



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

Friday, June 21, 2024 at 9:30 AM

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## AGENDA

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### LOCATIONS:

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

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

Outside location for Director Larry Russell – Venetian Hotel, Business Center, 3355 S. Las Vegas Blvd., Las Vegas, NV 89109

### **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](mailto: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 May 17, 2024

**RECOMMENDATION:** Approve the minutes

- b. Spillway Modifications Alternatives Selection and Design Project

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting award a professional services agreement with Black and Veatch for the Spillway Modifications Alternatives Selection and Design Project

5. **Upcoming Meeting**

The next Operations Committee Meeting/Special Meeting of the Board of Directors will take place on Friday, July 19, 2024, at 9:30 a.m.

6. **Adjournment** (10:15 a.m. – Time Approximate)

## ADA NOTICE AND HEARING-IMPAIRED PROVISIONS

In accordance with the Americans with Disabilities Act (ADA) and California Law, it is Marin Water’s policy to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are an individual with a disability and require a copy of a public hearing notice, an agenda, and/or agenda packet in an appropriate alternative format, or if you require other accommodations, please contact the Board Secretary/ADA Coordinator at 415.945.1448, at least 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: 06-18-2024





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

Friday, May 17, 2024 at 9:30 AM

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## MINUTES

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### 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 attended this meeting in-person or remotely using the following methods: on a computer or smart device, <https://marinwater.zoom.us/j/86822995553>, or by phone, 1-669-444-9171, using Webinar ID #: 868 2299 5553.

### 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  
Larry Russell

#### DIRECTORS ABSENT

Monty Schmitt  
Ranjiv Khush

#### 2. Adoption of Agenda

A motion was made by Director Smith and seconded by Director Samson to adopt the agenda.

There were no public comments.

Voting Yea: Directors Samson, Smith, and Russell

Absent: Directors Schmitt and Khush

**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 April 5, 2024

**RECOMMENDATION:** Approve the minutes

A motion was made by Director Smith and seconded by Director Samson to approve the minutes.

There were no public comments.

Voting Yea: Directors Samson, Smith, and Russell

Absent: Directors Schmitt and Khush

- b. Asphalt Concrete Paving Restoration and Concrete Work Contract (CN 2031)

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting for contract award for the Asphalt Concrete Paving Restoration and Concrete Work Contract

Engineering Director Alex Anaya briefly introduced this item, and Engineering Construction Manager Mark Kasraie provided an update on the District's Pavement Program. There was discussion between the Board and staff during Mr. Kasraie's presentation.

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. Capital Improvement Program - 2024 Tiburon Pipeline Replacement Project (D23018)

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting for contract award for the 2024 Tiburon Pipeline Replacement Project

Engineering Director Anaya informed the Board that this item and the next two agenda items were components of both the District's Capital Improvement Program and Fire Flow Improvement Program. He then introduced Assistant Engineer Ava Pridgeon, who provided a summary of the 2024 Tiburon Pipeline Replacement Project.

A brief discussion followed.

There were no public comments.

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

d. Capital Improvement Program - 2024 Anode Replacement Contract (D24024)

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting for contract award for the 2024 Anode Replacement Contract

Assistant Engineer Pridgeon also 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.

e. Capital Improvement Program - 2024 Anode Well Replacement (D24025)

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting for contract award for the 2024 Anode Well Replacement Project

Assistant Engineer Pridgeon provided a description of the Project.

A brief discussion followed.

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 Board meeting.

f. Microsoft Enterprise Agreement

**RECOMMENDATION:** Receive an update on Microsoft 365 services and refer to a future regularly scheduled Board meeting for contract award for a three year enterprise agreement

Finance Director Bret Uppendahl introduced this item, and IT Manager Brad Taylor provided an overview of the proposed agreement.

Discussion ensued.

There were no public comments.

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

**5. Upcoming Meeting**

Chair Russell announced that the next Operations Committee Meeting/Special Meeting of the Board of Directors was scheduled for Friday, June 21, 2024 at 9:30 a.m.

**6. Adjournment**

There being no further business, the Operations Committee Meeting/Special Meeting of the Board of Directors adjourned at 10:03 a.m.

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Board Secretary



# STAFF REPORT

**Meeting Type:** Operations Committee/Board of Directors  
**Title:** Spillway Modifications Alternatives Selection and Design Project  
**From:** Alex Anaya, Director of Engineering  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** June 21, 2024

**TYPE OF ACTION:**                      Action                      Information                      X                      Review and Refer

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting award a professional services agreement with Black and Veatch for the Spillway Modifications Alternatives Selection and Design Project

**SUMMARY:** The Spillway Modifications Alternatives Selection and Design Project includes work to analyze\design spillway modification alternatives at Seeger (Nicasio), Soulajule, Peters (Kent), and Alpine dams. Based on their subject matter expertise, familiarity with the District’s system, and attention to detail, District staff recommends the District select Black and Veatch to proceed with the Spillway Modifications Alternatives Selection and Design.

**DISCUSSION:** At the April 30, 2024 Board of Directors Meeting, in order to expeditiously implement the Nicasio spillway raise and analyze three other spillways, the Board directed staff to spin-off the Spillway Modifications projects that were identified through the Local Storage project into a focused effort.

