



BOARD OF DIRECTORS REGULAR MEETING

DATE :
OCTOBER 2, 2024

TIME:
8:00 A.M.

-  1021 E. Miramar Avenue | Claremont, CA 91711
-  www.threevalleys.com
-  909.621.5568

The mission of Three Valleys Municipal Water District is to supplement and enhance local water supplies to meet our region's needs in a reliable and cost-effective manner.



THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING AGENDA

1021 E. Miramar Avenue, Claremont, CA 91711
October 2, 2024 – 8:00 AM

The mission of Three Valleys Municipal Water District is to supplement and enhance local water supplies to meet our region's needs in a reliable and cost-effective manner.

NOTICE OF VIDEOCONFERENCE/TELECONFERENCE ACCESSIBILITY

Three Valleys MWD will hold this meeting of its Board of Directors on the date and time, and at the location set forth above. The public may participate in the meeting by physical attendance at the meeting or by videoconference or teleconference utilizing the following links:

Link to join webinar: <https://tvmwd.zoom.us/j/89921203443>

OR

Dial in: (669) 900-9128, Webinar ID: 889 2120 3443

Any member of the public wishing to participate in public comment may do so in any of the following manners: (1) by using the "Raise Hand" feature on the Zoom platform and when prompted by the Board President during the public comment period, (2) by filling out the electronic speaker's card at the following link <https://arcg.is/0z5GqO> prior to the close of public comment, (3) by sending an email to PublicComment@tvmwd.com prior to the close of public comment, or (4) those attending the meeting in person may complete a speaker's card and provide it to the Executive Board Secretary prior to the close of public comment.

1. CALL TO ORDER

ROBERTO

2. ROLL CALL

AGUIRRE

Jody Roberto, President
Mike Ti, Vice President
Carlos Goytia, Secretary/Treasurer
David De Jesus, Director
Jeff Hanlon, Director
Bob Kuhn, Director
Danielle Soto, Director

3. FLAG SALUTE

ROBERTO

4. DIRECTOR REMOTE PARTICIPATION PURSUANT TO AB 2449 *[Government Code Section 54953(f)]* ROBERTO

4.A NOTIFICATION DUE TO JUST CAUSE

4.B REQUEST DUE TO EMERGENCY CIRCUMSTANCES

BOARD ACTION REQUIRED ITEM 4.B

Staff Recommendation: None

5. AGENDA REORDER/ADDITIONS *[Government Code Section 54954.2(b)(2)]* ROBERTO

Additions to the agenda may be considered when two-thirds of the board members present determine a need for immediate action, and the need to act came to the attention of TVMWD after the agenda was posted; this exception requires a degree of urgency. If fewer than two-thirds of the board members are present, all must affirm the action to add an item to the agenda. The Board shall call for public comment prior to voting to add any item to the agenda after posting.

6. PUBLIC COMMENT *(Government Code Section 54954.3)* ROBERTO

Opportunity for members of the public to directly address the Board on items of public interest within its jurisdiction. The public may also address the Board on items being considered on this agenda. TVMWD requests that all public speakers complete a speaker’s card and provide it to the Executive Board Secretary.

We request that remarks be limited to three minutes or less. Pursuant to Government Code Section 54954.3, if speaker is utilizing a translator, the total allotted time will be doubled.

7. GENERAL MANAGER’S REPORT HOWIE

The Executive Leadership Team will provide brief updates on existing matters under their purview.

7.A RATIFICATION OF COSTS FOR EMERGENCY LEAK REPAIRS PANZER

An update on the emergency leak repair findings will be provided.

7.B ON-CALL CONSTRUCTION SERVICES CONTRACT AWARD PANZER

An on-call construction services contract award will be discussed.

