



NOTICE OF THE OPERATIONS COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Friday, August 16, 2024 at 9:30 AM

AGENDA

LOCATIONS:

Open Session to start at or after 9:30 a.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Public Participation:

The public may attend this meeting in-person or remotely using the following methods:

On a computer or smart device, go to: <https://marinwater.zoom.us/j/86822995553>

By phone, dial: **1-669-444-9171** and use Webinar ID: **868 2299 5553**

HOW TO PROVIDE PUBLIC COMMENT:

During the Meeting: Typically, you will have 3 minutes to make your public comment, however, the board president may shorten the amount of time for public comment due to a large number of attendees. Furthermore, pursuant to Government Code, section 54954.2 (the Brown Act), the Board may not take action or discuss any item that does not appear on the agenda.

-- **In-Person Attendee:** Fill out a speaker card and provide to the board secretary. List the number/letter (ex: 6a) of the agenda item(s), for which you would like to provide a comment. Once you're called, proceed to the lectern to make your comment.

-- **Remote Attendee:** Use the "raise hand" button on the bottom of the Zoom screen. If you are joining by phone and would like to comment, press *9. The board secretary will use the last four digits of your phone number to call on you (dial *6 to mute/unmute).

In Advance of the Meeting: Submit your comments by email in advance of the meeting to boardcomment@marinwater.org. To ensure that your comment is provided to the Board of Directors prior to the meeting, please email your comment 24 hours in advance of the meeting start time. Comments received after this cut off time will be sent to the Board after the meeting. Please do not include personal information in your comment such as phone numbers and home addresses.

AGENDA ITEMS:

1. **Call to Order and Roll Call**
2. **Adoption of Agenda**
3. **Public Comment on Non-Agenda Matters**

This is the time when any person may address the Board of Directors on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Board.

4. **Regular Items** (9:50 a.m. – Time Approximate)

- a. Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors on July 19, 2024

RECOMMENDATION: Approve the minutes

- b. Staff Update and Award of Professional Services Agreement with Carollo Engineers for Engineering Design Services in support of the Fairfax Manor 1st Pump Station Reconstruction Project

RECOMMENDATION: Receive a staff update on the Fairfax Manor temporary pump station and Authorize the General Manager to execute a professional services agreement with Carollo Engineers in the amount of \$1,225,058, with a staff requested contingency of \$200,000, for a total not exceed amount of \$1,425,058, in support of the Fairfax Manor 1st Pump Station Reconstruction Project

- c. Review and Refer Two Professional Services Agreements for Geotechnical Engineering, and Field and Laboratory Materials Testing Services

RECOMMENDATION: Review and refer to a future regularly scheduled Board meeting the award of two professional services agreements with separate consultants for on-call “as-needed” geotechnical engineering and field and laboratory materials testing services, with each contract in an amount not to exceed \$500,000

- d. Water Supply Roadmap Update on Cost of Conveyance to Storage

RECOMMENDATION: Receive staff presentation on cost of conveyance of winter water to a District reservoir

5. **Upcoming Meeting**

The next Operations Committee Meeting/Special Meeting of the Board of Directors is scheduled for Friday, September 20, 2024.

6. **Adjournment** (10:40 a.m. – Time Approximate)

ADA NOTICE AND HEARING-IMPAIRED PROVISIONS

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two business days in advance of the meeting. Advance notification will enable Marin Water to make reasonable arrangements to ensure accessibility.

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Posted: 08-13-2024



NOTICE OF THE OPERATIONS COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Friday, July 19, 2024 at 9:30 AM

MINUTES

LOCATIONS:

Open Session to start at or after 9:30 a.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Public Participation:

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AGENDA ITEMS:

1. Call to Order and Roll Call

Chair Larry Russell called the meeting to order at 9:30 a.m.

DIRECTORS PRESENT

Matt Samson
Jed Smith
Ranjiv Khush
Larry Russell

DIRECTOR ABSENT

Monty Schmitt

2. Adoption of Agenda

A motion was made by Director Smith and Seconded by Vice Chair Khush to adopt the agenda.

There were no public comments.

Voting Yea: Directors Samson, Smith, Khush, and Russell

3. Public Comment on Non-Agenda Matters

There were no public comments.

4. Regular Items

- a. Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors on June 21, 2024

RECOMMENDATION: Approve the minutes

A motion was made by Director Smith and seconded by Vice Chair Khush to approve the minutes.

There were no public comments.