While individual spillway modifications cannot satisfy the ultimate goal of providing substantial additional local storage on their own, modifications to one or more spillway can provide additional storage and can likely be constructed relatively quickly. It is estimated that the addition of permanent gates on the Nicasio spillway may providing upwards of 3,000 acre-feet of additional storage, at a very reasonable cost, making this project quite attractive relative to other water supply enhancement alternatives.

The Spillway Modifications Alternatives Selection and Design contract will evaluate alternatives for spillway modifications at four of the District’s dams: Alpine, Peters (Kent), Seeger (Nicasio), and Soulajule. In particular, Nicasio Dam is different from the other three dams in this category because potential spillway gates were considered in the original design of the dam and spillway. As such, this



contract also includes full engineering design services for the selected spillway modification alternative at Seeger Dam.

The Spillway Modifications project will have other ongoing District work feed into the alternatives analysis. Staff are in the early stages of a Spillway Capacity Assessment which will provide the underlying hydrologic and hydraulic modeling and results needed as a baseline of information to support the alternatives analysis of the potential spillway modifications. Additionally, since 2017, District staff has been progressing on spillway condition assessments at Peters (Kent), Seeger (Nicasio), and Soulajule spillways. These assessments will provide useful information for any spillway modifications proposed at these sites.

The District is proposing to contract with Black and Veatch, with a project team that has over 40 years of experience in the design and construction of major water supply projects with a focus on dam spillways and outlet works. The scope of work includes hydrologic and hydraulic analyses that builds upon the work performed in the Spillway Capacity Assessment, alternatives analysis and project optimization of spillway modifications at the four dams, spillway modification design at Seeger (Nicasio) dam, DSOD coordination, and grant funding support.

The proposal submitted by Black and Veatch provides a comprehensive approach based on their subject matter expertise, familiarity with the District’s system from performing work on the Spillway Capacity Assessment, and attention to detail. District staff recommends the District select Black and Veatch to proceed with the Spillway Modifications Alternatives Selection and Design.

**Budget:**

Professional Services Agreement: \$1,944,669

Contingency (15%): \$300,000

Total Budget: \$2,244,669

Budget Category: A1A05

The alternatives analysis and design is scheduled to be completed in December 2025.

**ENVIRONMENTAL REVIEW:** None.

**FISCAL IMPACT:** The Spillway Modifications Alternatives Selection and Design is funded in the Fiscal Year 2024/2025 Adopted Capital Budget and is in the five year Capital Improvement Plan. As shown in the table below, the total cost for the agreement with Black and Veatch is \$1,944,669 with a staff requested contingency of \$300,000 for a total not to exceed amount of \$2,244,669.

<b>Task Description</b>	<b>Budget</b>
<b>Task 0</b> – Project Management and Coordination: This task includes project management activities including day-to-day administration, progress meetings, and technical reviews throughout the duration of the contract.	\$246,962
<b>Task 1</b> – Data Gathering: This task includes collection and review of hydrologic data, DSOD inspection reports, and hydraulic structures drawings. This task also includes a visit to DSOD’s office to review relevant records and a site visit to the four dam sites.	\$79,151
<b>Task 2</b> – Hydrologic and Hydraulic Analyses: This task will utilize the hydrologic and hydraulic modeling being performed as part of the Spillway Capacity Assessment to	\$212,660

inform the evaluation of the spillway modification alternatives. The analysis will be conducted for up to two proposed spillway modification alternatives for each of the four dams. There will be an evaluation of the upstream and downstream impacts as well as a yield study.	
<b>Task 3 – Alternatives Analyses &amp; Project Prioritization:</b> This task includes an assessment and recommendation of a spillway modification alternative for each of the four spillway and a relative ranking of Soulajule, Kent, and Alpine to allow the District to prioritize and schedule those future improvements.	\$507,962
<b>Task 4 – Spillway Modification Design – Seeger (Nicasio) Dam:</b> This task includes engineering design services for modifications to the spillway at Seeger Dam suitable for bidding and construction. This includes 50%, 90%, and 100% design documents.	\$725,355
<b>Task 5 (OPTIONAL) – Spillway Modification Design – Soulajule, Kent, &amp; Alpine:</b> This task engineering design services for modifications to the spillways at Soulajule, Kent, and Alpine dams suitable for bidding and construction. This includes 50%, 90%, and 100% design documents for each project site.	\$0
<b>Task 6 – DSOD Coordination:</b> This task includes communication and coordination with DSOD throughout the Project.	\$111,277
<b>Task 7 – Grant Funding Support:</b> This task includes support for grant identification and application package development.	\$61,302
<b>Professional Services Agreement Total</b>	<b>\$1,944,669</b>
<b>Contingency (15%)</b>	<b>\$300,000</b>
<b>Total Authorized Amount</b>	<b>\$2,244,669</b>

Staff is requesting the Operations Committee to review and refer to a future regularly scheduled Board meeting award of a professional services agreement with Black and Veatch for the Spillway Modifications Alternatives Selection and Design in the amount of \$1,944,669 with a staff requested contingency in the of \$300,000, for a total contract amount not to exceed \$2,244,669.

**ATTACHMENT(S):** None.