7.C ON-CALL PROFESSIONAL TECHNICAL SERVICES CONTRACTS	LEE
An on-call technical services contract award will be discussed.	
8. DIRECTORS'/GENERAL MANAGER'S ORAL REPORTS	ROBERTO
Directors may report on activities for meetings to which they are assigned to serve as the representative or alternate of TVMWD and on other areas of interest.	
8.A METROPOLITAN WATER DISTRICT	DE JESUS
8.B CHINO BASIN WATERMASTER	KUHN
8.C SAN GABRIEL BASIN WATER QUALITY AUTHORITY	KUHN
8.D MAIN SAN GABRIEL BASIN WATERMASTER	TI
8.E SIX BASINS WATERMASTER	HANLON
8.F ADDITIONAL BOARD MEMBER REPORTS	ALL
8.G GENERAL MANAGER'S COMMENTS	HOWIE
9. CLOSED SESSION	ROBERTO
9.A CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]	
Name of Case: Chino Basin Municipal Water District v. City of Chino, et al., San Bernardino County Superior Court Case No. RCV RS 51010	
9.B CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]	
Name of Case: San Diego County Water Authority v. Metropolitan Water District of Southern California, et al., San Francisco County Superior Court Case No. CPF-14-514004 (Consolidated with Case Nos. CPF-16-515282 and CPF-18-516389)	
10. FUTURE AGENDA ITEMS	ROBERTO
11. ADJOURNMENT AND NEXT MEETING	ROBERTO
The Board will adjourn to a regular Board meeting on October 16, 2024.	

In compliance with the Americans with Disabilities Act Government Code Section 54954.2(a), if special assistance is needed to participate in this public meeting, please contact the Executive Board Secretary at (909) 621-5568 at least 24 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, materials related to an item on this agenda submitted after distribution of the agenda packet will be posted on the TVMWD website at www.threevalleys.com.

Three Valleys MWD Board meeting packets and agendas are available for review at www.threevalleys.com






BOARD INFORMATION

BOARD OF DIRECTORS
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: October 2, 2024

Subject: Ratification of Costs for Emergency Leak Repairs

Funds Budgeted: \$ 0

Fiscal Impact: \$2,006,000

Staff Recommendation

No Action Necessary – Information Only

Background

In late December 2023, data from the leak detection project using the SmartBall® technology indicated a potential leak on the Miramar Transmission System. On January 2, 2024, during routine inspections, staff noticed water discharge into Thompson Creek from a location adjacent to the 36" Miramar main distribution line located on Baseline Road and Thompson Creek. The pipeline was kept operational initially to ensure water service to Golden State Water Company (City of Claremont) and City of La Verne was not interrupted, since this pipeline is the main source of imported water to the two agencies to blend with their local groundwater supplies.

By mid-January 2024, the water loss was estimated to be in excess of 100 acre-feet per month. Based on the location of the leak, which was adjacent to the flood control channel, pipeline integrity along with potential structural integrity of the channel was deemed to be a significant threat to public safety, and the Miramar Treatment Plant and Transmission was shut down. Emergency repair procedures were implemented to repair the transmission line in an expedited manner and the pipeline was placed into service on May 4, 2024. On July 24, 2024, a second leak was observed along the same transmission line, further downstream. An estimated half an acre foot per day loss was calculated and emergency repair procedures were implemented to fix the leak within two days of notice of the leak.

Discussion

The Miramar Transmission line is composed of prestressed concrete cylinder pipe [PCCP]. Failures of this pipe type tend to be catastrophic due to the construction of the pipe material. The discovery of the leak occurred in the early failure stage with constant discharges observed in the adjacent flood channel. It was imperative to isolate the pipeline and initiate emergency repairs to prevent further damage to the pipeline and adjacent structures. As a result, the Miramar Treatment Plant and the distribution system was shutdown on January 16, 2024.

Staff initiated the emergency protocol to obtain construction services through the use of the Emergency On-Call Construction Contractors List. Due to the nature of the repair, location of leak, and repair timeline, only two contractors responded to Three Valleys' request for emergency construction services. Three Valleys contracted with Norstar Plumbing and Engineering to facilitate the repairs.

Field repair work commenced in early March 2024. Upon final excavation to 25 feet in depth, it was found the pipeline integrity within the casing under the flood control channel was the source of the leak. Pipelines are placed in a casing to protect the pipeline when it is placed below structures such as the flood control channel. Field verification of staff identified weak points, along with the inspection of the pipeline, aided in the final decisions on limits of pipeline replacement. 70 feet of 36-inch pipeline was determined to be compromised and as a result replaced. Miramar Transmission Pipeline was placed back into service successfully on May 4, 2024. Final project remediations were completed by early July 2024.

