



*Dedicated to  
Satisfying our Community's  
Water Needs*

**AGENDA  
MESA WATER DISTRICT  
BOARD OF DIRECTORS  
Tuesday, March 19, 2019  
1965 Placentia Avenue, Costa Mesa, CA 92627  
3:30 p.m. Special Board Meeting**

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**ENGINEERING AND OPERATIONS COMMITTEE MEETING  
Tuesday, March 19, 2019 at 3:30 p.m.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

**Items Not on the Agenda:** Members of the public are invited to address the Board on items which are not on the agenda. Each speaker is limited to three minutes. The Board will set aside 30 minutes for public comments.

**Items on the Agenda:** Members of the public may comment on agenda items before action is taken, or after the Board has discussed the item. Each speaker is limited to three minutes. The Board will set aside 60 minutes for public comments.

**CONSENT CALENDAR ITEMS:**

*Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.*

1. Developer Project Status Report
2. Mesa Water and Other Agency Projects Status Report
3. Water Quality Call Report
4. Committee Policy & Resolution Review
5. Water Operations Status Report

**ACTION ITEMS:**

*Items recommended for approval at this meeting may be agendized for approval at a future Board meeting.*

6. OC-44 Pipeline Rehabilitation Project
7. Plan Check Consulting Services

**PRESENTATION AND DISCUSSION ITEMS:**

None

**REPORTS:**

8. Report of the General Manager



9. Directors' Reports and Comments

**INFORMATION ITEMS:**

None

*In compliance with California law and the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 631-1206. Notification 48 hours prior to the meeting will enable Mesa Water District (Mesa Water) to make reasonable arrangements to accommodate your requests.*

*Members of the public desiring to make verbal comments utilizing a translator to present their comments into English shall be provided reasonable time accommodations that are consistent with California law.*

*Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water's website at [www.MesaWater.org](http://www.MesaWater.org). If materials are distributed to the Board less than 72 hours prior or during the meeting, the materials will be available at the time of the meeting.*

