

AGENDA

**ENGINEERING COMMITTEE MEETING
LEUCADIA WASTEWATER DISTRICT**

Tuesday, January 31, 2023 – 9:00 a.m.
Via Teleconference

Pursuant to the State of California Executive Order N-29-20, and in the interest of public health, the District is temporarily taking actions to mitigate the COVID-19 pandemic by holding meetings by teleconference. The general public may not attend this meeting at the District's office due to social distancing requirements.

Members of the public attending via teleconference will be provided with an opportunity to comment on each agenda item prior to Committee discussion.

To join this meeting via Teleconference, please dial: 1-669-900-6833

Meeting ID: 852 6160 3900

Password: 228303

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1. **Call to Order**
 2. **Roll Call**
 3. **Public Comment**
 4. **New Business**
 - A. Receive and file the Rancho Verde Pump Station Rehabilitation Preliminary Design Report completed by Water Works Engineers. (Page 2, Enclosure 4A)
 - B. Authorize the General Manager to execute Amendment No. 1 to Task Order No. 3 to the Engineering Design Services Agreement with Water Works Engineers (WWE) for engineering design services for the Rancho Verde Pump Station Rehabilitation Project in an amount not to exceed \$89,804. (Pages 3-12)
 5. **Information Items**
 - A. Development Projects Summary (Pages 13-14)
 - B. January 2023 Storm Events Report (Verbal)
 6. **Directors' Comments**
 7. **General Manager's Comments**
 8. **Adjournment**

MEMORANDUM

DATE: January 26, 2023
TO: Engineering Committee
FROM: Paul J. Bushee, General Manager 
SUBJECT: **Rancho Verde Pump Station Rehabilitation Project - Preliminary Design Report Completion**

RECOMMENDATION:

Staff requests that the Engineering Committee recommend that the Board of Directors:

1. Receive and file the Rancho Verde Pump Station Rehabilitation Preliminary Design Report completed by Water Works Engineers.
2. Discuss and take other action as appropriate.

DISCUSSION:**Tactical Goal: Infrastructure & Technology / Rancho Verde Pump Station Rehabilitation**

In March 2020, Infrastructure Engineering Corporation (IEC) completed the Leucadia Wastewater District's (District) 2019 Pump Station Condition Assessment. IEC was the District's previous as needed design engineer. IEC's assessment recommended that the Rancho Verde Pump Station (RVPS) be rehabilitated to include improvements to the mechanical, electrical, and general site components of the facility in Fiscal Year 2023.

In September 2022, Water Works Engineers (WWE) was issued a task order to conduct the Preliminary Design Report (PDR) for RVPS upgrade in order to establish the scope and parameters of the project. WWE has completed the PDR which identified improvements to existing vaults, wet well, site drainage, electrical panels and pump station controls. Staff and WWE will provide a detailed overview at the upcoming meeting. The PDR has been enclosed for your review.

Staff recommends that the Board receive and file the Rancho Verde Pump Station Rehabilitation Preliminary Design Report completed by WWE. If approved, staff plans to execute a task order amendment with WWE for final design.

ier:PJB

Enclosure

MEMORANDUM

DATE: January 26, 2023
TO: Engineering Committee
FROM: Paul J. Bushee, General Manager 
SUBJECT: Rancho Verde Pump Station Rehabilitation Project – Final Design Services

RECOMMENDATION:

Staff requests that the Engineering Committee recommend that the Board of Directors:

1. Authorize the General Manager to execute Amendment No. 1 to Task Order No. 3 to the Engineering Design Services Agreement with Water Works Engineers (WWE) for final design services for the Rancho Verde Pump Station Rehabilitation Project (RVPS) in an amount not to exceed \$89,804.
2. Discuss and take other action as appropriate.

