

**SPECIAL MEETING OF THE CAPITAL IMPROVEMENT PROJECTS
(CIP) COMMITTEE OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA
4040 PARAMOUNT BLVD., LAKEWOOD, CALIFORNIA 90712
3:00 P.M., THURSDAY, MARCH 2, 2017**

AGENDA

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

- 1. DETERMINATION OF A QUORUM**
- 2. PUBLIC COMMENT**
Pursuant to Government Code section 54954.3
- 3. APPROVE THE MINUTES OF DECEMBER 8, 2017**
Staff Recommendation: The Capital Improvement Projects (CIP) Committee approve the minutes as submitted.
- 4. AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 1 TO THE AGREEMENT WITH DAKOTA COMMUNICATIONS FOR ENHANCED MEDIA COMMUNICATION AND EDUCATION SUPPORT SERVICES RELATING TO THE GROUNDWATER RELIABILITY IMPROVEMENT PROJECT (GRIP)**
Staff Recommendation: The Capital Improvement Projects (CIP) Committee recommends that the Board of Directors authorize the General Manager to execute Amendment No. 1 to the Agreement with Dakota Communications, subject to approval as to form by District Counsel, for Enhanced Media Communication and Education Support Services relating to the Groundwater Reliability Improvement Project (GRIP), for an amount not to exceed \$350,000, and with a contract term that ends on December 31, 2018.
- 5. AUTHORIZE AWARD OF CONTRACT TO R DEPENDABLE CONSTRUCTION INC., FOR THE PHASE II – WRD ADMINISTRATION BUILDING OFFICE RENOVATIONS PROJECT**
Staff Recommendation: The Capital Improvement Projects (CIP) Committee recommends that the Board of Directors execute an agreement with R Dependable Construction Inc., subject to approval as to form by District Counsel, for the Phase II – WRD Administration Building Renovations Project, for an amount not to exceed \$177,000, plus a 15-percent budget contingency allowance of \$26,550, for a total project budget of \$203,550.

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

Staff Recommendation: For discussion and possible action.

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

8. ADJOURNMENT

The Committee will adjourn to its next meeting currently scheduled for March 9, 2017 at 3:00 p.m.

Agenda posted by Tracey Burke, Senior Administrative Specialist on March 1, 2017. In compliance with ADA requirements, this document can be made available in alternative formats upon request.

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

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

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

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



MEMORANDUM

ITEM NO. 3

DATE: MARCH 2, 2017
TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: MINUTES OF DECEMBER 8, 2016

**MINUTES OF DECEMBER 8, 2016
MEETING OF THE CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE
OF THE BOARD OF DIRECTORS
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA**

A meeting of the Capital Improvement Projects Committee of the Board of Directors of the Water Replenishment District of Southern California was held on Thursday, December 8, 2016 at 2:14 p.m., at the District Office, 4040 Paramount Boulevard, Lakewood, California 90712. Committee Chair Albert Robles called the meeting to order and presided thereafter. Senior Administrative Specialist Tracey Burke recorded the minutes.

1. DETERMINATION OF A QUORUM

A quorum was present, which included:

Committee: Committee Chair Albert Robles, Sergio Calderon (late), Robert Katherman, John D. S. Allen, and Willard H. Murray, Jr.(late)

Staff: Rob Whitaker, Ken Ortega, Ted Johnson, Charlene King, Pete Brown, H. Francisco Leal

Public: Rick Taylor – Dakota Communications

2. PUBLIC COMMENT

Pursuant to Government Code Section 54954.3

None.

3. APPROVAL OF ALTERNATIVE ANALYSIS FOR THE CENTRAL BASIN UNDER THE SUSTAINABLE GROUNDWATER MANAGEMENT ACT

Chief Hydrogeologist Ted Johnson introduced this item. He said that in 2014 the State of California passed the Sustainable Groundwater Management Act. He said the State recognized that many areas were experiencing groundwater depletion, so the Act requires that all basins and sub-basins in the State be sustainable. Mr.

Johnson said that the Act requires all basins in the State prove they are sustainable, which means you either have to form a new “Groundwater Sustainability Agency,” or prepare a document that explains how your groundwater basin is sustainable. He said that WRD was created over 50 years ago to do just that, to make the Central and West Coast Groundwater Basins sustainable. He said it was a procedural matter for WRD to document in full detail how the Central Basin is sustainable and how WRD meets the definitions of sustainability according to the Act.