**ADJOURNMENT**

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
FILE NO.	PROJECT ADDRESS	PROJECT DESCRIPTION	PROJECT NOTES/STATUS
MC 2149	1620-1644 Whittier Avenue and 970 16th Street	89 Single Family Homes	Plans received and plan check fees paid 2/2/14. Permit issued on 7/23/15. Pre-con meeting held on 7/27/15. Pipeline installation on 10/21/15. Pressure test and chlorination on 11/5/15. Bac-T testing completed on 11/24/15 and 11/25/15. Waterline tied-in angle-stops locked on 12/14/15. 4-1" meters installed on model homes on 2/25/16. 1-1.5" irrigation meter and 1-1" domestic meter installed and locked on 4/5/16. Inspected rock base on 7/11/16. Installed 7-1" meters on 7/13/16. Flow-thru tested on 8/25/16 and 9/8/16. Rock base and meters installed on 11/3/16. Flow-thru check on 12/1/16. Flow-thru check on 4/5/17. Meters installed on 8/21/17. Meter box placement on 10/5/17. Meters installed on 4/25/18. Meters installed 6/28/18 and again on 8/13/18. (3/11/19)
MC 2204	1672 Placentia	31 Single Family Homes	Plans received and plan check fees paid on 8/26/15. Second plan check submitted on 2/11/16 and returned on 2/26/16. Mylars submitted, fees paid, and permit issued on 5/5/16. Tee cut-ins on 6/22/16. Pressure Test and Bac-T test on 7/7/16. Water main turned on 7/21/16. Services installed and locked off on 9/6/16. Meter installation on 10/28/16. Backflows tested on 11/16/16. Backflow tested on 12/9/16. Rock base on 2/1/17. Service placement on 2/16/17. Meters installed on 3/28/17. Backflows tested on 3/30/17. Meters installed and locked off on 2/20/18. Awaiting call for backflow testing to complete project. (3/11/19)
MC 2233	1560 Placentia	81 Single Family Homes	Plans received and plan check fees paid on 1/20/16. Request for additional information requested on 1/28/16. Requested information submitted on 2/24/16. Plan check picked up on 4/18/16. Second plan check submitted on 5/18/16. Mylar drawings and fee payment received on 7/5/16. Permit issued on 7/11/16. Mainline installed on 8/24/16. Hydrant laterals installed on 8/25/16. Services installed on 9/1/16. Mainline installed on 9/20/16. Pressure and Bac-T test on 9/28/16. Laterals installed on 9/29/16 and 10/5/16. Mainline charged on 10/17/16. Angle stop adjusted on 12/6/16. Meter and meter box placement on 1/5/17. Services adjusted to grade on 3/2/17. Meter installation on 5/3/17. Site coordination meeting on 7/26/17. Service placement on 9/6/17. Meter box placement on 2/9/18. Meters installed and locked off on 5/21/18, 6/28/18, 7/13/18, 8/8/18, and again on 10/10/18. Concrete pads placed on 10/24/18 and 10/25/18. Meters installed on 12/4/18, 1/7/19 and again on 1/29/19. (3/11/19)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
FILE NO.	PROJECT ADDRESS	PROJECT DESCRIPTION	PROJECT NOTES/STATUS
MC 2235	671 W 17th Street	177 Condos	Plans received and plan check fees paid on 1/21/16. Hydraulic model initiated 2/24/16. Second plan check submitted on 3/24/16 and picked up 4/17/16. Mylar drawings and fee payment received on 7/5/16. Permit issued on 7/11/16. Demolition of existing services on 8/16/16. Mainline installation on 12/6/16. Service laterals installed on 1/9/17. Pressure test on 2/6/17. Bac-t test on 2/15/17. Bedding and service line placement on 4/3/17. Meter box placement on 5/8/17. Follow-up site visit on 5/17/17. Service abandonment on 8/30/17. Valve cans raised on 9/22/17. Meter box placement on 10/19/17. Gravel base on 12/5/17. Meter box placement on 2/14/18. Meters installed and locked off on 6/1/18, 7/17/18, on 8/1/18, and again on 9/7/18. Backflow tested on 9/11/18. Meters installed and locked off on 9/18/18, 9/25/18, and again on 10/5/18. Backflow tested on 10/9/18. Meters installed and locked off on 11/27/18, 12/5/18, 12/18/18, 1/10/19 and again on 2/8/19. (3/11/19)
C003-16-01	788 Center Street	2 Single Family Homes	Plans received and plan check fees paid on 6/28/16. Plans returned on 7/14/16. Fees paid and permit issued on 1/6/17. Pre-con held on 1/16/18. Service installed on 3/8/18. Meters installed and locked on 3/13/18. Awaiting call for backflow testing to complete project. (3/11/19)
C0012-17-02	929 Baker Street	55 Detached Condos	Plans received and plan check fees paid on 9/27/16. Plans picked up on 10/18/16. Plans submitted on 2/22/17. Plans returned on 3/6/17. Fees paid and permit issued on 3/21/17. Precon held on 6/1/17. Services installed on 8/31/17. Mainline turned on 9/14/17. Meters installed and locked on 2/26/18. Awaiting call for backflow testing to complete project. Meters installed and locked on 8/6/18. Backflow tested on 8/24/18. Site check done on 9/25/18, homes are still under construction. Meters installed and locked off on 11/2/18. Meters installed again on 1/10/19. (3/11/19)
C0014-18-01	1585 MacArthur	Commercial Building	Plans received and plan check fees paid on 3/27/18. Comments returned on 4/5/18. Awaiting resubmittal. Plans approved, final fees paid and permit issued on 8/7/18. Construction inspections are currently in progress with mainlines being excavated on 8/29/18, 9/5/18, 9/6/18. Backflow for fireline installed on 9/12/18. Service abandonments completed on 10/16/18. Services installed on 2/26/19. Meters installed and locked off on 2/28/19. (3/11/19)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
FILE NO.	PROJECT ADDRESS	PROJECT DESCRIPTION	PROJECT NOTES/STATUS
C0027-17-01	231 Flower Street	Meter Upgrade	Plans received and plan check fees paid on 3/23/17. Fees paid and permit issued on 4/21/17. Site visit on 10/30/17, and again on 5/30/18; no progress to report. Site visit on 8/20/18 and 9/25/18 with no activity. (3/11/19)
C0029-17-01	127 23rd Street	4 Single Family Homes	Plans received and plan check fees paid on 5/12/17. Fees paid and permit issued on 8/3/17. Awaiting call for initial inspections. Service installed on 2/8/18. Meters installed and locked on 2/15/18. Awaiting call for backflow testing to complete project. Spoke to property owner on 10/10/18, construction will be done by the end of 2018 to test flowthru system. (3/11/19)
C0035-18-01	146 18th Street	2 Single Family Homes	Plans received and plan check fees paid on 8/8/17. Fees paid and permit issued on 9/21/17. Meters installed and locked on 10/20/17. Site visit on 1/9/18; Awaiting call for backflow testing to complete project. (3/11/19)
C0037-18-01	2850 Mesa Verde Drive East	11 Single Family Homes	Plans received and plan check fees paid on 8/17/17. Fees paid and permit issued on 10/18/17. Manifold installation on 12/6/17. Meters installed on 12/29/17. Irrigation meter installed on 3/28/18. Backflow test on 4/18/18. Meters placed and locked on 5/31/18. Site visit done to verify progress on 8/20/18. Meters installed on 9/21/18. (3/11/19)
C0039-18-01	172/174 Costa Mesa Street	2 Single Family Homes	Plans received and plan check fees paid on 8/22/17. Fees paid and permit issued on 8/29/17. Precon meeting held on 2/6/19. Services installed on 2/8/19. Meter installed and locked off on 2/19/19. (3/11/19)
C0041-18-01	160 & 162 E 18th Street	2 Single Family Homes	Plans received and plan check fees paid on 9/27/17. Fees paid and permit issued on 11/2/17. Meters installed and locked on 3/26/18. Meters installed and locked on 6/28/18. Backflow tested on 10/29/18. (3/11/19)
C0042-18-01	335 & 337 16th Place	2 Single Family Homes	Plans received and plan check fees paid on 10/26/17. Final fees paid on 8/8/18. Site visit on 8/20/18; contractor still grading the area. (3/11/19)
C0044-18-01	276 E 19th Street	Meter Upgrade	Plans received and plan check fees paid on 1/21/18. Final mylar signed on 2/28/19. Precon held on 3/4/19. Meter installed and locked off on 3/6/19. (3/11/19)
C0047-18-01	3505 Cadillac Avenue	Commercial Building	Plans received and plan check fees paid on 1/22/18. Fees paid and permit issued on 4/10/18. Services placed on 5/2/18. Thrustblocks placed on 6/6/18. Pressure test performed on 7/9/18. Construction still in progress. (3/11/19)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
FILE NO.	PROJECT ADDRESS	PROJECT DESCRIPTION	PROJECT NOTES/STATUS
C0048-18-01	235 Baker	Commercial Building	Plans received and plan check fees paid on 2/15/18. Fees paid and permit issued on 4/13/18. Site visit on 8/20/18 to verify work status; no construction. (3/11/19)
C0049-18-01	428 E 17th Street	Restaurant	Plans received and plan check fees paid on 1/26/18. Fees paid and permit issued on 5/4/18. Pressure test on 5/25/18. Shutdown for tee cut-in on 6/5/18. One fire service is active, the other is stubbed to property. Awaiting call for fireline pressure test and samples. Water service manifold stubbed to property. Pressure test and Bac-T tests done on 9/7/18, 9/11/18 and again on 9/13/18. Pressure test performed on 10/22/18. (3/11/19)
C0051-18-01	1650 Monrovia	Senior Living Complex	Plans received and plan check fees paid on 2/15/18. Comments returned on 3/12/18. Revised submittal received on 4/24/18. Project to undergo hydraulic model analysis. Second plan check complete. Easements recorded on 8/14/18. Final fees paid on 8/23/18. Precon meeting held on 9/26/18. Fireline excavation and thrustblock placement on 11/27/18. Meters installed on 1/10/19. Health samples performed on 1/30/19 and 1/31/19. (3/11/19)
C0052-18-01	302 Cabrillo	2 Single Family Homes	Plans received and plan check fees paid on 2/26/18. Fees paid and permit issued on 5/7/18. Awaiting initial calls for inspections. Verified with new property owner on 3/11/19 that construction will begin soon. (3/11/19)
C0053-18-01	1908 Tustin	Single Family Home	Plans received and plan check fees paid on 3/8/18. Fees paid and permit issued on 3/13/18. Awaiting initial calls for inspections. (3/11/19)
C0054-18-01	3505 Cadillac Avenue, Unit O-101	Commercial Building	Plans received and plan check fees paid on 5/7/18. Fees paid and permit issued on 5/22/18. Tapping sleeve, and hot tapping done on 5/2/18. Thrustblock placement inspections on 5/2/18, 6/6/18, and 7/9/18. Pressure test done on 7/9/18. Fireline turned on 9/12/18. (3/11/19)
C0056-18-01	2033 Republic Avenue	Single Family Home Service & Meter Upgrade	Plans received and plan check fees paid on 6/19/18. Comments returned for second plan check review on 7/26/18. Awaiting owners next submittal. (3/11/19)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
FILE NO.	PROJECT ADDRESS	PROJECT DESCRIPTION	PROJECT NOTES/STATUS
C0058-18-01	585 & 595 Anton Boulevard	Apartment Complex	Plans received and plan check fees paid on 6/8/18. Currently in plan check. Meeting scheduled with owner on 9/12/18 to go over questions they have. Plans approved to perform demolition for grading only at this time; construction plans are being reviewed. Operations is currently working on practice shutdowns for service connection tie-in. Precon with contractor held on 1/22/19. (3/11/19)
C0060-19-01	3505 Cadillac Avenue, Unit F-9	Commercial Building New Fire Line	Plans received and plan check fees paid on 7/23/18. Permit issued for major service line and fire systems infrastructure. Final permit will be reviewed when tenant improvements are submitted. Fireline excavation and thrustblock placement on 12/10/18 and 12/14/18. New T.I. was submitted on 3/8/19 to continue plan check and approve final permit. (3/11/19)
C0061-19-01	3033 Bristol Street, Space 2071	Restaurant Expansion	Plans received and plan check fees paid on 8/16/18. Awaiting final payment of fees. (3/11/19)
C0062-19-01	1591 & 1593 Riverside	Two Single Family Homes	Plans received and plan check fees paid on 12/14/18. Final fees paid on 2/6/19. Permit issued on 2/13/19. Precon held on 2/28/19. Services installed on 3/4/19. (3/11/19)
C0063-19-01	1375 Sunflower	Commercial Building	Plans received and plan check fees paid on 12/14/18. Customer picked up redlines on 12/31/18. Second plan check submitted on 1/11/19, and redlines picked up on 1/29/19. Third plan check submitted on 1/31/19. Awaiting payment of final plan check fees. (3/11/19)
C0064-19-01	1975, 1977, 1981, 1985 Placentia Avenue	Commercial Building	Plans received and plan check fees paid on 11/6/18. Currently in plan check. Final plan check fees paid on 1/15/19. Permit issued on 1/17/19. Precon held on 2/14/19. Hot-Tap performed on 2/20/19. Meters placed 3/4/19. Backflow tested on 3/5/19. (3/11/19)
C0065-19-01	245 Knox Rd	Single Family Home	Plans received and plan check fees paid on 11/7/18. Final fees paid on 2/5/19. Precon meeting held on 2/8/19. Meter installed and locked off on 2/21/19. (3/11/19)
C0065-19-02	1545 Westminster	Single Family Home	Plans received and plan check fees paid on 11/7/18. Final fees paid on 2/5/19. Precon meeting held on 2/8/19. Services installed on 2/12/19. Meter installed and locked off on 2/21/19. (3/11/19)
C0066-19-01	2062 Pomona	Single Family Home	Plans received and plan check fees paid on 11/29/18. Final fees paid on 1/22/19. Precon held on 2/5/19. Services installed on 2/11/19. (3/11/19)

## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
FILE NO.	PROJECT ADDRESS	PROJECT DESCRIPTION	PROJECT NOTES/STATUS
C0067-19-01	3505 Cadillac Avenue, Suite A	Commercial Building New Fire Line	Plans received and plan check fees paid on 12/14/18. Plans picked up on 12/20/18. Second plan check submitted 1/9/19, and picked up again on 1/15/19. Third plan check submitted on 1/25/19. Final permit fees paid on 2/7/19. Permit issued on 2/13/19. Precon held on 2/22/19. Services installed on 2/28/19, and Chloriated. Hot-Tap done on 3/1/19. Bac-T tests performed on 3/5 and 3/6/19. Concrete pad done on 3/8/19. (3/11/19)
C0069-19-01	767 W 17th Street	Meter Upgrade	Plans received and plan check fees paid on 1/7/19. Currently in second plan check. (3/11/19)
C0070-19-01	3333 Bristol Street Space 3001	Commercial Building	Plans received and plan check fees paid on 1/3/19. Customer picked up redlines on 1/7/19. Second plan check submitted on 1/15/19, and redlines picked up on 1/31/19. Third plan check submitted on 2/12/19, and redlines picked up on 2/14/19. Final fees paid on 2/28/19. Permit issued on 3/11/19. (3/11/19)
C0071-19-01	2277 Harbor Boulevard	Commercial Building	Plans received and plan check fees paid on 1/7/19. Customer picked up redlines on 1/25/19. Second plan check submitted on 1/28/19, and redlines picked up on 1/31/19. (3/11/19)
C0072-19-01	168 & 170 Cabrillo	Two Single Family Homes	Plans received and plan check fees paid on 1/14/19. Currently in first plan check. (3/11/19)
C0073-19-01	55 Fair Drive	Vanguard University Student Center	Plans received and plan check fees paid on 1/14/19. Customer picked up redlines on 2/12/19. Second plan check submitted on 3/11/19. (3/11/19)
C0074-19-01	2538 Oxford Lane	Single Family Home	Plans received and plan check fees paid on 11/14/18. Customer picked up redlines on 1/31/19. Second plan check submitted on 2/1/19, and redlines picked up on 2/5/19. (3/11/19)
C0075-19-01	2942 Century Place	Commercial Building	Plans received and plan check fees paid on 1/23/19. Customer picked up redlines on 1/29/19, and redlines picked up on 2/8/19. (3/11/19)
C0076-19-01	2948 Randolph	Commercial Building	Plans received and plan check fees paid on 1/23/19. Customer picked up redlines on 2/1/19. Second plan check/mylars submitted on 2/11/19. Final fees paid on 2/14/19. Permit issued on 2/14/19. (3/11/19)
C0077-19-01	1922 Pomona	Commercial Building	Plans received and plan check fees paid on 1/28/19. Customer picked up redlines on 2/1/19. Second plan check submitted on 2/5/19, and redlines picked up again on 2/12/19. Final fees paid on 2/27/19. Permit issued on 3/11/19. (3/11/19)



## DEVELOPER PROJECT STATUS REPORT

PROJECT STATUS - DEVELOPER PROJECTS			
FILE NO.	PROJECT ADDRESS	PROJECT DESCRIPTION	PROJECT NOTES/STATUS
C0078-19-01	3505 Cadillac Avenue, F-5	Commercial Building New Fire Line	Plans received and plan check fees paid on 1/31/19. Customer picked up redlines on 2/5/19. Second plan check submitted on 3/8/19. (3/11/19)
C0079-19-01	1957 Newport Boulevard	Meter Upgrade	Plans received and plan check fees paid on 2/5/19. Customer picked up redlines on 2/27/19. (3/11/19)
C0080-19-01	246 Tulane Road	Meter Upgrade	Plans received and plan check fees paid on 2/6/19. Customer picked up redlines on 2/12/19. (3/11/19)
C0081-19-01	2060 Maple Avenue	Single Family Home	Plans received and plan check fees paid on 11/22/18. Owner put plans on hold and resubmitted on 2/5/19. Customer picked up redlines on 2/12/19. Second plan check was submitted on 2/21/19, and redlines picked up on 2/28/19. Third plan check submitted on 2/28/19, and redlines picked up on 3/5/19. (3/11/19)
C0058-19-01	585 & 595 Anton Boulevard (P2)	Apartment Complex	Plans received and plan check fees paid on 2/5/19. Customer picked up redlines on 2/8/19. (3/11/19)
C0082-19-01	3323 Hyland Avenue	Apartment Complex	Plans received and plan check fees paid on 2/11/19. Currently in first plan check 2/20/19. (3/11/19)
C0083-19-01	175 Costa Mesa	Meter Upgrade	Plans received and plan check fees paid on 2/20/19. Customer picked up redlines on 3/4/19. (3/11/19)
C0084-19-01	410 E 17th Street	Commercial Business	Plans received and plan check fees paid on 2/20/19. Customer picked up redlines on 3/4/19. (3/11/19)

**MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT**  
**March 2019**

**Project Title:** OC-44 Replacement and Rehabilitation Evaluation and Cathodic Protection Study

**File No.:** M 2034

**Description:** Evaluate potential repair and replacement options

**Status:** The Habitat Mitigation and Monitoring Plan (HMMP) has been updated by Michael Baker (former RBF) to reflect the USACE's process and submitted to Mesa Water for review on 1/8/16. Once the HMMP is revised and approved (1/19/16) it will be forwarded to all agencies, including the Coastal Commission. Draft 1602 Streambed Permit obtained on 12/18/15. Final 1602 Streambed Permit pending CDFW will be issued while HMMP is accepted. U.S. Army Corps of Engineers' 404 permit received on 2/10/16. Revised HMMP sent to CCC for review and approval. Project is pending CCC's approval at an upcoming hearing. On 2/29/16, a meeting with Fletcher Jones Motorcars, City of Newport Beach, MBI (former RBF), and City of Huntington Beach was held to discuss issues associated with proposed construction activities. Traffic Plan prepared and submitted to the City of Newport Beach for approval on 6/29/16. Per request of CCC a dewatering plan was prepared and submitted for approval. Mesa Water staff, MBI and CCC met on 10/6/16 and discussed mitigation conditions. Project approved at CCC Public Hearing on 12/7/16. MBI is working on finalizing the HMMP and construction plans and will submit them to CCC. Staff met with MBI on 5/1/17 and discussed comments after reviewing the draft final HMMP. New proposed mitigation criteria received from CCC on 7/5/17 reducing mitigation requirements from 1.6 acres to 0.66 acres. Coastal Development Permit for Construction is anticipated in December, 2017. The project re-start meeting was held on 9/7/17. On 10/30/17 met with City of Newport Beach and City of HB to discuss permit requirements and project access. Met w/Fletcher Jones, Skender Construction, City of HB, MBI to discuss access to the site and scheduling on November 21, 2017. Reviewing the 100% Design Plans & Specs (received on 11/28/17) along with the Pipeline Design Schedule, Construction Monitoring Treatment Plan (CMTP), and proposal for Natural Resources/Regulatory Services during construction activities. Bid solicitation is scheduled for late January 2018. Project sent out to bid on January 30, 2018. Pre-bid meeting held on 2/15/18. Construction bid solicitation was cancelled due to ongoing coordination issues for the final Coastal Development permit. Project was deferred to FY20. On 8/1/18, Orange County Public Works issued a one-year extension to the previously issued Encroachment Permit. The Caltrans Encroachment Permit extension application is under review as of 8/13/18. The CCC extended the permit a year without hearing. MBI moved forward with the amendment to reduce mitigation. The updated information was forwarded by MBI to CCC in the week of August 6, 2018 and November 2, 2018. Staff held a stakeholder coordination meeting on 1/3/2019. Request for Bids sent out to contractors on February 6, 2019. Six bids received on 3/6/19. Staff is analyzing the bids. (3/7/19)

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

March 2019

**Project Title:** Well Automation and Rehabilitation

**File No.:** MC 2101

**Description:** Rehabilitate all clear water wells and add remote control SCADA capabilities

**Status:** Construction activities began at Well 5 on October 3, 2016 with demolition and well rehabilitation beginning in the first week. Video of Well 5 showed scale on the louvers, and potential failure of an unused sounding tube and a small area of the louvers potentially requiring swage patches. Repair completed on November 29, 2016. Well 5 rehabilitation resumed on December 3, 2016. Well 5 chemical facility pad has been constructed and is awaiting a weather forecast of 8 days with no predicted rain to apply the chemical-resistant coatings to the concrete. Well 5 pumping development began on January 4, 2017, and produced fine sand at pumping rates above 1100 gpm. Repairs were made to Well 5, and test pumping performed in February showed acceptable well production over 2500 gpm with manageable sand. Construction is substantially complete at the Well 5 site. A start up planning meeting was held on March 29, 2017. Well 5 is running as needed and producing good quality water. Well 7 rehabilitation is complete, The Well 7 pump was installed the week of August 28, 2017, and Well 7 is operational and good quality water. Construction of the Well 3 chemical facilities was begun in July 2017. The concrete for the Well 3 chemical facilities is cured and coated, and the chemical tanks and canopy are currently being installed. Well 3 rehabilitation is complete and test pumping achieved over 1600 gpm. Construction at Well 9 began in October with relocation of the backup generator and chemical facilities construction. Coating of the Well 9 chemical facilities was completed in December, and the chemical tanks and canopy are installed. Witness testing for the new pumps for Wells 3 and 9 was completed January 2018, and pumps were installed the week of June 4. Construction at Well 3 and Well 9 is substantially complete. Flushing and chlorination of Well 3 and Well 9 were conducted during in July 2018. Well 3 initial startup was on July 17, 2018. Well 9 initial startup was on July 30, 2018. Well 3 and Well 9 have completed their seven-day tests. Work at Well 1 began on August 13, 2018. The video of Well 1 showed a biofilm. Well 1 has received brushing and airlifting of fill material, as well as acid and chlorine treatment in October 2018. Pumping redevelopment produced 2,300 gallons per minute. The Well 1 chemical facilities are constructed and the chemical tanks are set. The prefabricated electrical building was delivered and set on December 10, 2018, and the Well pump was installed on December 11, 2018. Startup of Well 1 occurred on February 21, 2019, and Well 1 completed its 7-day performance test with no interruption. The Construction and Start Up phase of the project is complete, and the project is being closed out. A project close-out briefing will be provided at the April E&O meeting. (3/7/19)

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

March 2019

**Project Title:** Pipeline Testing Program

**File No.:** MC 2141

**Description:** Implement Resolution No. 1442 Replacement of Assets to annually perform non-destructive testing of 1% of the distribution system, and destructive testing of segments that are shown to have less than 70% of original wall thickness by non-destructive testing.