DISCUSSION:**Tactical Goal: Infrastructure & Technology / Rancho Verde Pump Station Rehabilitation**

Prior to this item, the Engineering Committee will have considered the RVPS Preliminary Design Report (PDR) completed by Water Works. The PDR recommended improvements to existing vaults, wet well, site drainage, electrical panels and pump station controls.

Additionally, the PDR estimated the construction cost for the Project, without contingency, to be \$710,300. The next phase of the Project is the final design phase. WWE has submitted a proposal, attached, to complete the design of the Project. The Scope of Work includes:

Subtask 3 – Final Design

The design of the Project will conform to the PDR. WWE will:

- Prepare four design submittals at 30%, 60%, 90% and 100% levels of design
- Project Management and Administration
 - WWE will attend five review meetings: a kick off meeting and one after each of the design submittals. WWE will develop a comment log for District comments on both the specifications and the plans with a column for WWE's response to each comment. Additional coordination, project status reports and schedule updates will be addressed via e-mail and telephone.
- Prepare the bid package that will consist of D-sized sheets, Construction Specifications Institute (CSI) format specifications and an engineer's opinion of probable construction cost
- Easement procurement support

Under this subtask WWE will perform Project Management and Administration, and Final Design services for the improvements listed in the PDR.

WWE's proposed fee for design services is \$89,804 which includes services to support Project design, such as electrical engineering subconsultant design services. This fee is 12.6% of the estimated construction cost. Staff believes the proposal is fair and reasonable for the size and

complexity of the project. This continuation of engineering service is covered under the existing three year as needed agreement with WWE. Therefore, staff recommends that the Board authorize the General Manager to execute Amendment No. 1 to Task Order 3 with WWE for engineering design services for the Rancho Verde Pump Station Rehabilitation Project.

FISCAL IMPACT:

Staff appropriated \$126K in the FY23 Budget for the RVPS project design. Therefore, the budget contains sufficient funds to complete the design services to be provided under this task order amendment. Staff plans to propose additional funding for this project as part of the Fiscal Year 2024 Budget process.

ier:PJB

Attachment



Mr. Robin Morishita
Leucadia Wastewater District
1960 La Costa Avenue
Carlsbad, CA 92009

RE: Engineering Services Proposal for Rancho Verde Pump Station Rehabilitation Project

Dear Mr. Morishita,

Water Works Engineers (Water Works) is pleased to submit to Leucadia Wastewater District (District) a proposal for Amendment No. 1 for Final Design Engineering Services to Task Order No. 3 Rancho Verde Pump Station Rehabilitation Project.

On December 21st, 2022, Water Works Engineers submitted a final Preliminary Design Report (PDR) for the pump station rehabilitation. Major improvements listed in the PDR include fully replaced mechanical piping, valves, appurtenances, new electrical equipment, and civil site improvements. In addition, it was recommended that new Permanent Easement and Temporary Construction Easement be procured from the Ranch HOA.

The attached Scope of Services describes the specific tasks and deliverables that Water Works will perform for this Project based on the recommendations from the PDR. Please contact me at 619-833-6955 should you have any questions or need further information.

Sincerely,

Tim Lewis, PE
Project Manager





Scope of Engineering Services

Water Works Engineers, LLC. and Leucadia Wastewater District

**Amendment No 1 for the Final Design of Rancho Verde Pump Station Rehabilitation
Project Task Order No. 3**

This Scope of Engineering Services is issued by Leucadia Wastewater District (herein referred to as CLIENT or District) and accepted by Water Works Engineers LLC (herein referred to as ENGINEER) pursuant to the mutual promises, covenants, and conditions contained in the most current As Needed Engineering Design Services Agreement between Leucadia Wastewater District and Water Works Engineers LLC.

Scope of Services

ENGINEER will provide engineering design services to meet the Project objectives. Services will be split into the following tasks.

Subtasks	Title
3	Final Design

Subtask 3: Final Design

Under this subtask ENGINEER shall conduct Project Management and Administration, and Final Design services for the improvements listed in the attached Project Preliminary Design Report (Water Works Engineers, December 2022).