Mr. Johnson said that WRD covers not only its own basins, but also areas that are just outside of the adjudicated part of the Central Basin, but still part of the geologic Central Basin. He said there is an area in the northern part of the Basin, in the City of Los Angeles and another small area in the City of Monterey Park. He said there is no groundwater pumping there, but it is technically a part of the Central Basin. Mr. Johnson said that WRD’s analysis covered the entire basin. Director Robles asked if this is the first time the District is doing this report, and if it is because of the new law. Mr. Johnson responded that it is. He said that the District basically does this report every year anyway because of its Engineering Survey and Report, which covers the same information.

Director Robles said that if the District is doing the report for areas outside of its service area, there should be some type of compensation to the District so the cost does not fall to its constituents. Mr. Johnson agreed that it may come to that at some point, but for now the information was readily available in the District’s Cost of Service Report, so it wasn’t too difficult to put together. He said that staff partnered with entities outside of the District including the City of Beverly Hills, Los Angeles Department of Water and Power, Golden State Water Company, Culver City, the Los Angeles County Department of Public Works, and the Central Basin Watermaster. Mr. Johnson said the report needs to be updated every five years.

Director Robles said that his concern is that if WRD starts producing this report, people may think it is responsible for managing those areas outside its service area, including contamination cleanup. Mr. Johnson said this report, which is mandated by the State, does not commit the District to managing the areas in question. He said that WRD took the lead in producing the report because it has the most comprehensive data, and that WRD is already the Groundwater Elevation Monitoring Entity, reporting on water levels for the entire Central Basin.

Mr. Johnson said that the alternative to doing the report is to create a new agency and management structure to govern the two small areas in question, which are not adjudicated and have no groundwater pumping activity.

Director Robles said he is a little uneasy about doing this. He asked whether the partnering agencies have taken any action to absolve WRD from any responsibility for the areas of the basin outside its own service area. Mr. Johnson said no, but there will be a Memorandum of Understanding (MOU) with all of the agencies which

will outline roles, responsibilities, and costs. Director Robles asked about waiting until after the MOU is produced before committing to the report.

Director Allen said the District is mandated to give this report. He said that he understands Director Robles' concerns, but that the alternative is not good. He said it is, in his opinion, much easier to approve the resolution. Director Robles said his concern is that what started as just a technical report requires a Board resolution. Director Katherman said the proposed action is to authorize the submittal of the document. Director Robles said he is concerned that someone will look at the report and think that WRD is now responsible for those areas outside its service area. He said he would like to see some disclaimer, waiver, or acknowledgment that by doing this report, WRD is in no way committing to do anything in the future. Interim General Counsel H. Francisco Leal said that the MOU will cover that. Mr. Johnson said the report does not say WRD is going to do anything other than report every five years on the water level conditions, and that the report is being submitted to comply with the Act.

Mr. Leal said he and Mr. Johnson would edit the resolution to address Director Robles' concerns and provide it before the end of the meeting.

This item was taken up again after item 11.

4. AUTHORIZE RELEASE OF A REQUEST FOR PROPOSAL (RFP) FOR ARCHITECTURAL SERVICES FOR THE FIELD OPERATIONS AND STORAGE ANNEX FACILITY

Mr. Ortega presented the item.

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

RESOLVED: That the Board of Directors authorize release of a Request for Proposal (RFP) for architectural services for renovations at the WRD Field Operations & Storage Annex Facility.

5. AUTHORIZE RELEASE OF A REQUEST FOR BIDS (RFB) FOR OFFICE RENOVATIONS AT THE WRD ADMINISTRATION BUILDING – PHASE II

Associate Engineer Charlene King presented the item. She said that Phase II is for tenant improvements of the downstairs lobby and "lease space" area. Director Katherman asked if the Committee Room improvements are part of Phase I or Phase II, to which Ms. King responded, Phase I.

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

RESOLVED: That the Board of Directors authorize release of a Request for Bids (RFB) for a construction contractor for Phase II Office renovations.

6. WRD ADMINISTRATION BUILDING HVAC SERVICE CONTRACT WITH CLIMATE PRO MECHANICAL

Ms. King introduced this item, saying the District is nearing the end of its current contract for HVAC services, and that five responses with quotes were received in response to a recent request for quotes. She said that based on investigation of all the proposals received, she is suggesting selection of Climate Pro Mechanical for a 3-year maintenance contract. Ms. King provided the Committee with a matrix as evidence that Climate Pro's proposal included services not offered by the other respondents.

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

RESOLVED: That the Board of Directors authorize the General Manager to enter into a Professional Services Contract with Climate Pro Mechanical, subject to approval as to form by District Counsel, for an amount not to exceed \$30,000 (\$20,000 to provide HVAC maintenance services over a period of three years and \$10,000 for extraordinary maintenance contingency).

