NOTICE AND AGENDA OF ENGINEERING COMMITTEE MEETING

TUESDAY, MARCH 3, 2020 • 4:30 P.M.

Committee Members
Tony Lopez, Director
Manny Martinez, Director/Board Auditor

1. CALL TO ORDER

2. PUBLIC COMMENT

3. AGENDA CHANGES/ADDITIONS

4. DISCUSSION AND/OR ACTION ITEMS

A. Committee Meeting Minutes
   Meeting Date: January 14, 2020
   Recommendation: Approve as presented

B. Reservoir Recoating Project
   Presenter: John Hughes, Water Systems Superintendent
   Recommendation: That the Board of Directors: 1) Amend the authorized budget for Capital Outlay Project EN2020-01, Reservoir Repair & Recoating from $400,000 to $625,000, and increase of $225,000; 2) approve the transfer of $225,000 from reserves into Capital Outlay Project EN2020-01; 3) waive the bid irregularity in that Superior Tank Solutions, Inc. did not submit along with their bid their corporate resolution stating the bid signatories are authorized to submit bids on behalf of the corporation; and 4) authorize the General Manager and Board President to enter into an agreement with Superior Truck Solutions, Inc. for a not-to-exceed amount of $566,275 to perform the Reservoir 18-3 Recoating Project

C. Full-Size Truck Replacement
   Presenter: Hilton Saenz
   Recommendation: That the Board of Directors: 1) Authorize the purchase of one 2020 Dodge Ram 2500 Tradesman Crew-Cab from Glendora Dodge for a not-to-exceed amount of $30,939.71; and 2) authorize the disposal of the existing 2004 F-250 truck through the District’s standard vehicle surplus auction procedure.

D. Capital Projects Update (verbal)
   Recommendation: Receive and file.
Notice and agenda of Engineering Committee Meeting
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E. Adjournment

DECLARATION OF POSTING

In accordance with the requirements of California Government Code §54954.2, this agenda has been posted in the display case at the gated entrance to our main office at 10575 Central Avenue, Montclair, California not less than 72 hours prior to the meeting date and time above.

Written materials relating to open session agenda items, including those distributed to the majority of the Board of Directors after distribution of this agenda package, are available for public inspection during normal business hours at the District’s main office, located at 10575 Central Avenue, Montclair, California.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting may request such modification or accommodation from the District Secretary at (909) 267-2160, or by email at ggarcia@mvwd.org. Notification 48 hours prior to the meeting will enable District staff to make reasonable arrangements to assure accessibility to the meeting.
MINUTES OF THE ENGINEERING COMMITTEE
OF THE MONTE VISTA WATER DISTRICT

January 14, 2020

1. CALL TO ORDER
   The meeting was called to order at 4:30 p.m.

2. COMMITTEE MEMBERS PRESENT:
   Tony Lopez, Director
   Manny Martinez, Director

   COMMITTEE MEMBERS ABSENT:
   None

   STAFF PRESENT:
   Justin Scott-Coe, General Manager
   Van Jew, Director of Engineering, Operations, and Maintenance
   John Hughes, Water Systems Superintendent
   Stephanie Reimer, Finance & Information Technology Manager

   OTHERS IN ATTENDANCE:
   None

   PUBLIC COMMENT/OPEN FORUM
   None

   AGENDA CHANGES/ADDITIONS
   None

3. DISCUSSION ITEMS:

   A. APPROVAL OF MINUTES
      Action Taken: The committee approved the minutes of the December 4, 2019 meeting, as submitted.

   B. SCADA Equipment Replacement Project
      Action Taken: The committee reviewed this item and recommended it be forwarded to the Board for approval.

   C. Capital Projects Update (verbal)
      Action Taken: Informational update

      With no further business to come before the Engineering Committee, Director Lopez adjourned the meeting at 5:02 p.m.

Respectfully submitted,

Justin M. Scott-Coe
General Manager/Secretary
March 3, 2020

Honorable Engineering Committee
Monte Vista Water District

SUBJECT: Reservoir 18-3 Recoating Project

STAFF RECOMMENDATION:

It is recommended that the Engineering Committee recommend that the Board of Directors:

1. Amend the authorized budget for Capital Outlay Project EN2020-01, Reservoir Repair & Recoating, from $400,000 to $625,000, an increase of $225,000;
2. Approve the transfer of $225,000 from reserves into Capital Outlay Project EN2020-01;
3. Waive the bid irregularity in that Superior Tank Solutions, Inc. did not submit along with their bid their corporate resolution stating the bid signatories are authorized to submit bids on behalf of the corporation; and
4. Authorize the General Manager and Board President to enter into an agreement with Superior Tank Solutions, Inc. for a not-to-exceed amount of $566,275 to perform the Reservoir 18-3 Recoating Project.

PRIOR BOARD ACTION:

None.

FINANCIAL IMPACT:

Amending the Fiscal Year Ending 2020 Budget to establish funding for this project will increase the Capital Outlay Budget by $225,000, from $21,381,334 to $21,606,334, and reduce reserves by the same amount from $25,200,263 to $24,975,263.

CONSISTENCY WITH STRATEGIC PLAN GOALS/INITIATIVES:

Strategic Goal 3: Maintain and upgrade the District water distribution system and facilities.
BACKGROUND

Reservoir 18-3 is a 3.5 million gallon steel welded tank that was constructed in 1988. Reservoir 18-3 is located at Plant 18 on 11th Street just west of Central Avenue in the City of Upland (location map attached). There are three reservoirs on this site that provide storage and water for fire protection and distribution for Monte Vista Water District’s (District) Pressure Zone 1.