Project Management and Administration

ENGINEER shall monitor and track the project budget and schedule to ensure that all deadlines are met and that the project budget is not exceeded. ENGINEER will coordinate with the project team to address items such as project schedule, project budget, and current issues of concern. ENGINEER shall also monitor progress and coordinate the activities being performed by all sub-consultants associated with the project and submit monthly progress reports to the CLIENT.

- 1) Project Communication and Control
 - a) Coordination of all project team activities
 - b) Communication of project progress and issues to CLIENT staff
 - c) Project schedule maintenance and control of project tasks to keep project schedule on track
 - d) Cost tracking of all engineering activities and active cost control of fees.
- 2) Quality Assurance/Quality Control
 - a) Plan and implement Quality Assurance/ Quality Control Policy with the entire project team
 - b) Ensure QA/QC procedures are being followed at each step in the design process

Meetings	<ul style="list-style-type: none"> • Project Kickoff Meeting (in-person and onsite at RVPS)
Deliverables	<ul style="list-style-type: none"> • Kickoff Meeting Notes (via email) • Monthly Progress Reports (via email)



PDR Approach Validation with HOA

ENGINEER shall produce revised 30% level design plans for the RVPS pump station rehabilitation and support District during preliminary discussions with the Ranch HOA. The purpose of the plan and any engineer support services shall be for OWNER and Ranch HOA coordination efforts to validate Final Design direction and identify any required deviations from the Preliminary Design Report (WWE Dec 2022).

- Civil Site Plan (30% Design Level)
- Demo Site Plan (30% Design Level)
- Draft Easement Exhibit

Meetings	<ul style="list-style-type: none"> • Meeting with Ranch HOA and District (in-person and onsite at RVPS)
Deliverables	<ul style="list-style-type: none"> • 30% Design Level Civil Site Plan, Demo Site Plan, and conceptual Draft Easement Exhibit (electronic; PDF) • Kickoff Meeting Notes (via email) • Monthly Progress Reports (via email)

Final Design

ENGINEER shall produce 60%, 90%, 100%, and Bid Document level plans, technical specifications, and cost estimates (PS&E) for the RVPS pump station rehabilitation. The basis of design for the Project shall be the attached final Preliminary Design Report (WWE Dec 2022) and any deviations identified during the PDR Approach Validation with HOA. The anticipated sheet list by major deliverable is depicted below.

Sheet List	Major Deliverable			
	60%	90%	100%	Bid Docs ¹
Title Sheet	X	X	X	X
General Notes		X	X	X
General Designations		X	X	X
Civil Legend	X	X	X	X
Mechanical Legend		X	X	X
Structural Notes		X	X	X
Structural Notes 2		X	X	X
Architectural Notes		X	X	X
Demo	X	X	X	X
Civil Site	X	X	X	X
Conceptual Bypass Plan	X	X	X	X
Civil Details 1		X	X	X
Civil Details 2		X	X	X
Structural Mechanical Plan	X	X	X	X
Structural Mechanical Section	X	X	X	X
Shade Structure Structural Mechanical & Architectural Plan		X	X	X



Electrical Standard Symbols/Abbreviations		X	X	X
Electrical Notes		X	X	X
Electrical Site Plan	X	X	X	X
One Line Diagram/Elevations	X	X	X	X
PLC Block Diagram	X	X	X	X
Schematic	X	X	X	X
Electrical Details		X	X	X
Wet Well Plan		X	X	X
RTU Panel Sheets	X	X	X	X
Standard Details		X	X	X

¹Changes between 100% and Bid Docs should be minor and limited to clarifications to existing notes and reflect final changes that may be necessitated by permitting or easement procurement requirements that arrive later during the design.