7. CONTRACT AMENDMENT NO. 5 WITH RUTH VILLALOBOS & ASSOCIATES FOR WHITTIER NARROWS DAM DEVIATION REQUEST PACKAGE

The original staff recommendation was to recommend that the Board of Directors authorize the General Manager to execute Contract Amendment No. 5 with Ruth Villalobos & Associates, with a revised scope of work, to revise the Environmental Assessment and California Environmental Quality Act documents resulting from the United States Fish and Wildlife consultation, continue to update the Deviation Study and complete the Deviation Request Package accordingly with a budget amount not to exceed \$149,595 and extend the contract term to December 31, 2018; subject to approval as to form by District Counsel.

Director Katherman moved extension of the contract at no additional cost for a term of six months, and that the proposed increase in contract amount be remanded to the Water Resources Committee.

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

RESOLVED: That the Capital Improvement Projects Committee authorizes the General Manager to extend the contract term with

Ruth Villalobos & Associates for an additional six months, at no additional cost, subject to approval as to form by District Counsel; and that the proposed cost increase of \$149,595 be remanded to the Water Resources Committee for consideration.

Director Calderon arrived.

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

Mr. Ortega presented the bimonthly GRIP Progress Report. He told the Committee staff received the 50% Design Documents and Specifications package, and that workshops would be scheduled to share details with the Directors and to seek their input. Mr. Ortega talked about the progress being made at the GRIP site and shared photos of its current state.

Mr. Ortega told the Committee there was a very good meeting two days earlier with staff from the Division of Drinking Water and the Regional Board regarding WRD's Title 22 Engineering Report. He said is pleased to report that as far as the strategy for getting that report approved along with the waste discharge permit and operating permits, there was concurrence among the regulatory agencies, consultants, and staff that they are going to treat GRIP water as Null Water. He said this means that it is not going to be considered a dilutant, so it can go into the ground or directly into the spreading basins. He said it is almost like getting an extra 10,000 acre feet of future capacity because it will not affect the District's 45% permit for blending.

General Manager Robb Whitaker said that the District cleared a big hurdle by having the fully advanced treated (FAT) water being counted as Null water.

Mr. Whitaker told the Committee that staff has reached out to members of the Central Basin Water Association to see if they would like to have one of their monthly Executive Committee meetings in the GRIP site construction trailer. He said they were very enthused about it, and may want to hold their January meeting on the site. Mr. Whitaker said he would let the Board members know what is decided.

9. GRIP OUTREACH PROGRAMS UPDATE

Dakota Communications representative Rick Taylor said they would be doing turkey giveaways on Saturday, December 17, 2016, from 10:00 a.m. - Noon. He said that J. F. Shea provided funding for the turkeys.

Mr. Taylor said that the Dakota team and WRD staff had been meeting and putting together an 18-month outreach plan, which should be ready by mid-January, 2017. He said the plan will give them a guide to follow until the opening of the GRIP facility.

Director Robles asked about the status of an Request for Qualifications (RFQ) for social media services. Mr. Taylor said he didn't know of any progress on the RFQ, but that some social media outreach was being done internally at the moment. Director Robles said that he didn't think the issuance of an RFQ for an Internet / Social Media Advisor would be inconsistent with Mr. Taylor's desire to have a game plan. He said that he hopes staff is at least working on it and getting it finalized, and asked Mr. Taylor why he wanted to wait. Mr. Taylor said that he'd like to wait to be able to put specifics of what the District is looking for - a realistic expectation, into the RFQ. Director Robles suggested letting the respondents who are the experts, help staff determine what the District needs in terms of social media. He suggested the RFQ be released sooner rather than later. Director Allen suggested letting staff identify the specific social media needs of the District, and present it to the CIP Committee on December 22, 2016.

Mr. Whitaker agreed that the District could use a consultant to provide ideas for content, distribution of content, frequency of distribution, and related areas. He suggested further discussion at the December 22, 2016 CIP Committee meeting, where a recommendation could be made to place the item on the January 5, 2017 Board of Directors agenda. Mr. Ortega said staff could do some research and determine what the scope of work might include.

Director Robles brought up the Special Board meeting of January 5, 2017. He suggested the meeting agenda contain no business other than the certification of the election results, and the swearing in, so as not to keep guests waiting. Director Allen suggested scheduling the Board meeting for 5:30 p.m. and the reception for 6:00 p.m.

10. DEPARTMENT REPORT

This item was included in item 9.

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

None.

Director Murray arrived. The Committee took a 10 minute recess.