Permitting and material acquisition took approximately 6 weeks. Once field construction commenced, the repairs were completed in approximately six weeks and required 3,000-man hours. Heavy equipment, traffic control, pavement rehabilitation, and existing utility relocation were the major components of the overall repair costs. The project also implemented remediation measures and improvements based on the forensic analysis of the damaged pipeline as preventive features. The final cost for the Emergency Leak is \$1.937 million; a summary of the final costs is provided below in Table 1.

Table 1- Emergency Transmission Line Leak Repairs

Category	Agency/Vendor	Cost
Construction	Norstar (3,000 Man Hours)	
Repairs		\$1,022,000
Improvements/ Mitigation Measures		\$65,000
Gas line relocation		\$300,000
Baseline Road Paving		\$170,000
	<i>Norstar Sub-Total</i>	<i>\$1,557,000</i>
Pipeline Material		\$91,000
Construction Inspection Services	MWH	\$90,000
Material Testing Services	Smith and Emery/Insight Tech	\$35,000
Traffic Control	Right of Way	\$146,000
Permits		\$18,000
	Army Corps	
	LA County Flood Control District	
	City of Claremont	
Total		\$1,937,000

On July 24, 2024, a second leak was discovered along the same transmission line further downstream. Discharge was visually observed in both the Emerald Wash and Marshall Canyon Channel. Similar to the first repair, the emergency on-call contractor procedure was initiated. TK Construction was the first contractor to respond and started repairs within 24 hours after the notification of the leak.

The leak was located at two separate blow-off valves that discharge into the flood control channel; the valves are used to dewater and flush the main transmission line, as needed, but usually during startup of the treatment plant or distribution pipeline. The leaks were caused by damaged valve seats which are believed to be caused by flushing after the first leak. It is common when transmission lines are flushed after repairs for sediment and debris to be transported further downstream in the pipeline. The timeframe and sequencing of the leak indicate this to be the likely cause of the damage to the valves.

The repairs were completed in two days and the transmission line was placed back into service on July 26th. The final reconciled total project cost for the second emergency leak was \$69,000. The repair costs associated with the second emergency leak could potentially be covered by Metropolitan Water District under its Leak Detection and Repair Grant program; if awarded, \$50,000 of the cost of the repair could be covered by the grant. A summary of the final costs for the second emergency leak are provided below in Table 2.

Table 2- Second Emergency Leak Repair Costs

Category		Cost
Construction	TK Construction	
Repairs	Replace (2) 6in Gate Valves	\$53,000
Baseline Road Paving		\$16,000
Total		\$69,000

A memorandum detailing the emergency processes that were utilized to complete the repairs for the emergency projects and lessons learned is included as **Exhibit A**.

Funding Source

The two emergency repairs were completed under emergency protocol without an established capital improvement project. Capital Asset reserves were used to complete the needed emergency repairs to expeditiously place the Miramar Treatment Plant back in service and deliver water through the Miramar Transmission system. The Fiscal Year 2023/24 capital improvement project includes \$100,000 in funding for unplanned repairs and rehabilitation (R&R); however, the emergency leak repair project scope was more complex than minor repairs that were contemplated in the unplanned R&R project and work was initiated using the emergency protocol.

As a result of the emergency projects, the Board Designated and Unassigned reserves were reduced to \$6.8M as of August 31, 2024. As of October 1, 2024, our total reserves balance is approximately \$8.7M.

Environmental Impact

None

Strategic Plan Objective(s)

- 1.3 – Infrastructure Reliability
- 1.4 – Operational Efficiency
- 2.5 – Operational Strategies

Attachment(s)

Exhibit A – Miramar System Emergency Leak Repairs Memorandum

Meeting History

Board of Directors Meeting, May 1, 2024, Informational Item Only

NA/KP



TO: Matthew Litchfield
FROM: Sylvie Lee
Kevin Panzer
DATE: September 30, 2024
RE: Miramar System Emergency Leak Repairs

Executive Summary

The Miramar Transmission line on Baseline Road at Thompson Creek was observed to have a significant leak on the order of 200 gallons per minute in late December 2023. The Miramar Treatment Plant and Transmission Pipelines were shut down in mid-January due to the significant water losses; an estimated 100 AF of water was lost during the period in which the pipeline was operated to continue to provide water supply to the Cities of Claremont and La Verne. Emergency repairs of the pipeline were completed in May 2024 at a cost of \$1.937 million. On July 23, 2024, the Miramar Transmission line on Baseline Road at Emerald Creek was observed to have a leak. Emergency repairs were completed at this location by July 26, 2024, at a cost of \$69,000. The approximate volume of water loss for this leak was 30 AF.