Meetings	<ul style="list-style-type: none"> 60% Design Review Meeting (in-person) 90% Design Review Meeting (in-person) 100% Design Review Meeting (virtual)
Deliverables	<ul style="list-style-type: none"> 60% PS&E (Elec. pdf & 5x hard copies plans only 11x17) 90% PS&E (Elec. pdf & 5x hard copies plans only 11x17) 100% PS&E (Elec. pdf & 5x hard copies plans only 11x17) Bid Documents PS&E (Elec. pdf)

Easement Procurement Support

Under this subtask, ENGINEER shall support the District in securing easement procurement from Ranch HOA.

- Single Plat and Legal produced by a professional land surveyor (subconsultant to ENGINEER) for the temporary construction easement (TCE) and permanent easement (PE) to be procured by the District from Ranch HOA (see Assumptions section below)

Meetings	<ul style="list-style-type: none"> None
Deliverables	<ul style="list-style-type: none"> Plat & Legal (draft and final., elec. PDF)



ASSUMPTIONS

The following assumptions have been made in the development of this Scope of Services. Additional Task Orders would be required to perform any of the work which is not listed in this scope or has been specifically identified as out of scope in the assumptions below:

- CLIENT review periods of submittals: 10-working days
- Design will not be subject to design review by Ranch HOA, and District operational and design standards will govern, as directed to Water Works Engineers during formal deliverable design reviews. Drainage considerations will be subject to design review by City of Carlsbad.
- Not in Scope:
 - Geotechnical Design and/or Field Services
 - It is assumed that any geotechnical information and special design considerations or subsurface preparation requirements (such as groundwater levels, dewatering needs, OSHA soil type classification, etc.) can be attained or interpolated from the original design documents for the overall Ranch HOA development and will not require new geotechnical design investigation nor geotechnical field services. Water Works has only reviewed District-provided forcemain plan and profiles and pump station record drawings, and these documents do not currently list geotechnical design considerations. It is assumed that these can be found in the overall contract documents for the Ranch HOA (technical specifications, geotechnical design report, drill hole logs, etc.) and that the District will procure these documents for Water Works Engineers to review and adapt.
 - Front Ends & Division “00” Documents (Bidding Requirements, Contract Forms, and Conditions of the Contract)
 - Easement (permanent and temporary construction) Procurement
 - It is assumed that the District will provide correspondence, offer, negotiation and escrow services to draft, finalize, and execute new easements with Ranch HOA and Water Works Engineers will provide draft/final Plats and Legals only.
 - Public Outreach
 - It assumed that the District will lead communication and public outreach with the Ranch HOA
 - Bidding Support & Engineering Services During Construction
 - It is assumed that will be covered in a future amendment
 - Environmental Engineering Services and/or Studies (CEQA)
 - Assumes Class 1 Categorical Exemption and District as lead agency – Although not legally required, the District is recommended to consider producing a Notice of Exemption (NOE) at its discretion to reduce schedule impact risks associated with a public legal challenge to the assumed Class 1 Categorical Exemption.
 - Survey
 - It is assumed that existing survey limits from the PDR phase of the project are sufficient.



- Traffic Control Plans
- Water Quality Analysis and/or Testing
- Potholing
- Permitting other than City of Carlsbad drainage design review
- Funding Procurement Assistance and/or Investigation
- SWPPP (all SWPPP requirements will be met by the Contractor)
- Drainage/Stormwater Study (likely not necessary based on City of Carlsbad correspondence)
- Landscaping and Irrigation Plans, Notes, and Detail
 - It is assumed that all landscaping and irrigation modifications will be covered in general notes and an allowance for the contractor, and that the HOA landscaping company will work with the District during construction to provide information and knowledge on existing irrigation lines, valves, and identify what would need to be fixed.
- Pre-Post Construction Renderings

SCHEDULE

Estimated Design Schedule ¹	
Description	Estimated Date
Notice to Proceed (signed Agreement)	Feb 13 th , 2023
PDR Validation with HOA	March 6 th , 2023
60% PS&E	March 31 st , 2023
90% PS&E	April 28 th , 2023
100% PS&E	May 19 th , 2023
Bid Docs PS&E	June 9 th , 2023

¹ Dates provided herein are preliminary, assume a 10-day District review period, and can be expedited or extended as needed to meet Client needs.