- 3.** The Committee reconvened and continued discussion of Item 3. Mr. Leal presented an updated resolution for consideration of the Committee. The resolution was updated to include the following language:

Nothing in this Resolution shall bind WRD to any actions taken by other agencies or third parties within the specified area, including, but not limited to any actions arising from contamination or any other conditions within the specified area.

Upon a motion duly made by Director Allen, seconded by Director Katherman, and unanimously approved, it was

RESOLVED: That the Board of Directors authorize the General Manager to submit the Central Basin Alternative Analysis to the California Department of Water Resources as a compliant document to the Sustainable Groundwater Management Act.

12. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 3:25 P.M.

Chair

ATTEST:

Member

Approved in minutes of:

Unapproved Minutes



MEMORANDUM

ITEM NO. 4

DATE: MARCH 2, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 1 TO THE AGREEMENT WITH DAKOTA COMMUNICATIONS FOR ENHANCED MEDIA COMMUNICATION AND EDUCATION SUPPORT SERVICES RELATING TO THE GROUNDWATER RELIABILITY IMPROVEMENT PROJECT (GRIP)

SUMMARY

Dakota Communications (Dakota) has continued to support the District with a broad array of communication and education services related to the Groundwater Reliability Improvement Project (GRIP). The GRIP design, construction, and commissioning (start-up and testing) activities will continue over the course of the next twenty-two (22) months, including the dedication of the facility, through the projects anticipated completion in 2018. Continued outreach to inform the public of GRIP's progress will cultivate and build upon the trusting working relationships with District stakeholders, which will contribute to a successful completion of the overall GRIP effort.

FISCAL IMPACT

Sufficient funds exist in the adopted Five-Year Capital Improvement Program budget to cover this proposed contract amendment.

STAFF RECOMMENDATION

The Capital Improvement Projects (CIP) Committee recommends that the Board of Directors authorize the General Manager to execute Amendment No. 1 to Agreement with Dakota Communications, subject to approval as to form by District Counsel, for Enhanced Media Communication and Education Support Services relating to the Groundwater Reliability Improvement Project (GRIP), for an amount not to exceed \$350,000, and with a contract term that ends on December 31, 2018.



MEMORANDUM

ITEM NO. 5

DATE: MARCH 2, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: AUTHORIZE AWARD OF CONTRACT TO R DEPENDABLE CONSTRUCTION INC., FOR THE PHASE II – WRD ADMINISTRATION BUILDING OFFICE RENOVATIONS PROJECT

SUMMARY

Since 2007, the District’s Administration Building has served in many capacities. As projects continue to develop and staff needs change the need for occasional office interior renovations become necessary.

Both the Water Resources/Water Master Department and newly formed Internal Services Department need a more contiguous work space arrangement in order to more efficiently collaborate with one another and better accommodate their respective specialized office equipment and filing needs. The second phase of office renovation work includes renovating the existing space on the first floor to accommodate both departments along with improvements to the lobby and a new reception area.

On December 8, 2016, the Board authorized the release of a Request for Bids (RFB) for the Office Renovations Phase 2. Staff publicly advertised for this work beginning January 9, 2017, and kept the bidding process open for 30 days. By the closing date of February 8, 2017, the District received bids from the following three (3) firms:

Number	Company	Bid Amount
1	R Dependable Construction, Inc.	\$177,000
2	KG Axis, Inc.	\$219,000
3	Fast-Track Construction Corporation	\$413,480

Based on the bid review it has been determined that R Dependable Construction Inc.’s bid is the lowest responsive qualified bidder.

FISCAL IMPACT

Sufficient funds for this expenditure have been included in the District’s Capital Improvement Program (CIP) through debt service financing.

STAFF RECOMMENDATION

Staff Recommendation: The Capital Improvement Projects (CIP) Committee recommends that the Board of Directors execute an agreement with R Dependable Construction Inc., subject to approval as to form by District Counsel, for the Phase II – WRD Administration Building Renovations Project, for an amount not exceed \$177,000, plus a 15-percent budget contingency allowance of \$26,550, for a total project budget of \$203,550.



MEMORANDUM

ITEM NO. 6

DATE: MARCH 2, 2017

TO: CAPITAL IMPROVEMENT PROJECTS (CIP) COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

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

SUMMARY

Last month responses to the District's Request for Qualifications (RFQ) for the Interpretive/Exhibitory Concept, Design, Construction, and Installation Services Project (Project) were successfully received from three respondents – MG Design Associates, Mad Systems, and Cinnabar/C&G Design.

At the request of the Capital Improvement Projects (CIP) Committee, staff initiated the next step of the procurement/selection process and will provide the Committee with a verbal progress/status report.

FISCAL IMPACT

None, at this time.

STAFF RECOMMENDATION

For discussion and possible action.