Voting Yea: Directors Samson, Smith, Khush, and Russell

- b. Fire Flow Improvement Program – Rock Ridge Pipeline Replacement Project (F22001)

RECOMMENDATION: Review and refer to a future regularly scheduled Board meeting for contract award for the Fire Flow Improvement Program – Rock Ridge Pipeline Replacement Project

Engineering Director Alex Anaya introduced Assistant Engineer Ava Pridgeon, who presented this item.

Discussion ensued.

There were no public comments.

A motion was made by Director Samson and seconded by Director Smith to refer this item to the Board to consider for approval at a future meeting.

- c. Update on Renewable Energy Opportunities

RECOMMENDATION: Receive staff update on renewable energy opportunities at District facilities

Engineering Director Anaya also introduced Engineering Planning Manager Elysha Irish, who provided a presentation on this topic. There was much discussion between staff and the Board.

There were no public comments.

This was an information item. No formal action was taken.

5. Upcoming Meeting

The next Operations Committee Meeting/Special Meeting of the Board of Directors was scheduled for Friday, August 16, 2024 at 9:30 a.m.

6. Adjournment

There being no further business, the Operations Committee Meeting/Special Meeting of the Board of Directors was adjourned on July 19, 2024 at 10:13 a.m.

Board Secretary

In May of 2024, a contractor working for Pacific Gas and Electric (PG&E) was conducting asphalt pavement grinding work on Tamalpais Road, just above the pump station. A retaining wall failure led to a large pavement grinder rolling down the hill from an elevated location, severing electrical service and destroying the District's pump station.

Immediately following the incident, District staff secured a secondary pumping location and installed a new fire hydrant and temporary pump to maintain continuous water service. The temporary pump station has been upgraded with system controls and telemetry equipment and housed in a noise-insulated storage container for maximum sound attenuation. This temporary facility will maintain water service while the new permanent Fairfax Manor 1st Pump Station is being designed and constructed. Staff are actively working with PG&E to assess the feasibility of a temporary electrical power drop, which would eliminate the need for a diesel-driven generator to power the facility. Current conditions do not affect water service to the area and the system's water storage tanks are operating at normal levels.

The Town of Fairfax is currently developing construction plans for the reconstruction of the failed retaining wall and anticipates beginning the construction of a new soldier pile retaining wall September of this year. The District is coordinating with the Town to support the Town's retaining wall reconstruction project as well as the District pump station reconstruction project.

Reconstructing the new permanent pump station will require civil site grading, earth retention, and drainage improvements, as well as structural, mechanical, electrical and wildfire-hardening improvements for the pump station facility itself. Staff is recommending to contract with Carollo Engineers, utilizing a project team that has over 40 years of experience in the design and construction of major water pump stations and distribution systems. The project team has demonstrated their technical abilities and commitment to accelerated project schedules with their work on the Kastania Phase I design project and the Emergency Intertie Project. The scope of work here includes: (1) project management and work plan, (2) Basis of Design Report to review documentation and establish design criteria, (3) topographic and geotechnical survey, (4) stakeholder coordination with the Town of Fairfax and District, (5) design development of construction plans, specifications and engineer's cost estimates, (6) bidding support services, and (7) engineering services during construction.

The proposal submitted by Carollo Engineers provides a comprehensive approach based on its subject matter expertise, attention to detail, and familiarity with the District's system. District staff recommends that the District execute a professional services agreement with Carollo Engineers to proceed with the Fairfax Manor 1st Pump Station Reconstruction Project.

Design Budget:

- Professional Services Agreement: \$1,225,058
- Contingency: \$200,000
- Total Budget: \$1,425,058
- Budget Category: A1A08

The target completion date for the design project is February 2025.

ENVIRONMENTAL REVIEW: Not Applicable, as this work will be preliminary to any project approval and associated environmental review.

FISCAL IMPACT: The Fairfax Manor 1st Pump Station Reconstruction Project design contract will initially be funded by the Capital Reserve as this is an unplanned project performed in response to an accident by a third party. The District will pursue recovery of the cost of this reconstruction project. As shown in the table below, the total cost for the agreement with Carollo Engineers is \$1,225,058 with a staff requested contingency of \$200,000, for a total not to exceed amount of \$1,425,058.