PAYMENT

Payment will be on a Time and Expense, Not-to-Exceed basis and invoiced in accordance with the Hourly Wage Rates in the following table, per the most current As Needed Engineering Services Agreement.

Classification	Title	Hourly Rate
AA1	Administrative Assistant	\$81.00
AA2	Senior Administrative Assistant	\$114.00
E0	Engineering Assistant	\$114.00
E1	Staff Engineer	\$143.00
E2	Associate Engineer	\$175.00
E3	Project / Structural Engineer	\$197.00
E4	Senior Project Engineer / Manager	\$228.00
E5	Principal Engineer	\$264.00
I1	Field Inspector	\$153.00
I2	Senior Inspector	\$172.00
I3	Supervising Inspector	\$191.00
T1	CADD Tech 1 / Drafter/Jr. Technician	\$97.00
T2	CADD Tech 2 / Designer/Sr. Technician	\$130.00
T3	CADD Tech 3 / Senior Designer	\$158.00

Notes:

1. A markup of 10% will be applied to all project related Direct Costs and Expenses.
2. An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
3. Rate effective through December 31, 2023. A 3% increase will be added for any services performed in each year thereafter.

Total Budget for each subtask will be as follows and is detailed in Attachment 2.

Subtask	Title	Budget
3	Final Design	\$89,804
Project Total Budget		\$89,804

ATTACHMENTS

Attached to this Scope for reference are the following:

1	Preliminary Design Report (December 2022)
2	Fee Basis Spreadsheet

Water Works Engineers Fee Estimate

Client Leucadia Wastewater District
 Project Rancho Verdes Pump Station Rehabilitation



Prepared by Tim Lewis, Project Manager
 Date 1/23/2023

Hours and Fee

		Subtask 3									
		2023		2023		2023		2023			
		Project Management		PDR Approach Validation with HOA		60% Design		90% Design			
		hrs	fee	hrs	fee	hrs	fee	hrs	fee		
Water Works Engineers	2023										
Classification	Title	Hourly Rate									
AA1	Administrative		\$81								
AA2	Senior Administrative	2	\$114		\$228						
E0	Jr Engineer / Jr Field Engineer		\$114								
E1	Staff Engineer		\$143			8	\$1,144	50	\$7,150	55	\$7,865
E2	Associate Engineer		\$175			8	\$1,400	30	\$5,250	40	\$7,000
E3	Project Engineer	6	\$197		\$1,182	4	\$788	40	\$7,880	40	\$7,880
E4	Senior Project Engineer / Manager		\$228			2	\$456	10	\$2,280	10	\$2,280
E5	Principal Engineer	2	\$264		\$528	1	\$264	2	\$528	2	\$528
I1	Field Inspector		\$153								
I2	Senior Inspector		\$172								
I3	Supervising Inspector		\$191								
T1	CADD Tech 1		\$97			12	\$1,164	60	\$5,820	60	\$5,820
T2	CADD Tech 2		\$130			5	\$650	10	\$1,300	10	\$1,300
T3	CADD Tech 3		\$158								
Expenses											
	WWE Expenses								\$150		\$150
Subconsultants											
	Surveyor	Lump Sum									
Subconsultant/Expense Markup		10%	\$0		\$0			\$15		\$15	
Subtask Totals		10	\$1,938	40	\$5,866	202	\$30,373	217	\$32,838		

