

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

January 11, 2017

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, January 11, 2017 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Hanson called the meeting to order at 5:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Hanson, Sullivan, Kulchin, Juliussen, Omsted

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, District Engineer Steve Deering, and Jaime Fagnant with Infrastructure Engineering Corporation (IEC)

3. Pledge of Allegiance

President Hanson led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

Upon a motion duly made by Director Juliussen, seconded by Vice President Sullivan, and unanimously carried, the Board of Directors approved the agenda by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Yes
Director Omsted	Yes

6. Presentations and Awards

None.

CONSENT CALENDAR**7. Approval of Board and Committee Minutes**

Minutes of the following meetings:

December 14, 2016 Regular Board Meeting

January 4, 2017 Engineering Committee Meeting

8. Approval of Demands for December 2016/January 2017

Payroll Checks numbered 18984-19027; General Checking – Checks numbered 49091-49207.

9. Operations Report (A copy was included in the original January 11, 2017 Agenda)

10. Finance Report (A copy was included in the original January 11, 2017 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of December 2016.

12. Status Update on the Fiscal Year 2017 (FY17) LWD Tactics and Action Plan

Upon a motion duly made by Director Kulchin, seconded by Vice President Sullivan, and unanimously carried, the Board of Directors approved the Consent Calendar by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Yes
Director Omsted	Yes

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on December 14, 2016.

Director Sullivan reported on EWA's December 14, 2016 Board Meeting.

14. Committee Reports

A. Engineering Committee (EC) Meeting was held on January 4, 2017.

Director Juliussen reported that the EC reviewed an Agreement with CCL Contracting for construction services to complete the Leucadia Force Main No. 1 (L1) West Section Replacement Project in an amount not to exceed \$1,387,731.

Director Juliussen reported that the EC reviewed staff's request to transfer funds in the amount of \$200,000 from the FY16 Gravity Pipeline Rehabilitation Construction account and \$95,000 from the FY15 Gravity Pipeline Rehabilitation Construction account for a total amount of \$295,000 to cover the full cost of project construction.

Director Juliussen also reported that the EC reviewed an Agreement with Richard Stinson Construction Management for construction management services during the construction of the Leucadia Force Main No.1 (L1) West Section Replacement Project in an amount not to exceed \$50,000.

Director Juliussen noted that the EC agreed with staff to present these recommendations to the Board of Directors and they will be reviewed by the Board later in the agenda.

Director Juliussen stated that the EC received an overview on the Hazard Mitigation Plan. This item was for informational purposes only. No action was taken.

ACTION ITEMS

15. Leucadia Force Main No.1 (L1) West Section Replacement Project Construction Contract

Recommendation 1: Authorize the General Manager to execute an Agreement with CCL Contracting for construction services to complete the Leucadia Force Main No.1 (L1) West Section Replacement Project in an amount not to exceed \$1,387,731 and

Recommendation 2: Authorize the transfer of funds in the amount of \$200,000 from the FY16 Gravity Pipeline Rehabilitation Construction account and \$95,000 from the FY15 Gravity Pipeline Rehabilitation Construction account for a total amount of \$295,000 to cover the full cost of project construction.

TSM Morishita presented the items stating they were reviewed by the EC at its January 4th meeting. He also noted that it is a Fiscal Year 2017 tactical goal.

TSM Morishita noted that the Leucadia Scenic Court Project and L1 Replacement Project were originally combined as one. When the combined project was bid, only 2 bids were received that were much higher than the engineers estimate and therefore rejected. Each project was subsequently re-bid separately.

TSM Morishita stated that four bids were received on December 15th with CCL Contracting, Incorporated (CCL) submitting the lowest bid. Infrastructure Engineering Corporation (IEC) evaluated the bids and determined that CCL was the lowest responsive and responsible bidder. TSM Morishita said that IEC recommended and staff concurs that the contract be awarded to CCL.

TSM Morishita explained that separating the projects resulted in the District saving \$394,217 in total cost for the two separate projects ($\$172,602 + \$1,387,731 = \$1,560,333$) over the original combined project bid of \$1,954,550.

TSM Morishita explained that \$295,000 is needed in the construction account for the L1 Force Main Replacement project. He continued that the amount is a result of a \$145,000 construction cost shortfall and a \$150,000 (10%) contingency. He stated that the request is to transfer \$200,000 from the FY16 Gravity Pipeline Rehabilitation Project and \$95,000 from the FY15 Gravity Pipeline Rehabilitation Project. TSM Morishita noted that the \$172,602 Leucadia Scenic Cured-In-Place Pipe Lining Project was originally part of the FY16 Gravity Pipeline Rehabilitation Project.

Director Kulchin asked where the staging area will be for the project. TSM Morishita answered that the contractor makes the decision of where to stage the storage laydown area, however, TSM Morishita noted that the contractor was required to stage the project east of Sheridan Road due to the Coastal Development Permit (CDP) requirement.

Director Kulchin also asked if the staging area costs are built into the contractor's bid proposal. TSM Morishita answered affirmatively.