The existing tank coating system for Reservoir 18-3 has exceeded its useful life. It is standard industry practice to recoat a tank to extend the life of the asset.

DISCUSSION

In March 2019, staff inspected Reservoir 18-3 and identified that both the interior and exterior coatings are beginning to fail. The existing coating is in disrepair as the paint is peeling and chipping away. If left as is, corrosion will set in and jeopardize the integrity of the steel and decrease the useful life of the asset. The internal access ladder safety climb rail is in poor condition and will need to be replaced with a fiberglass reinforced plastic ladder that is suitable for submersion. The tank will also need to be retrofitted in order to achieve Occupational Safety and Health Administration (OSHA) compliance, including the installation of radial handrails that extend inward to the center of the tank at least six feet and a self-closing gate at the top of the existing exterior access ladder and handrail junction. The new coating system and safety upgrades will protect staff and extend the life of the District’s asset.

Staff established a scope of work and solicited sealed bids from six contractors to perform the repairs. In response, the following two bids were received:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superior Tank Solutions, Inc.</td>
<td>$566,275</td>
</tr>
<tr>
<td>Spiess Construction Co., Inc.</td>
<td>$755,190</td>
</tr>
</tbody>
</table>

Staff has worked with the low bidder, Superior Tank Solutions, Inc. (Superior), in the past and has had very positive and successful experiences working with them.

Pictures of the condition of Reservoir 18-3 are attached.

Bid Irregularity

Superior did not submit along with their bid their corporate resolution stating the bid signatories are authorized to submit bids on behalf of the corporation. Superior has since provided this document and it is in good order. Therefore, staff recommends that this bid irregularity be waived.
Budget Amendment

The authorized budget for Project EN2020-01 is $400,000. However, the estimate was obtained a year ago and it did not include prevalent wages. Given the bid results, staff additionally recommends the authorized budget be amended by $225,000 to a new project total of $625,000. The anticipated usage of the funds is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Costs / Bid Amount</td>
<td>$566,275</td>
</tr>
<tr>
<td>Construction Contingency (~10%)</td>
<td>$58,725</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$625,000</strong></td>
</tr>
</tbody>
</table>

Respectfully submitted,

John Hughes
Water Systems Superintendent

Justin M. Scott-Coe
General Manager

Van M. Jew
Director of Engineering, Operations, & Maintenance
March 3, 2020

Honorable Engineering Committee
Monte Vista Water District

SUBJECT: Full-Size Truck Replacement

STAFF RECOMMENDATION:

It is recommended that the Engineering Committee recommend that the Board of Directors:

1. Authorize the purchase of one 2020 Dodge Ram 2500 Tradesman Crew-Cab from Glendora Dodge for a not-to-exceed amount of $30,939.71; and
2. Authorize the disposal of the existing 2004 F-250 truck through the District’s standard vehicle surplus auction procedure.

PRIOR BOARD ACTION:

None

FINANCIAL IMPACT:

The Fiscal Year Ending 2020 Budget Provides project funding in the amount of $45,000 for this activity under Capital Outlay Project Number MA2020-X4. There have been no expenditures to date.

CONSISTENCY WITH STRATEGIC PLAN GOALS/INITIATIVES:

Strategic Goal 1: Continually strive to provide high quality customer service.

Strategic Initiative 3.1: Implement distribution system and facility upgrades identified in the Monte Vista Water District Domestic Water Master Plan 2008.
BACKGROUND

Monte Vista Water District (District) currently owns a 16-year-old 2004 F-250 service truck which is used for chemical transportation, sample collection, daily facility rounds, and pipeline flushing activities. Staff recommends replacing District vehicles every 15 years or 160,000 miles.

DISCUSSION

The Fiscal Year Ending 2020 Budget includes a capital outlay project to purchase a ¾-ton vehicle with an aftermarket utility truck body with side bins to serve water system operational activities and after-hours standby. Typically, water agencies require utility service trucks to have a utility body in order to sustain rigorous operational usage and allow for additional storage of tools and equipment. Staff proposes to use this new vehicle solely for conducting water quality inquiries, overseeing District special projects, and providing transportation for lead operational activities (described above). Given the utilization of this vehicle, staff recommends the full-size truck to be ordered with a standard body instead of a utility body. This amendment in truck selection equates to about $14,000 savings.

The Notice Inviting Bids along with specifications was e-mailed to five (5) Dodge dealerships.

- Moss Dodge
- Elway Dodge
- Glendora Dodge
- Browning Dodge
- J Star Dodge

Staff received the following bid:

<table>
<thead>
<tr>
<th>Dealer</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glendora Dodge</td>
<td>$28,498.75</td>
</tr>
</tbody>
</table>

Staff recommends awarding the purchase of one 2020 Dodge Ram 2500 in the amount of $28,498.75 from Glendora Dodge.

Staff recommends the disposition of existing 2004 F-250 truck through the vehicle surplus auction procedure.
Respectfully submitted,

Hilton Saenz
Maintenance Superintendent

Justin M. Scott-Coe
General Manager

Van M. Jew
Director of Engineering, Operations & Maintenance

Full-Size Truck Replacement
Capital Projects Update (verbal)