Base Project Total	
Hours	Fee
566	\$89,804

New projects this month: 0
 Total active projects: 20

**LEUCADIA WASTEWATER DISTRICT
 Development Services
 Dec-2022**

District Location Code		Project Name	Project Description	Estimated EDUs	Status
1	0929	CASCADA VERDE	Development with Sewer Connection	35	Plans signed. Inspection pending.
2	0943	LEUCADIA STREETScape	Streetscape Plan Check	Public Improvement	Phase 1 approved and under inspection. Further phases in review.
3	1006	Jason Street Storm Drain	Utility Conflict	Public Improvement	Waiting on mylars. Project on hold pending funding.
4	1015	Orpheus Avenue Drainage Improvements	Utility Conflict	Public Improvement	In Review. Provided PC1 and now waiting on City of Encinitas.
5	1032	Weston Annexation - La Costa Avenue	Annexation/Subdivision with Sewer Connection	48	In Review. Waiting on plan submittal.
6	1033	1528 N. Coast Highway	Development with Sewer Connection	14	Plans approved. Inspection ongoing.
7	1058	El Camino Real Building	Development with Sewer Connection	8.2	Plans approved. Construction start (lateral inspection) in progress.
8	1079	City of Encinitas - Leucadia Blvd & Hygela Roundabout	Public Street Improvement	Public Improvement	Plans signed. Inspection pending.
9	1111	Marea Village 1900 & 1950 N Coast Hwy 101	Development with Sewer Connection.	148.9	Preliminary sewer study approved. Waiting on plan submittal.
10	1114	1143 Eolus Avenue Public Sewer Improvement Plan	Public Sewer Improvement	1	In-review.
11	1115	555 & 571 North Vulcan	Public Sewer Improvement	12	Plans signed. Construction/inspection pending.
12	1135	Woodside Development - La Costa Avenue	Development with Sewer Connection	95	Preliminary sewer study approved. Plans in-review..
13	1139	1967 Vulcan Avenue	Development with Sewer Connection	73	Sewer Study and Plans approved. Lateral Inspection pending.
14	1151	Omni La Costa Resort-Spa	Tennant Improvement	Private Improvement Affecting LWD Sewer	Plans signed. Inspection pending.
15	1152	Piraeus Point	Development with Sewer Connection	149	Waiting on sewer study submittal.
16	1158	For Glving LLC Annexation - 936 Hymettus Ave	Annexation with Public Sewer Extension	3	Annexation under review.
17	1161	Stits Annexation - 1177 Eolus Avenue	Annexation with Public Sewer Extension	2	Annexation under review.
18	1165	400 Gibraltar Street - APN 216-300-05	Development with Sewer Connection	9	In-review.
19	1166	Chin's Gourmet - 214 N. El Camino Real STE A&B	Tennant Improvement	10	Waiting on BMP agreement.
20	1167	Board & Brew - 119-A El Camino Real	Tennant Improvement	5	Waiting on BMP agreement.

DEVELOPMENT PROJECTS

1. **Cascada Verde**
2. Leucadia Streetscape
3. Jason Street Storm Drain
4. Orpheus Avenue Drainage Improv.
5. **Weston Annexation – La Costa Ave.**
6. 1528 N. Coast Highway 101
7. 777 N. El Camino Real Building
8. City of Encinitas – Leucadia Blvd/ Hygeia Ave. Roundabout
9. **Marea Village – 1900 & 1950 N. Coast Highway 101**
10. Aldern Annexation – 1143 Eolus Ave.
11. 555 & 571 N. Vulcan Avenue
12. **Woodside Development – La Costa Ave.**
13. **1967 N. Vulcan Avenue**
14. Omni La Costa Resort-Spa
15. **Piraeus Point – Piraeus/Plato**
16. For Giving LLC Annex. – 936 Hymettus Ave.
17. Stits Annexation – 1177 Eolus Avenue
18. 400 Gibraltar Street – APN: 216-300-05
19. Chin's Gourmet – 214 N. El Camino Real
20. Board & Brew – 119-A El Camino Real