Director Omsted asked if the work will be done in the road or on the side of the road. TSM Morishita answered that construction work will take place in the road.

Director Omsted also asked how many lanes will be available during construction. TSM Morishita answered stating it depends on what phase of construction the project is in but it could be down to one lane. Jaime Fagnant, with IEC, stated that after reviewing the project plans there is a possibility that both lanes could be open during the construction.

Following discussion, upon a motion duly made by Vice President Sullivan, seconded by Director Kulchin and unanimously carried, the Board of Directors authorized the General Manager to execute an Agreement with CCL Contracting for construction services to complete the Leucadia Force Main No.1 (L1) West Section Replacement Project in an amount not to exceed \$1,387,731 and authorized the transfer of funds in the amount of \$200,000 from the FY16 Gravity Pipeline Rehabilitation Construction account and \$95,000 from the FY15 Gravity Pipeline Rehabilitation Construction account for a total amount of \$295,000 to cover the full cost of project construction by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Yes
Director Omsted	Yes

16. Leucadia Force Main No.1 (L1) West Section Replacement Project Construction Management Contract

Authorize the General Manager to execute an Agreement with Richard Stinson Construction Management for construction management services during the construction of the Leucadia Force Main No.1 (L1) West Section Replacement Project in an amount not to exceed \$50,000.

TSM Morishita presented background information on this item stating it was reviewed by the EC at their January 4th meeting. He also noted that it is a Fiscal Year 2017 tactical goal.

TSM Morishita also noted that Mr. Stinson submitted a proposal to provide CM services in an amount not to exceed \$50,000, an estimated 500 hours at \$100 per hour. He said that staff believes this fee is fair and reasonable.

TSM Morishita stated that for these reasons, the procurement of these CM services satisfies the criteria for sole sourcing allowed under Section 11.1, Sole Source Procurement, and continuity of service under Section 12.4, Continuing Services, of the District's Procurement Policy.

Following discussion, upon a motion duly made by Director Kulchin, seconded by Director Omsted, and unanimously carried, the Board of Directors authorized the General Manager to execute an Agreement with Richard Stinson Construction Management for construction management services during the construction of the Leucadia Force Main No.1 (L1) West Section Replacement Project in an amount not to exceed \$50,000 by the following vote:

Director	Vote
President Hanson	Yes
Vice President Sullivan	Yes
Director Kulchin	Yes
Director Juliussen	Yes
Director Omsted	Yes

17. 2017 Board of Directors Committee Assignments

President Hanson asked the Board if any Board members would like to trade Committee assignments.

Vice President Sullivan stated she would like to be on the Human Resources Committee. Vice President Sullivan then asked if anyone would like to trade from the Human Resources Committee to the Community Affairs Committee.

Director Kulchin stated that he would trade with Vice President Sullivan.

Following discussion, President Hanson appointed Vice President Sullivan to the Human Resources Committee and Director Kulchin to the Community Affairs Committee with the new committee assignments beginning February 2017.

There were no changes to the other committees.

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. 2017 WateReuse CA Annual Conference is scheduled for March 19-21, 2017 at the Westin San Diego in San Diego, CA.

EA Baity reviewed the upcoming WateReuse conference noting that it will be held locally and that hotel reservations are being made for the attendees.

19. Directors' Meetings and Conference Reports

None.

20. General Manager's Report

GM Bushee reported on the following items:

- The District received the District of Distinction reaccreditation from the Special District Leadership Foundation (SDLF) and the award will be presented at the CSDA Legislative Days conference in May;
- At the February Board meeting Scott Goldman will present an overview of Encina Wastewater Authority's water reuse study; and
- The CWEA Annual Awards Banquet dinner is scheduled for Saturday, January 28, 2017. An email will be sent out confirming the time the carpool will leave from the District.

21. General Counsel's Report

None.

22. Board of Directors' Comments

Director Omsted stated that the City of Carlsbad will be conducting a Resiliency Study on the future of the coastline. He noted that the study will start in 2017 and end in 2018.

TSM Morishita stated that both he and FSSup Stecker met with the City of Carlsbad concerning the study and provided them with a copy of LWD's Hazard Mitigation Plan.

Director Juliussen and Vice President Sullivan thanked staff, the District engineers, and the EC members for their hard work on the Leucadia Force Main No.1 (L1) West Section Replacement Project.

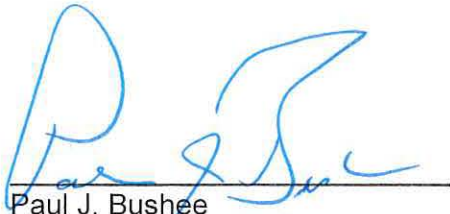
Vice President Sullivan wished everyone a happy new year and stated she is looking forward to a great 2017.

President Hanson also stated she is looking forward to a great 2017 and the Strategic Planning session in February.

Director Juliussen and Vice President Sullivan thanked Director Omsted for serving as past President.

23. Adjournment

President Hanson adjourned the meeting at approximately 5:32 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)


Judy Hanson, President