Background

Metropolitan Water District of Southern California [Metropolitan] invoices Three Valleys Municipal Water District [Three Valleys] monthly for the imported water deliveries into its service area. Every month, staff reconciles the total volume of water billed by Metropolitan with the total volume of water sold to our member agencies. Historically, the difference between the billed and sold amount [water loss] was balanced during each year. Beginning 2020, the water loss trend increased, and continued to increase to approximately ten percent each year through 2022.

On average, 14 to 18 percent of total daily treated potable water in the United States is lost through leaks, with some water systems reporting water-loss rates exceeding 60 percent. The water loss identified by Three Valleys ranges between five to ten percent, with variations depending on the quantities of flow, i.e., higher losses when the distribution system flow is lower and more noticeable. The water loss control program helps to identify real or physical losses of water from the water system and apparent losses, the water that is consumed but not accounted for. Real losses represent costs to a water system through the additional energy and

chemical usage required to treat the lost water. Apparent losses represent a loss of revenue because the water is consumed but not accounted for and thus not billed.

On average, 30 percent of Three Valleys' imported water purchases from Metropolitan is through Miramar Treatment Plant and the remaining 70 percent is purchased from Weymouth via direct Metropolitan service connections. From Three Valleys' revenue perspective, the treated water purchases from Metropolitan service connections are completely accounted for. The water loss for Three Valleys' system was primarily associated with the deliveries associated with the Miramar Treatment Plant. Staff investigations in 2022 were completed with no significant loss within the Miramar Treatment Plant.

As a result, Staff developed a two-prong approach to reach a resolution:

- The first path included the development of the Miramar Transmission Line Leak Detection Project to identify potential sources/weaknesses within the pipeline distribution system that could contribute to and develop corrective measures to address the water loss.
- The second path involved initiating work with Metropolitan to identify potential deficiencies with the current Metropolitan meter (PM-21) at the Miramar Treatment Plant. Staff is working with Metropolitan to have a replacement meter installed and in addition a new meter to be installed for low flow conditions, especially as experienced through the drought conditions. The project is expected to be completed by 2026.

Three Valleys used the SmartBall® technology by Xylem to conduct its leak detection analysis; the SmartBall® platform is a free-swimming inspection tool used to detect leaks and gas pockets and assesses pressurized water pipelines in a single deployment, without disrupting regular service. The SmartBall® platform also provides pipeline condition data and confirms the location of underground pipelines and their alignment with other critical assets providing valuable information for future rehabilitation or asset management decisions. The system evaluation was completed in fall 2023 with the SmartBall making two complete passes through the distribution system. Summary of the findings are provided below:

- Two leaks were identified during the two runs in the distribution system. The first leak was categorized as major and the second was determined to be a false positive as it was not found during the second run.
- Remaining pipeline and isolation valves throughout the distribution network provided no identified leaks or issues
- GIS pipeline alignment data obtained including offset locations

1st Emergency Leak

In late December 2023, staff received data from the SmartBall inspections indicating a leak on the Miramar Transmission System. On January 2, 2024, during routine inspections, staff noticed a small discharge of water into Thompson Creek from a location adjacent to the main distribution line located on Baseline Road and Thompson Creek. The observed flow was located within the same region as indicated in the SmartBall report. With a week of continuous discharge, staff did additional analysis to investigate if there was a leak from the Three Valleys' main distribution pipeline using the additional data from the SmartBall report such as exact location and severity. Based on the location of the potential leak and the volume of water loss confirmed by meter reads, an emergency process was initiated for the leak repair. The pipeline was kept operational during the initial four weeks to ensure water service to Golden State Water Company (City of Claremont) and City of La Verne was not interrupted, since this pipeline is the main source of imported water to the two agencies. However, by mid-January 2024, with water loss in excess of 100 acre-feet, pipeline integrity along with the location of the leak, adjacent to the flood control channel, was deemed to be a significant threat to safety, and the Miramar Treatment Plant and Transmission was shut down on January 16, 2024.