Task Description	Budget
Task 1 – Project Management: This task includes managing the project team, the scope of work, the project schedule and budget, and the coordination of, and documentation of, project meetings. Additionally, the project management task includes Carollo’s quality management program and providing monthly progress reports to the District to accompany the invoices for the services provided by Carollo related to the project.	\$76,288
Task 2 – Basis of Design Report: This task includes collection and review of the District’s hydraulic model, pump station record documents, and other related information. This task also includes a one-day field site visit to the pump station and development of the Basis of Design Report, which will summarize the components and facilities and design criteria of the reconstruction project.	\$107,454
Task 3 – Field Investigations: This task includes topographic survey, right-of-way survey, development of legal descriptions and plats, and temporary construction easement documentation. This task also includes geotechnical field exploration and development of a geotechnical report. Both survey and geotechnical services will inform the design of the new facility and will be performed by subconsultants contracted directly with Carollo Engineers. Other subtasks include utility research, coordination, and development of a utility potholing plan.	\$178,856
Task 4 – Stakeholder Coordination: This task provides for consultant support in coordinating design activities with the Town of Fairfax, obtaining an encroachment permit for work in the Town right-of-way, and public outreach assistance.	\$21,998
Task 5 – Develop Design Documents: This task includes engineering design services for the development of construction plans and specification for civil, mechanical, and electrical improvements. This task consists of 60%, 90%, and 100% design documents.	\$570,900
Task 6 – Bid Phase Services: This task includes attending a pre-bid meeting, preparing bidding documents and contract addenda, answering bidder’s questions, and developing conformed construction documents.	\$37,872
Task 7 – Engineering Services During Construction: This task provides for Carollo to assist during the construction phase of the project, conduct periodic site visits, review and respond to contractor submittals requests for information, assist with facility start-up and testing, and prepare as-built construction documents at the conclusion of the project	\$231,690
Professional Services Agreement Total	\$1,225,058
Contingency	\$200,000
Total Authorized Amount	\$1,425,058

Staff is requesting the Board authorize the General Manager to execute a professional services agreement with Carollo Engineers for \$1,225,058 with a staff requested contingency amount of \$200,000, for a total not to exceed amount of \$1,425,058 for the Fairfax Manor 1st Pump Station Design Project.

ATTACHMENT(S): None.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 Alex Anaya Engineering Director	 Ben Horenstein General Manager



STAFF REPORT

Meeting Type: Operations Committee/Board of Directors

Title: Review and Refer Two Professional Services Agreements for Geotechnical Engineering, and Field and Laboratory Materials Testing Services

From: Alex Anaya, Director of Engineering

Through: Ben Horenstein, General Manager *BH* *AA*

Meeting Date: August 16, 2024

TYPE OF ACTION: Action Information X Review and Refer

RECOMMENDATION: Review and refer to a future regularly scheduled Board meeting the award of two professional services agreements with separate consultants for on-call “as-needed” geotechnical engineering and field and laboratory materials testing services, with each contract in an amount not to exceed \$500,000

SUMMARY: The District solicits competitive proposals for as-needed geotechnical engineering services, and field and laboratory materials testing services related to soil, aggregate and asphalt density and composition testing and concrete compression testing, in support of the District’s capital improvement program and water main repairs. Materials testing is conducted on all capital improvement pipeline replacement projects and District operational leak repair projects to ensure that the compaction of trench backfill materials meets the District and local jurisdiction’s standards and specifications and to ensure that trench failures do not occur within the trench restoration area. Concrete testing is required on a variety of projects to ensure the concrete meets the District’s specifications for design strength. Additionally, work sometimes requires the services of a professional geotechnical engineer to evaluate field conditions and make recommendations. As the District’s CIP grows, staff identified an opportunity to ensure third-party availability for geotechnical and materials testing support services by pursuing two separate on-call or “as-needed” professional services agreements. At a future regularly scheduled Board meeting, District staff will make a recommendation to award two separate professional services agreements for these services.

DISCUSSION: The current two-year agreement with Miller Pacific Engineering Group in the amount of \$375,000 expired on June 30, 2023. In May of 2023, the District extended the contract until June 30, 2025, with no increase to the original contract amount. The existing contract is now reaching its original contract not-to-exceed limit of \$375,000. District staff have elected to solicit proposals and pursue new multi-year on-call professional services agreements for geotechnical engineering and materials testing services based on an anticipated increase in need for these services in the coming years.

On August 1, 2024, the District conducted a public competitive solicitation for proposals for as-needed geotechnical engineering, and soil, aggregate, asphalt and concrete materials testing services from Kleinfelder, Miller Pacific Engineering Group, and RGH Consultants. A summary of key services included in the solicitation are identified in Table 1, below.

