

**WATER POLICY
COMMITTEE MEETING
AND
SPECIAL MEETING OF THE
BOARD OF DIRECTORS**

**Wednesday, July 24, 2013
5:30 p.m.**

Committee Members:

Michael Touhey, Chair
Charles M. Treviño



UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT

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Monrovia, CA 91016

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*The Water Policy Committee meeting is noticed as a joint committee meeting with the Board of Directors for the purpose of compliance with the Brown Act. Members of the Board who are not assigned to the Water Policy Committee may attend and participate as members of the Board, whether or not a quorum of the Board is present. In order to preserve the function of the Committee as advisory to the Board, members of the Board who are not assigned to the Water Policy Committee will not vote on matters before the Committee.

Communications

1. Call to Order.
2. Public Comment.

Discussion/Action

3. West San Gabriel Valley YMCA Water Conservation Partnership Project with San Gabriel Valley Municipal Water District *(Added at the request of Director Touhey. Staff will provide a presentation)*
4. Authorize the General Manager to execute an amendment to Tetra Tech, Inc.'s Professional Services Agreement to Provide Additional Engineering Support for the Construction of the City of Industry Phase IIB Recycled Water Project, Package 3 & 4 Customer Retrofits. *(Staff memorandum enclosed.)*
5. Storage/Exchange Agreement with Metropolitan Water District and San Gabriel Valley MWD. *(Staff will provide a presentation.)*

Oral Reports

6.

Other Matters

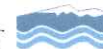
7.

Adjournment

Next Meeting: August 28, 2013 at 5:30 p.m.

MEMORANDUM

UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT

**ITEM 4.**

DATE: July 19, 2013
TO: Water Policy Committee and Board of Directors
FROM: General Manager
SUBJECT: Authorize the General Manager to execute a contract amendment with Tetra Tech, Inc. in the amount of \$100,000 and increase the maximum amount payable to \$400,000 to provide on-call engineering support during construction of the City of Industry Phase IIB Recycled Water Project, **Package 3 and 4 Customer Retrofits.**

Recommendation

Authorize the General Manager to execute a contract amendment with Tetra Tech, Inc. in the amount of \$100,000 and increase the maximum amount payable to \$400,000 to provide on-call engineering support services during construction of the City of Industry Phase IIB Recycled Water Project, **Package 3 and 4 Customer Retrofits.**

Background

On November 1, 2011, Tetra Tech was selected via a competitive RFP to provide engineering design services for Package 3 customer retrofits. The original contract amount was \$250,000.

In November 2012, the contract amount was increased by \$50,000 (to \$300,000 total), under the authority of the General Manager, to have Tetra Tech provide additional engineering retrofit design services and to support the contract bid process. The additional design services were necessary to respond to the needs of the LA County Parks and Recreation as well as the specific requirements of nine schools. This effort also included plan changes, added specifications, services during construction bidding, and preliminary services to plan construction for the complete project.

In December 2012, the Package 3 and 4 retrofit construction contract was awarded to Mike Bubalo Construction for \$1,738,500 million. This contract includes the construction of twenty-two customer retrofits including nine schools. The completion of this contract will allow the delivery of an additional 434 acre-feet of recycled water, bringing the total direct reuse deliveries to about 3,500 acre-feet per year.

The notice to proceed for construction of the first retrofit sites was February 25, 2013 for the City of West Covina Paseos, with the construction of the schools scheduled to begin during the school district's summer break. Tetra Tech has been providing engineering support of construction activities utilizing the original budget awarded in November 2012. Construction activities will greatly increase in the coming months, and engineering support during construction is necessary for completion of the project. The requested

amendment will provide sufficient funds to complete the engineering support of the retrofit work.

Description of Amendment

Approving this amendment will increase the total contract amount from \$300,000 to \$400,000 for combined services of design and engineering support during construction and project closeout including:

1. Continued coordination with LACDPH, retrofit customers, City of West Covina, Suburban Water Systems, and the contractor.
2. Continued on-call engineering support services during construction.
3. Minor plan revision and addressing field changes.
4. Addressing contract change orders and payment requests.
5. Preparation of record drawings and contract closeout.

This will complete the current construction activities of the direct reuse recycled water system.