**Status:** Extraction of six sections of ACP and two sections of CIP are in process for 2017 destructive testing. ACP samples were sent to WSP Canada for destructive testing. Results were received on August 1, 2017. CIP samples will be sent to McWane Ductile's lab in Ohio for destructive testing. Results were received on June 30, 2017. A Request for Qualifications for consulting services for the Pipeline Integrity Testing Program was released in May 2017. Four Statements of Qualifications were received and a recommendation for contract award to HDR was approved by the E&O Committee on July 20, 2017. ACP test results were received on July 31, 2017. Results have been analyzed, and were presented at the November Committee meeting. Average ACP total useful life is expected to be approximately 142 years. A process for determining when a pipeline has reached the end of its useful life and how much of the pipeline to replace was implemented. One 8" ACP line in Harbor Boulevard from Wilson to 19<sup>th</sup> Street was recommended for replacement. Kickoff meeting for a close interval survey of the 12" Cast Iron Pipe in 19<sup>th</sup> Street was held on December 28, 2017, and the Consultant has completed the field work. The report is expected in April 2018. Operations staff has collected four ACP pipe samples during valve replacement projects, and one during an AC mainline repair. The samples have been sent to a laboratory for remaining wall thickness measurements, and the reports show that while they have lost structural thickness, the remaining useful life is still 35 - 53 years. The mainline break sample showed the smallest remaining useful life and shortest total useful life of any AC sample. Additional AC pipe samples from valve replacements are being collected. Echologics performed three miles of non-destructive wall thickness measurements during the week of February 12, 2018. A report of the results was received in March 2018. All non-destructive and destructive test data were added to GIS in April and May 2018. The mainline break map in GIS is currently being updated. A comprehensive review of cathodic protection test stations was performed in April and May 2018. The report and recommendations was received on June 20, 2018, and recommendations are being reviewed. Five AC pipe samples and nine soil samples collected during valve replacements in 2018 were delivered by the contractor and sent to labs for pipe wall thickness measurements and soil corrosivity analysis. Results show that the expected total useful life of AC pipe is approximately 138 years. Two AC pipe samples were collected during valve replacements in November 2018 and sent to the lab for wall thickness measurements. Results were received on January 10, 2019. One sample is being further analyzed. Three miles of AC pipe constructed in 1956 were selected for non-destructive wall thickness measurement, which occurred during the week of January 14, 2019. The report was received on February 8, 2019. Five AC pipe samples are planned to be collected and sent for wall thickness measurements as part of routine valve replacements in March 2019. (3/7/19)

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

March 2019

**Project Title:** Mesa Water Administration Building Improvements & HVAC Replacement/Operation Building Repair Projects

**File No.:** MC 2171

**Description:** Evaluate the existing HVAC system, provide recommendations for improved efficiency and operations of the system, provide design, construction management, and construction.

**Status:** Request for proposals for providing Construction Management during construction was sent out to nine consultants on 8/15/18. Three proposals received on 8/28/18. Held interviews with all three proposers on 9/4/18. Jett Construction Management's (JCM) approach appeared to be the most comprehensive given their proposed project staff and HVAC and roof construction experience. Bid set documents for construction have been finalized and sent out to bid on 9/6/18. Three bids were received on 10/4/18. The lowest responsive bid was approximately \$1M over the Engineer's Estimate. On 10/22/18 Board cancelled the bid and authorized staff to negotiate with lowest bidder. On 10/26/18 RFB for Operations Building Repair Project sent out to bid with the bid opening date 11/5/18. On 11/5/18 staff finalized negotiations with the low bidder (Snyder Langston). On 11/8/18 the Board approved the Administration Building Improvements & HVAC Replacement/Operations Building Repair Projects with Snyder Langston. The contracts with Snyder were signed on 11/13/18 and Notices for Proceed issued on 12/6/18. On 2/11/19 Snyder completed painting, carpeting and concrete floor polishing, installation of interior portion of the HVAC system, ceiling tiles and baseboards, rehabilitation of the upstairs and downstairs restrooms, overall cleaning. Also the furniture in supervisors and water quality office were reassembled. The Administration Staff started moving to the temporary office trailer. The contractor continued working on the roof of the Operations Building on installation of ducts and preparing for the upcoming rain. Starting from February 15 the contractor worked on the HVAC replacement on the second floor of the Administration building. The work completed to date included demolishing of old ducted HVAC piping, blocking for HVAC units, installation of HVAC units, installation of refrigerant and condensate piping, electrical work, and partial demolition of roofing for HVAC platform installation. Project in progress. (3/7/19)

**Project Title:** Chandler & Croddy Wells and Pipeline Project

**File No.:** M18-113

**Description:** Design, documentation, and permitting for two new wells located on Chandler Avenue and Croddy Way in the City of Santa Ana and the distribution pipeline connecting the wells to Mesa Water's supply system.

**Status:** Tetra Tech has been contracted to complete the design, documentation, and permitting for the Chandler and Croddy Wells and Pipeline Project. Initial data request sent to Tetra Tech on September 7, 2017. Met with Division of Drinking Water regarding well locations on September 20, 2017. Preliminary hydrological evaluation received on September 29, 2017. Board approved demolition of existing structures and dedicated well facility with option to evaluate long-term lease potential as market conditions dictate at both sites at November 2017 E&O. Butier Engineering has been contracted to provide Construction Management Services. Preliminary Design Report

## MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT

March 2019

(PDR) for the distribution pipeline was reviewed and returned on March 6, 2018. Well site layouts were presented to the Board in May. DDW waiver for 50-foot control zone is currently being drafted. The revised PDR for the pipeline and the well sites was received in June 2018. A workshop to discuss review comments was held on August 14, 2018. 50% design for the Croddy Pipeline was received and the design review workshop occurred on November 26, 2018. 50% design for the wells is scheduled for submittal in February 2019. The draft CEQA Mitigated Negative Declaration was received on January 22, 2019, and filed for 30-day public comment on February 20, 2019. A public meeting to adopt the Mitigated Negative Declaration has been noticed for the April 11, 2019 Board of Directors meeting. The revised Preliminary Design Report for the Chandler and Croddy Wells was received on March 5, 2019, and is being reviewed by staff.(3/7/2019)

**Project Title:** Santa Ana Pressure Reducing Station Refurbishment Project

**File No.:** M17-002A

**Description:** The work will involve replacement of three (3) butterfly valves, one (1) existing pressure relief valve, precast concrete discharge structure, reconfiguring four (4) Cla-Val control valves, general refurbishments to the vault interior, and site work.

**Status:** Mesa Water has contracted with Michael Baker International to perform the design of the project. The design was completed in late January 2018 and the bid package was sent out to bid on February 8, 2018. Pre-bid meetings and site walk were held on 2/20/18 and 3/6/18, respectively. Three bids were received on March 13, 2018. Staff has recommended that the construction contract be awarded to J.R. Filanc, Inc., as the lowest bidder. E&O Committee recommended awarding contract to J.R. Filanc, Inc. on March 20, 2018 and Board approved it on April 12, 2018. The contract was finalized (5/1/18) and signed on 5/3/18. The kick-off meeting was held on May 21, 2018. Electrical work was completed the week of 10/15/18. Concrete work completed in the week of 11/12/18. Pipeline shutdown took place between 11/26/18 and 12/1/18. Final testing and acceptance completed on February 6, 2019. The contractor is working on providing replacement actuators for the existing plug valves and on refurbishment of the 6"bypass cla-valve. The replacement actuators have been ordered by the contractor. On 3/8/19 the contractor replaced damaged microswitch on train No. 4. Project in progress. (3/8/19)

**Project Title:** Meter Technology Evaluation

**File No.:** MC 2248

**Description:** The lifespan of a water meter is approximately 15 years. As a meter ages, the accuracy drops off due to wear. In preparation for its annual water meter replacement, staff has been reviewing water meter technology determining what water meter and reading solutions would be the best fit for Mesa Water's aging register technology. With today's technology, there are several types of meters and meter reading solutions available. The most common are as follows: Fixed Network, Automatic Meter Reading (AMR) System, Handheld or Touch Technology, and Advanced Metering Analytics - Cellular Endpoint.