Repair Process

Staff initiated the following process to address the emergency leak:

- Procurement of long lead materials such as 36-inch pipeline and associated valves
- Permitting – Army Corps of Engineers for the Flood Control Channel and City of Claremont Encroachment Permits
- An emergency construction contract was awarded to Norstar Plumbing on a time and material basis.
- A construction inspection contract was issued to MWH Constructors.
- Notification to residents affected by the emergency work issued

Field repair work commenced in early March 2024. Upon final excavation to 25 feet in depth, it was found the pipeline integrity within the casing under the flood control channel was the source of the leak. Pipelines are placed in a casing to protect the pipeline when it is placed below structures such as the flood control channel. Field verification on staff identified weak points aided in the final decisions on limits of pipeline replacement. 70 feet of 36-inch pipeline was determined to be compromised and as a result replaced. Miramar Transmission Pipeline was placed back into service successfully on May 4, 2024. Final project remediations were completed by late July 2024.

Cause of Failure

The Miramar Transmission line is composed of prestressed concrete cylinder pipe [PCCP]. Failures of this pipe type tend to be catastrophic due to the construction of the pipe material. The excavated pipeline that was removed was analyzed by Metropolitan as a service to its member agencies and provided their findings; pipeline corrosion was determined to be a contributing factor in the pipeline failure. Further, the location and type of failure indicated other possible scenarios and conditions for failure; additional verification of the soil conditions including a post failure forensics analysis was conducted by Hazen and Sawyer and Insight Technologies. The analysis revealed that internal pipeline corrosion through air entrapment and lack of thrust restraint on directional changes in pipe alignment were also contributing factors that led to the pipeline failure.

Costs

Permitting and material acquisition took approximately 6 weeks. Once field construction commenced, the repairs were completed in approximately six weeks and required 3,000-man hours. Heavy equipment, traffic control, pavement rehabilitation, and existing utility relocation were the major components of the overall repair costs. The project also implemented remediation measures and improvements based on the forensic analysis of the damaged pipeline as preventive features. The final cost for the Emergency Leak is \$1.937 million; a summary of the final costs is provided below in Table 1.

Table 1- 1st Emergency Transmission Line Leak Repairs

Category	Agency/Vendor	Cost
Construction	Norstar (3,000 Man Hours)	
Repairs		\$1,022,000
Improvements/ Mitigation Measures		\$65,000
Gas line relocation		\$300,000
Baseline Road Paving		\$170,000
	Norstar Sub-Total	\$1,557,00
Pipeline Material		\$91,000
Construction Inspection Services	MWH	\$90,000
Material Testing Services	Smith and Emery/Insight Tech	\$35,000
Traffic Control	Right of Way	\$146,000
Permits		\$18,000
	Army Corps	
	LA County Flood Control District	
	City of Claremont	
Total		\$1,937,000

2nd Emergency Leak

On July 24, 2024, after the repairs were completed on the first leak, staff were provided with a notice of a potential second leak. Concerned neighbors notified Three Valleys of water discharge into Emerald Creek near Esperanza and Baseline Road. Visual inspections confirmed a second and third leak in the high-pressure section of the Miramar Distribution Line. The discharge originated from two 6-inch blow off valves that discharge into the adjacent flood control channels. The valves are used to drain and flush the main distribution lines; both valves were used to flush the system after the first leak during pipeline start-up. Both the valves were replaced, and the main distribution line was repressurized and back in normal operation within three days after the initial discovery of the leak.

Repair Process

In similar fashion with the first leak staff initiated the following process to address the emergency leak

- Tuesday 7/23- Notification of Leak
- Wednesday 7/24- Emergency Construction services was obtained using the emergency construction services process
- Thursday 7/25- Work began
- Friday 7/26- Pipeline re-energized
- Monday 7/29- Work Completed

Cause of Failure

The valves at the location of the leak were originally installed in the early 1980s, during the original construction of the Miramar Distribution System, far exceeding its useful life at 45+ years. When the two valves were removed and inspected, it was found that they had significant damage to the resilient wedges which provide a watertight connection. Both valves were used to flush the pipeline during the startup of the Miramar Distribution System after the first leak. During the 1st emergency leak repairs, significant pipeline debris was found within the pipe at vertical angles. During the startup of the distribution system, the pipeline is normally flushed for three volumes, and the debris may have settled between the seat and wedge causing damage to the rubber lining; In addition, the pipeline in this section during normal operating conditions has high pressure exceeding 200 psi which accelerated the further degradation of the remaining portion of resilient seat and caused full failure.

