fill Crane Pad	Excavator	8	hr	100	800			2	2		8	hr	386	3,088					-
		Compactor	8	hr	40	320								0	-					-
		Dozer	8	hr	100	800								0	-	On-Site Hauling	8	hr	125	1,000
						-								0	-					-
	Remove K-Rail	Excavator	16	hr	100	1,600			1	2		16	hr	306	4,896					-
						-								0	-					-
	Remove Temp. Access Road and Crane Pad (Regrading, Temp. Cut per Plan C-13 in bid scope)	Pickup Truck	16	hr	31	496	1					16	hr	146	2,336					-
	Cut/Fill to Permanent Road Grade (Additional Grading Only)	Excavator	24	hr	100	2,400			2	2		24	hr	386	9,264					-
		Compactor	24	hr	40	960								0	-					-
		Dozer	24	hr	100	2,400			2	2		24	hr	386	9,264	On-Site Hauling	24	hr	125	3,000
						-								0	-					-
						-								0	-					-
	Permanent Soil Nail Wall	Pickup Truck	8	hr	31	248	1					8	hr	146	1,168					-
	Added Engineering (excluded in good faith)					-								0	-	Drill Tech	1	ls	0	-
	Permanent Facing (~800 SF)					-								0	-	Drill Tech	1	ls	24,000	24,000
	Layout					-	1		1			8	hr	226	1,808					-

FILENAME: 153918-C-14.DWG PLOT DATE: 3/15/2022 11:33 AM CAD USER: TAIT LAMBERT



WALNUT CREEK, CALIFORNIA



SHEILA TANK REPLACEMENT PROJECT

REVISIONS		
REV	DATE	DESCRIPTION

LINE IS 2 INCHES AT FULL SIZE

DESIGNED: K. KONECNY
 DRAWN: T. LAMBERT
 CHECKED: J. JETTON
 CHECKED: R. PHILPSON
 APPROVED: D. CARBONI

FILENAME: 153918-C-14.DWG
 BC PROJECT NUMBER: 155221
 CLIENT PROJECT NUMBER: ----

CIVIL

FINAL GRADING AND PAVING PLAN

DRAWING NUMBER
C-14
 SHEET NUMBER
 18 OF 38