**MESA WATER AND OTHER AGENCY PROJECTS STATUS REPORT**  
**March 2019**

**Status:** Mesa Water is preparing a Technical Memo which would include information of the existing aging metering technology in comparison with proposed new meter reading solutions. Draft technical memo has been completed and is being reviewed by Mesa Water staff. (3/7/19)

**Project Title:** Reservoirs 1 & 2 Chemical Systems Design

**File No.:** M18-117

**Description:** Improve disinfection and mixing in both reservoirs to improve water quality and minimize nitrification.

**Status:** Final Design Contract awarded to Hazen & Sawyer on February 14, 2018. 50% design report received on July 17, 2018. Design review workshop took place in September 2018. A site visit to Laguna Beach County's El Morro reservoirs occurred on November 8, 2018, to evaluate the Vortex mixing system. Staff met with the designer on December 5, 2018, to incorporate design-for-reliability and design-for-maintainability principals into the mixing system design. The consultant is working with the mixer supplier to ensure that the reliability and maintainability requirements will be met at both the reservoir sites. (3/7/19)

# Water Quality Call Report

## February 2019

**Date:** 2/26/2019  
**Source:** Phone  
**Address:** 260 Bristol Street  
**Description:** Customer called to confirm the hardness level of the water in her area.  
**Outcome:** Called customer back a few times but didn't reach her so a message was left providing her the hardness range and a call back number in case she had further questions.





## COMMITTEE POLICY & RESOLUTION REVIEW

### ENGINEERING and OPERATIONS COMMITTEE

#### Policy Assignments for 2019

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Replacement of Assets Including Pipeline and Well Rehabilitation	1442	03/15/14	Review and update every 3 – 5 years	03/15/14
Rules and Regulations for Water Service	1514	07/12/18	Review and update as needed	07/12/18
Standard Specifications and Standard Drawings		05/03/18	Review and update as needed	05/03/18
Urban Water Management Plan	1477	06/09/16	Review and update as required every 5 years	06/09/16

Water Operations Status Report  
July 1, 2018 - February 28, 2019

Operations Department Status Report	Wk Unit	Plan Days	Act Days	Plan Qty	Act Qty	Plan Cost	Actual Cost
<b>01 - HYDRANTS</b>							
WD-0101 - HYDRANT MAINTENANCE	HYDRANTS	112	81	2233	1517	\$45,111	\$29,403
WD-0102 - HYDRANT PAINTING	HYDRANTS	9	0	279	0	\$3,726	\$0
WD-0103 - HYDRANT REPAIR	HYDRANTS	34	14	40	12	\$11,146	\$5,118
<b>Program 01 TOTAL</b>		155	95			\$59,983	\$34,521
<b>02 - VALVES</b>							
WD-0201 - DISTRIBUTION VALVE MAINTENANCE	VALVES	79	71	1587	1346	\$32,614	\$27,122
WD-0202 - NIGHT VALVE MAINTENANCE	VALVES	7	0	82	0	\$2,985	\$0
<b>Program 02 TOTAL</b>		86	71			\$35,599	\$27,122
<b>03 - METERS</b>							
WD-0301 - NEW METER INSTALLATION	METERS	17	17	123	168	\$40,179	\$77,574
WD-0302 - RAISE REPLACE METER BOX	BOXES	8	5	38	10	\$6,299	\$1,945
WD-0303 - METER LEAK INVESTIGATION/REPAIR	INV/REP	27	23	208	170	\$7,705	\$10,657
WD-0305 - ANGLE STOP/BALL VALVE REPLACE	REPLACE	48	60	95	114	\$27,953	\$21,940
WD-0306 - LARGE METER TEST/REPAIR - C	TESTS	15	4	77	11	\$6,419	\$1,373
<b>Program 03 TOTAL</b>		115	109			\$88,555	\$113,489
<b>04 - MAIN LINES</b>							
WD-0401 - MAIN LINE REPAIR	REPAIRS	80	28	13	4	\$36,144	\$11,496
WD-0402 - AIR VAC MAINTENANCE/REPAIR	REPAIRS	18	1	105	2	\$6,612	\$218
WD-0403 - UNIDIRECTIONAL FLUSHING	FEET	0	0	246301	0	\$0	\$0
<b>Program 04 TOTAL</b>		98	29			\$42,756	\$11,714
<b>05 - SERVICE LINES</b>							
WD-0501 - SERVICE LINE REPAIR	REPAIRS	38	41	14	22	\$15,110	\$16,196
<b>Program 05 TOTAL</b>		38	41			\$15,110	\$16,196
<b>06 - CAPITAL</b>							
CAP AV - CAPITAL AIR VACUUM REPLACE	AIR VACS	30	0	5	0	\$12,239	\$0
CAP BI - CAPITAL BYPASS & METER INSTALL	REPLACE	12	1	1	1	\$6,388	\$253
CAP FH - CAPITAL HYDRANT UPGRADE	HYDRANTS	90	90	13	12	\$72,350	\$62,538
CAP LM - CAPITAL LARGE METERS	METERS	40	24	94	78	\$110,022	\$44,185
CAP MV - CAPITAL MAINLINE VALVE REPLACE	VALVES	74	65	13	13	\$55,867	\$32,144
CAP SL - CAPITAL SERVICE LINE REPLACE	SERVICES	25	21	7	4	\$12,445	\$8,098
CAP SM - CAPITAL SMALL METERS	METERS	77	94	963	1031	\$91,931	\$122,607
CAP SS - CAPITAL SAMPLE STATION REPLACE	STATIONS	5	13	5	5	\$2,108	\$4,548
<b>Program 06 TOTAL</b>		353	308			\$363,350	\$274,373
<b>TOTAL</b>						\$605,353	\$477,415



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Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Engineering and Operations Committee  
FROM: Phil Lauri, P.E., Assistant General Manager  
DATE: March 19, 2019  
SUBJECT: OC-44 Pipeline Rehabilitation Project

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### RECOMMENDATION

Recommend that the Board of Directors award a contract to E.J. Meyer Company to provide Construction Services for the OC-44 Pipeline Rehabilitation Project for \$3,133,333 and a 10% contingency for an amount not to exceed \$3,446,666, and authorize execution of the contract.

### STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.  
Goal #2: Practice perpetual infrastructure renewal and improvement.

### PRIOR BOARD ACTION/DISCUSSION

At its February 12, 2013 meeting, the Board of Directors (Board) awarded a contract to RBF Consulting for the OC-44 Pipeline Rehabilitation/Replacement Evaluation.

At its December 16, 2013 meeting, the Board authorized execution of a contract change order to RBF Consulting for the design of the OC-44 Pipeline Rehabilitation.