Costs

The final cost of the repairs to fix the second emergency leak was \$69,000. The repair costs associated with the second emergency leak could potentially be covered by Metropolitan Water District under its Leak Detection and Repair Grant program; if awarded, \$50,000 of the cost of

the repair could be covered by the grant. A summary of the final costs for the second emergency leak are provided below in Table 2.

Table 2- Second Emergency Leak Repair Costs

Category		Cost
Construction	TK Construction	
Repairs	Replace (2) 6in Gate Valves	\$53,000
Baseline Road Paving		\$16,000
Total		\$69,000

Lessons Learned

Emergency repairs are difficult to predict and include in the capital improvement plan (CIP) and have inflated costs due to lack of planning and preparation. Many of the Three Valleys assets have now reached their useful life span with some of the mainlines reaching 70 years of service. The leak occurring earlier this year indicated that repairs on transmissions lines can take several weeks to complete. A catastrophic failure could have left the Miramar Plant and Distribution Line down for over 6 months. Establishing a robust asset management program including condition assessments can limit the risks of long-term and costly repairs.

The District has completed visual inspections of the main distribution line over the past 10 years. However, inspections were performed in segments with several years in between each inspection. While visual inspections provide valuable information, there are several other key components to pipeline integrity that are not assessed during this inspection. To provide a comprehensive representation of the pipelines' overall condition, other factors such as soil corrosivity, internal and external steel lining condition, and exterior pre-stressed wire wrapping condition need to be assessed.

Implementing a holistic management system will identify critical areas of interest, provide probability of corrosion damage, and potential structurally deficient pipes. Narrowing down critical areas will prioritize areas of need and allow planned repairs to be incorporated into the capital improvement plan and not result in the unplanned use of reserves. Pre-procurement of materials and permits will reduce the overall schedule and planned bidding processes allow for competitive bids to help reduce costs.

As mentioned above, most of the Three Valleys pipeline is constructed of PCCP which tends to have catastrophic failures. The initial leak was categorized as a minor leak but still resulted in a \$2 million project cost. A large or catastrophic leak could cost over \$10 million and result in

multi-month distribution line and treatment plant shutdown. Establishing the building blocks of an assessment management program will help develop robust plans for repairs/replacements, minimize the risk of long-term Miramar System shutdown and minimize the need for unplanned emergency repairs.

Staff is in the process of developing scopes of work for several tasks to help prioritize the capital improvement projects to continue to provide reliable water supplies for the region. Following is a summary of the tasks that staff is currently working and developing schedules. For work that can be accommodated with the approved Fiscal Year 2024/25 budget, work will be initiated, with the remainder included in the CIP for future years.


- Asset Management – Distribution System
 - Corrosion Baseline studies
 - Hydraulic modeling of system under various conditions
 - Pipeline condition assessment – vulnerable areas
 - Pipeline condition assessment – remaining assets
 - Pipeline assets assessment and maintenance program
- Asset Management – Treatment Plant
 - Baseline efficiency analysis
 - Identification of critical infrastructure



BOARD INFORMATION

BOARD OF DIRECTORS STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: October 2, 2024

Subject: On-Call Construction Services Contract Award

Funds Budgeted: \$

Fiscal Impact: \$

Staff Recommendation

No Action Necessary – Information Only

Background

Three Valleys Municipal Water District (Three Valleys/District) issued a Request for Proposal (RFP) to establish an on-call construction services contract(s) with a select list of qualified contactors to streamline minor construction projects. Minor construction projects are classified as projects less than two hundred thousand dollars (\$200,000). Establishing a pre-qualified list will enhance efficiencies in hiring experienced contractors in specialized trades that also have the stringent requirements needed for Public Work projects; the list will expedite the solicitation process. The services are expected to be provided on an intermittent, as-needed basis for capital and operation and maintenance projects that fit the criteria. When the need for construction services arises, staff will request a proposal from one or more firms from the On-Call Construction Services List and issue a Task Order that provides the best value to the District.