Table 1: Summary of as-needed geotechnical and materials testing services for District projects

Service	Unit Cost
Field Technician for soil, aggregate and asphalt	Per Hour
Compaction Testing ASTM D1557 4-inch mold (soil/aggregate)	Per Curve
Compaction Testing ASTM D1557 6-inch mold (soil/aggregate)	Per Curve
California Impact 216 (soil/aggregate)	Per Curve
Marshall Testing ASTM D1559 (asphalt)	Each
Extraction ASTM D2172 Method B (asphalt)	Each
California Test Method 309 (asphalt)	Each
California Test Method 362 (asphalt)	Each
Professional Geotechnical Engineer	Per Hour
Field Technician for Concrete Testing	Per Hour
Concrete Compression Testing	Per Test

As the District’s Capital Improvement Program grows, so too has the District’s needs for third-party support services such as geotechnical engineering and materials testing, as well as the rate at which the District expends funds under these contracts. As such, staff proposes that the District enter into two separate professional services agreements, each with their own contract not-to-exceed limit of \$500,000. Services are performed under a time and expense basis, as needed, for the various capital and operational projects. Services primarily will include geotechnical engineering support and materials testing services, but may also include design support, and site assessment and geotechnical report services.

Each proposed contract will include a baseline contract period of approximately 2 years, ending on June 30, 2026, unless otherwise extended by contract amendment. Each contract will also include a not-to-exceed limit of \$500,000, for a total proposed Board award amount of \$1,000,000. Direct funding encumbrances are not required for either contract, as work performed will be funded by specific project or operational fund centers previously included in the District’s adopted budget which utilize these services.

Budget:

Contract No. 1 Amount: \$500,000
Contract No. 2 Amount: \$500,000
Total Budget: \$1,000,000
Budget Category: Project-specific from Capital and Operational budgets

Contract Implementation:

Request for Proposals: August 1, 2024
Proposals Received: August 9, 2024
Est. Contract Award: August 20, 2024
Baseline Contract Duration: thru June 30, 2026

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: The total maximum expenditures under the two proposed contracts will not exceed \$1,000,000. Blanket Purchase Orders will be opened for the two contracts and funding will be provided as needed from current Capital and Operations budgets.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Operations Committee/Board of Directors
Title: Water Supply Roadmap Update on Cost of Conveyance to Storage
From: Paul Sellier, Director of Water Resources *PS*
Through: Ben Horenstein, General Manager *BH*
Meeting Date: August 16, 2024

TYPE OF ACTION: Action X Information Review and Refer

RECOMMENDATION: Receive staff presentation on cost of conveyance of winter water to a District reservoir

SUMMARY: As the conveyance project team works to better define the alternatives for conveyance of winter water to storage, the costs have been further refined. Staff will present an update on the conveyance work and compare the costs of conveyance to the other water supply options discussed in prior meetings.

DISCUSSION: The Strategic Water Supply Roadmap consists of five broad strategies for developing a resilient water supply including Water Efficiency, Distribution System Improvements, Sonoma-Marin Partnership, Local Storage Enlargement and New Supply Development, which includes desalination and recycled water. Water Efficiency program costs were discussed at the May Finance and Administration Committee meeting, and Desalination and Recycled water costs were presented at the June 18, 2024 Board Meeting. At this meeting, staff will provide an update on, and review the Conveyance alternatives and costs.

To compare water supply alternatives it is useful to develop a unit cost of water, or cost per acre-foot. Drought water supply projects provide a water supply benefit only during a drought and for the purpose of comparison the estimated yield of a given water supply project is the capacity of that project over a single four-year drought. The costs for each water supply option are expressed as a present value that includes all costs going out to the end of the planning horizon (25 years). All costs include the annual cost to finance the capital to design, permit and construct the project, replacement costs (for assets that have a shorter useful life than the planning horizon) and any annual Operational and Maintenance (O&M) costs. O&M costs tend to vary based on volume of water produced, however some O&M costs, such as staffing, are fixed.

To-date, staff has presented the costs of projects with similar useful lives of 25 years. The typical useful life of a pipeline, such as might be used for conveyance of water to storage, is 100 years or

approximately four times that of a desalination or a recycled water treatment plant. In order to compare the Conveyance project, which is largely a pipeline project that has a useful life of 100 years, to the 25 year planning horizon used to this point in staff's analysis, staff credited the pipeline project with 75% of its residual or salvage value. This is a common technique for comparing projects with different useful lives. In addition to the discussion of cost, staff will provide an update on the work completed.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: None.

ATTACHMENT(S): None.