



**MINUTES OF THE SPECIAL MEETING OF THE
DISTRICT BOARD OF THE RODEO SANITARY
DISTRICT HELD ON JANUARY 22, 2019**

The Board of Directors of the Rodeo Sanitary District met in regular session at John Swett Unified School District Board Room, 400 Parker Avenue, Rodeo, California 94572.

President Batchelder called the meeting to order at 6:03 P.M.

- 1) **ROLL CALL** President Batchelder took the roll, and the following members were present:

DIRECTORS PRESENT Connie Batchelder, President
Janet Callaghan, Vice President
Richard Frakes, Secretary
Angela Noble, Director
Maureen Brennan, Director (arrived at 6:08 p.m.)

ABSENT None

STAFF PRESENT Steven Beall, District Manager
Nancy Lefebvre, District Administrator

OTHERS PRESENT Jeff Lewandowski, Advanced Hydro Engineering

- a) **PLEDGE OF ALLEGIANCE TO THE FLAG**

President Batchelder led the Pledge of Allegiance.

- 2) **PUBLIC COMMENTS-Communication from the public on subjects not on the agenda.**

No public comment was received.

- 3) **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER:** None

- 4) **REPORTS:** None

- 5) **CONSENT CALENAR:** None

6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION**-None

7) **OLD BUSINESS:** None

8) **NEW BUSINESS:**

A) MASTER PLAN PROJECT UPDATE (DISCUSSION AND ACTION)

Manager Beall and Jeff Lewandowski provided a project update for the months of July through December 2018 on the status of the Comprehensive Wastewater Master Plan Wastewater Treatment Plant Project and Sewer Year 3. All Master Plan projects have completed construction. This was the final Master Plan detailed project update. With completion of all Master Plan projects a summary presentation of financial information for all projects is being developed and will be presented at the District's February 26, 2019 Special Board Meeting.

Wastewater Treatment Plant Project:

The WWTP project was previously completed prior to June 2018, with exception of a change order for digester cover repair work added following substantial completion of the project. The SCADA project is completed. The digester cover repair work is not part of the Master Plan or SRF Funding amounts and will be funded separately from District reserves. The digester cover repair work was completed in the June 2018 to December 2018 period and all retainage was released to the Contractor.

Sewer Year 3A Improvements Project

The Sewer Year 3A Improvements Project is the first of three Sewer Year 3 projects authorized by the Board on March 8, 2016. The board requested the bid opening for the Sewer Year 3A project to occur in early November 2016. The construction phase services were started in December 2016, with a Notice to Proceed issued on January 26, 2017. Although construction was delayed due to the rainfall, the Contractor was issued substantial completion on May 31, 2017, which was earlier than the original contract completion date of June 5, 2017. The Contractor experienced delays in project closeout which caused Final Completion to be delayed. These delays included late completion of punch list items, negotiation of a damage claim and the completion of incomplete work associated with removal of air test piping at each lateral. A Notice of Completion was filed with the County in May 2016. Partial releases of retainage were made as issues were resolved with the Contractor. The final release of retainage withholds occurred in November 2018. Through September 2018, capital costs at the \$2.0 million total budget.

Sewer Year 3B Improvements Project

The Sewer Year 3B Improvements Project is the second of three Sewer Year 3 projects authorized by the Board on March 8, 2016. The bid opening for the Sewer Year 3B project was held on May 1, 2017. The Notice to Proceed was issued to the Contractor on June 2, 2017 and the Sewer Year 3B project was Substantially Complete on September 11, 2017. The Contractor experienced delays in completing the punch list items and in a potential claim, which delayed final completion of the project. A Notice of Completion was filed with the County in March 2018 and partial retainage was released to the Contractor in May and June 2018. Through negotiations between the District and the Contractor, the final retention withholds were released in November 2018 to complete the construction payments for the project. Through November 2018, approximately \$1.76 million in capital costs of \$1.90 million total budget.

Sewer Year 3C Improvements Project

The Sewer Year 3C project design was completed and initially issued for bidding in January 2018. At the bid opening on February 27, 2018, all bids received had exceeded the engineer's cost estimate. The RSD Board directed staff to reject all bids and remove some individual sewer segments for rebidding in an effort to reduce the project cost. A Sewer Year 3C Revised project was developed and was issued for bidding on March 16, 2018. The bid opening was scheduled for May 8, 2018. The low bidder, D'Arcy and Harty was awarded the contract by the RSD Board for \$1,276,785. The Notice of Award was issued on June 14, 2018 and the construction contract was signed on June 20, 2018. A Notice to Proceed was issued on July 19, 2018 and the start of construction date was July 29, 2018. The work schedule was 100 days, with an anticipated date of substantial completion of November 6, 2018 and a final completion date of January 5, 2019. Through November 2018, capital costs at the \$2.0 million total budget.

A) **CONTRACT FOR RECORD DRAWING DRAFTING, CONSTRUCTION SURVEYS, AND BASE MAP UPDATES ASSOCIATED WITH CWWMP SEWER COSTRUCTION DISCUSSION AND ACTION)**

District Manager Beall requested authorization to contract with Cunha Engineering for the record drawing drafting, manhole construction surveys and base map updates associated with the six CWWMP sewer construction projects. These projects include the Sewer Year 1, 2A, 2B, 3A, 3B and 3C construction projects. The record drawing drafting and construction survey work was originally approved under the construction projects but was not completed immediately following the projects due to ongoing construction projects. With completion of construction of the final Master Plan sewer project, Sewer Year 3C, this work can now move forward. Total contract value not to exceed \$36,040. Cunha Engineering provided the original drafting and surveying for

these projects, as well as developed the current base maps for the collection system.

MOTION: By Noble, seconded by Frakes to approve the District Manager's request to contract with Cunha Engineering for the record drawing drafting, manhole construction surveys, and base map updates for a total contract value of up to \$36,040.00

VOTE: AYES: Batchelder, Frakes, Noble, Batchelder, Brennan
NOES: None
ABSENT: None
ABSTAIN: None

9) **PUBLIC HEARING:** None

10) **COMMUNICATION:** None

11) **CLOSED SESSION:** None

12) **REPORT OUT OF CLOSED SESSION:** None

13) **ANNOUNCEMENTS AND SUGGESTIONS FOR FUTURE AGENDA ITEMS**

None

14) **ADJOURNMENT**

Meeting adjourned at 7:29 P.M. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday February 12, 2019 at 6:00 P.M. at John Swett Unified School District Board Room, 400 Parker Avenue, Rodeo, California.

Connie Batchelder, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District