Discussion

On July 29, 2024, Three Valleys invited contractors to submit proposals for the On-call construction services through PlanetBids® which provides a platform to solicit an array of contractors, both local and out-of-state. The solicitation included three project categories to identify projects Three Valleys completes routinely to maintain plant operations and efficiency. The categories of construction services included:

- **Mechanical:** Pipeline, pumps, chemical feed systems, and HVAC Systems
- **Civil:** Structures, asphalt paving, and general construction services

- **Electrical:** Preventative maintenance, lighting, wiring, instrumentation

A total of nine (9) electronic proposals were received on August 29th, 2024. All proposals were evaluated by staff against the requirements listed in the RFP. The details of the results are provided below:

Civil

- Ferreira
- Norstar Plumbing and Engineering
- TE Roberts
- TK Construction
- W.A. Rasic

Mechanical

- Ferreira
- Norstar Plumbing and Engineering
- TE Roberts
- TK Construction
- W.A. Rasic
- General Pump

Electrical

- GJR Electric
- Hydrotech Electric
- Mel Smith Electric

All nine proposals meet the RFP requirements, and staff recommends that all proposals be accepted and added to the on-call construction services list. The on-call contracts have a term of three years with an option to extend for an additional two years, for a total of five years. The item will be presented at a future Board meeting for the Board’s consideration and action of the agreements.

Environmental Impact

None

Strategic Plan Objective(s)

- 1.3 – Infrastructure Reliability
- 1.4 – Operational Efficiency
- 2.5 – Operational Strategies

Attachment(s)

None

Meeting History

None

NA/KP






BOARD INFORMATION

BOARD OF DIRECTORS
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: October 2, 2024

Subject: On-Call Professional Technical Services Contracts

Funds Budgeted: \$

Fiscal Impact: \$

Staff Recommendation

No Action Necessary – Information Only

Discussion

Three Valleys Municipal Water District (Three Valleys/District) requested proposals from interested Professional Consulting Engineering Firms for On-Call Professional Services for Technical Services to support its Capital Improvement Projects (CIP) and Operations and Maintenance (O&M) Programs on July 29, 2024, utilizing the PlanetBids® platform. Some of the services considered in the CIP are relatively small in nature, or require a rapid turnaround, rendering the traditional process of “RFP-Proposal-Award” process impractical. During the term of the Master Contract, services will be requested and issued through task orders; Each Task Order will contain a unique detailed scope of work as pertinent to the program or project.

The scope of services to be provided under the on-call professional technical services contract includes the following categories:

- Regulatory permit assistance for its CIP, drinking water permit amendments, etc.
- Miramar system efficiency analysis to assess treatment processes to improve process efficiency, reliability and safety.
- Other services such as facility assessments, plans development, and quality control.

On August 28, 2024, Three Valleys received four proposals:

- MK&N Associates
- TKE Engineering, Inc.
- Trussell Technologies, Inc. (registered California small business)
- Woodard & Curran

All four proposals were responsive to the proposal requirements. The firms were evaluated based on their relevant qualifications, experience of the team, understanding of the project and the overall quality of the proposals. Staff recommends that the four firms be added to the On-Call Professional Technical Services.

The establishment of the On-Call Professional Technical Services Agreements (Agreements) by itself does not establish a project budget or consume fiscal year budget. When project needs arise, the project with its approved budget will be the funding source for the task order. Staff recommends establishing a maximum threshold of \$250,000 per task order to be approved by the General Manager for the duration of the Agreements. If task orders exceed the threshold, the task order will be presented to the Board of Directors for their consideration before awarding such task order. The term of the agreement will be five (5) years.

The item will be presented at a future Board meeting for the Board's consideration and action of the professional service agreements.

Environmental Impact

None

Strategic Plan Objective(s)

- 1.1 – Water Quality
- 1.3 – Infrastructure Reliability
- 1.4 – Operational Efficiency
- 2.5 – Operational Strategies

Attachment(s)

None

Meeting History

None

NA/SL