At its April 9, 2015 meeting, the Board reviewed and discussed the Initial Study/Mitigated Negative Declaration (IS/MND), conducted a public hearing, and adopted the IS/MND.

At its March 16, 2016 meeting, the Board was updated on the design and permitting requirements associated with the OC-44 Pipeline Rehabilitation.

At its September 19, 2017 meeting, the Board was updated on the mitigation requirements, permitting status and anticipated project schedule.

At its March 8, 2018 meeting, the Board awarded a contract to Dudek Engineering to provide Construction Management Services for the OC-44 Pipeline Rehabilitation Project in the amount of \$253,720 and a 10% contingency for an amount not to exceed \$279,092, and authorized execution of the contract.

At its January 15, 2019 meeting, the Engineering and Operations (E&O) Committee received information on the OC-44 Pipeline Rehabilitation Project and that staff would be soliciting construction bids to allow for timely procurement of long lead-time materials and equipment.

### BACKGROUND

The OC-44 Pipeline was constructed in 1963. The section of the pipe that crosses San Diego Creek was originally constructed with flexible double gasketed epoxy-coated joints with the concept that it would be temporary until the State of California finalized the alignment for State Route 73, thus, allowing a more permanent installation to be integrated as part of the overpass



superstructure. However, due to seismic considerations and the large diameter of OC-44, the flexible joints were replaced with welded steel joints to convert the temporary line to a permanent installation independent of the State Route 73 overpass. The cover over and around the OC-44 Pipeline has been progressively decreasing (e.g., loss of pipeline cover, erosion around the line, etc.) due to increasing storm events, tidal fluctuations, and invasive native plant growth. The OC-44 Pipeline is now situated within the coastal zone and is regulated by the California Coastal Commission, making repairs and maintenance more challenging and costly.

Since 2002, Mesa Water District (Mesa Water®) has had to mitigate three pipeline failures (2002, 2006, and 2011) where the pipeline crosses San Diego Creek. Investigations during these repairs indicate that the pipeline is showing signs of deteriorating support due to scouring from the flow in the creek and the pipeline is subject to adverse corrosion due to the loss of cover over the pipe within the creek. Repair activities indicate the OC-44, where it crosses the San Diego Creek, would benefit from replacement or rehabilitation.

In December 2012, Mesa Water issued a Request for Proposals (RFP) to study the alternatives for the OC-44 Pipeline Rehabilitation and Replacement Evaluation within the environmentally sensitive San Diego Creek crossing. Michael Baker International, Inc. (MBI – formerly RBF) was competitively selected for the project.

On December 16, 2013, the Board of Directors adopted Option DIP-3 as the preferred OC-44 Pipeline Rehabilitation option and authorized a contract change order for the design of the preferred pipeline rehabilitation.

The design and specifications for the OC-44 Pipeline Rehabilitation Project was completed in February 2015. Permitting activities were completed in December 2018.

## DISCUSSION

The proposed project will rehabilitate approximately 1,800 linear feet of the existing OC-44 Pipeline by inserting a new pipeline inside the existing pipeline. Due to the biological and hydrologic sensitivity associated with San Diego Creek and Bonita Creek, it is impractical to utilize conventional open trench excavations (disrupting the surface conditions) to replace the existing OC-44 Pipeline. Thus, the project proposes a trenchless rehabilitation technique, termed, slip lining. Through this process, a new pipe is installed inside the existing deteriorating pipe. Rather than conducting open trench improvements in the project area, the project proposes to slip line the existing 42-inch pipeline with a new 30-inch Ductile Iron Pipe (DIP).

In order to accommodate these improvements, a pipe jacking operation will be conducted. Pipe jacking would involve the excavation of fill materials at designated access pits. A hydraulic jack would then be placed in the excavation pit and, using hydraulic pressure, successive 20- and 10-foot long pipe sections would be pushed and pulled into place within the existing pipe. As part of the proposed project, three access pits would be required. Implementation of the proposed project will also require temporary access roads for personnel and equipment to access the proposed pit locations. Upon completion of construction, the project site would be re-contoured to pre-construction grades and then would be re-vegetated with a native plant mix.



Due to sensitive, native and protected nesting species within the San Diego Creek watershed, construction is only permitted from mid-September to mid-March. In order to achieve successful completion within the aforementioned time-frame, the project has to be bid several months prior to mid-September to allow for contractual approvals, submittals, and review of construction shop drawings and to facilitate material fabrication to allow actual site mobilization and construction to begin in mid-September.

The design and specifications for the OC-44 Pipeline Rehabilitation Project were completed and 11 vendors were invited to participate in the selection process and were requested to submit a bid for the aforementioned project.

On February 21, 2019, staff conducted a pre-bid meeting with eight of the 11 vendors (Charles King Company, Colich Construction, E.J. Meyer Company, Kenndy Pipeline Company, Mladen Buntich Constructio, PSC Primores ARB Industrial, Vido Artukovich and W.A Rasic Construction). From those eight vendors, six bids were received on March 6, 2019. Bid results are as follows:

Vendor	Cost
Colich Construction	\$4,658,850
E.J. Meyer Company	\$3,133,333
PSC Primores ARB Industrial	\$3,686,600
Mike Prlich & Son, Inc.	\$4,186,090
Mladen Buntich Construction	\$3,956,550
W.A. Rasic Construction	\$4,287,145

The proposed project bids have been evaluated and found to be compliant with all the bid package requirements. It was determined that E.J. Meyer Company will provide the best construction services and the firm received excellent reviews on prior projects when staff checked their references. Construction is scheduled to start in September 2019 and end by February 1, 2020. Staff recommends that a contract be awarded to E.J. Meyer Company for \$3,133,333 and a 10% contingency for an amount not to exceed \$3,446,666 to provide construction services for the OC-44 Pipeline Rehabilitation Project.

Per the March 12, 1964 Agreement for Construction and Operation of Water Transmission Facilities signed between City of Huntington Beach and Mesa Water (formerly Costa Mesa County Water District), the allocation of costs for operation and maintenance of the OC-44 Pipeline is as follows: Mesa Water, 58.6% and City of Huntington Beach, 41.4%.



FINANCIAL IMPACT

In Fiscal Year 2019, \$80,000 is budgeted for the OC-44 Pipeline Rehabilitation Project; requested funding of \$2,100,000 will be added to the proposed Fiscal Year 2020 Budget.

	<u>Project Estimate Amounts</u>	<u>Project Cost Amounts (58.6%)</u>
Pipeline Installation	\$ 3,133,333	\$ 1,836,133
Construction Management	\$ 253,720	\$ 148,680
Revised Project Estimate		<u>\$ 1,984,813</u>

ATTACHMENTS

None.



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Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Engineering & Operations Committee  
FROM: Phil Lauri, P.E., Assistant General Manager  
DATE: March 19, 2019  
SUBJECT: Plan Check Consulting Services

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### RECOMMENDATION

Recommend that the Board of Directors award a 3-year contract to John Robinson Consulting, Inc. for \$124,800 per year with 2-one year renewable options to provide Plan Check Consulting Services.

### STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.  
Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

At its January 15, 2019 meeting, the Engineering and Operations (E&O) Committee received information that staff was developing a Request for Proposals for a plan check consultant to review proposed development work.

### BACKGROUND

Mesa Water District's (Mesa Water®) Engineering Department oversees plan check review responsibilities for proposed development work implemented throughout its service area. While Mesa Water staff works closely with the City of Costa Mesa's (City) Building Department, Mesa Water's plan check process and requirements are independent of the City's building approval process. Plan check duties generally consist of the following activities:

- Review of proposed development plans and specifications;
- Utility coordination;
- Process plan check permits, cost estimates, service agreements, and payment vouchers;
- Easement review and County of Orange recording coordination;
- Coordination with City of Costa Mesa Building and Fire Departments;
- Fire flow analysis and system pressure inquiries;
- Respond to customer plan check inquiries regarding District standards;
- Coordinate and analyze hydraulic modeling results; and
- Oversee construction inspection compliance.

### DISCUSSION

Historically, Mesa Water's plan check workload spans between 0.25 full-time equivalent (FTE) to 0.4 FTE. The plan check work load is largely driven by economic conditions and City building policies. Because the plan checking role typically averages approximately 0.32 FTE, it is a challenge to hire a part-time dedicated plan check engineer with the appropriate experience. In order to provide plan check services with the expertise on all of the aforementioned plan check



activities, staff recommends hiring a plan check consultant. This approach will provide better customer service to Mesa Water’s customers and relieve Mesa Water’s Senior Civil Engineer from plan checking to work on a higher project management level overseeing the District’s capital improvement program.

Mesa Water developed a Request for Proposals (RFP) with the aforementioned plan check duties as the core scope of work.

Mesa Water solicited proposals from three firms to provide the required scope of work. The firms included John Robinson (JR) Consulting, Inc., Michael Baker International (MBI) and SA Associates. Three proposals were received on January 2, 2019. Proposals were reviewed and evaluated by a Selection Panel comprised of Mesa Water and City of Costa Mesa staff. Each proposal was evaluated based on qualifications, experience, staff availability, project understanding, scope of work approach, and proposal quality. The results of each cost proposal are as follows:

Rank	Proposer	Submitted Cost	Average Hourly Rate (\$/Hr)	Score
1	JR Consulting, Inc.	\$124,800/year	\$150.00	4.84
2	MBI	\$136,323/year	\$163.85	4.30
3	SA Associates	\$162,240/year	\$195.00	3.25

Although all three firms provided a unique and solid approach to the required scope of work and are well qualified to perform the work effort, it was determined that JR Consulting provides the best approach to performing plan check services and providing the timely service necessary to serve Mesa Water’s customers. Therefore, staff recommends that the Board consider awarding a 3-year contract to JR Consulting, Inc. with 2-one year renewable options for \$124,800 per year to provide Plan Check Services.

**FINANCIAL IMPACT**

In Fiscal Year 2019, no funds were budgeted for Plan Check Consulting Services; requested funding of \$124,800 will be added to the proposed Fiscal Year 2020 Budget.

**ATTACHMENTS**

Attachment A: John Robinson Consulting, Inc. Proposal





December 26, 2018

Mr. Phil Lauri  
Assistant General Manager  
Mesa Water District  
1965 Placentia Avenue  
Costa Mesa, CA 92627

Subject: Letter Proposal –Plan Checking Services

Dear Mr. Lauri:

John Robinson Consulting, Inc. (JR Consulting) is pleased to submit this letter proposal to Mesa Water District (Mesa Water) based upon our conversation on December 20<sup>th</sup>. Our firm is a California S Corporation, is a certified Small Business Enterprise (SBE) with the State of California Department of General Services and is located locally in Pasadena. This letter proposal outlines our scope of services, schedule and fee estimate to provide plan checking support services to Mesa Water.

## **SCOPE OF SERVICES**

### ***A. Project Administration***

- 1. Project Meetings:** JR Consulting shall attend meetings to update Project Manager on the status of projects, to address project coordination issues, review upcoming work and review project billings. Project Meetings are to be at the request of the Project Manager.
- 2. Invoicing:** JR Consulting shall provide monthly invoices to Mesa Water with detailed back up of charges by review discipline, amount of time expended per task and by project.

***B. Plan Check Activities:*** JR Consulting shall perform the following general plan check tasks:

- 1. Weekly Meetings:** JR Consulting shall be onsite (Monday and Thursday) for the Mesa Water Plan Checking meetings as required.
- 2. General Plan Review:** It is the intent to have JR Consulting to complete required reviews, internal and external coordination, administration activities and site visits as part of this contract but not intended to complete the scope of work at Mesa Water District's headquarters. JR Consulting shall review the plan set for completeness and project understanding relative to providing review of the proposed water development project (WDP) development. JR Consulting shall also review the necessary architectural, civil and grading plans as necessary to familiarize them with the project and to provide a comprehensive WDP review.

3. **Site Visit:** JR Consulting may visit proposed development site if the WDP is of sufficient size to merit a dedicated site visit. Large projects shall include projects requiring dedicated main line construction, more than 6 meters, or special circumstances as approved by Mesa Water's District Engineer. Visits shall be documented with digital photos and necessary measurements and submitted to Mesa Water upon final project completion.
4. **Mesa Water Standards:** JR Consulting shall review proposed customer development plans in accordance with the following standards:
  - A. Plan Check Policy
  - B. Water Rules and Regulations
  - C. Standard Specifications and Drawings (via Mesa Water website)
  - D. City of Costa Mesa Standards (i.e. trench backfill, paving, & street standards via City of Costa Mesa website)
  - E. Mesa Water Cross Connection Policy
  - F. County of Orange Standards (for John Wayne Airport)
5. **Design Calculations:** JR Consulting shall perform necessary engineering design calculations relative to the proposed WDP and /or provide consulting engineering review services of submitted calculations as follows:
  - a. **Water System Plan Review:** JR Consulting shall evaluate the proposed development water system plans in accordance with the aforementioned standards. Plan review shall include, but not be limited to, the following parameters:
    - Type of development (i.e., residential, commercial, etc.)
    - Fixture unit counts and demand projections;
    - Landscaping and irrigation needs;
    - Development density (i.e., single family, multi-family, etc.)
    - Impact to Mesa Water's water distribution system, service connections and infrastructure hydraulic sufficiency (when applicable)
  - b. **Water Service & Meter Sizing:** JR Consulting shall review submitted plans and calculated required water service connection and meter sizing per information herein:
  - c. **Fire Code Requirement:** JR Consulting's review shall ensure that the proposed water service and meter size provide adequate fire flow protection per the local and state fire protection requirements. JR Consulting shall ensure that the appropriate approval has been received from the City of Costa Mesa Fire Department prior to approving final WDP plans.
  - d. **Landscaping & Irrigation Requirements:** JR Consulting shall review proposed water development project landscaping plans to determine if a separate irrigation meter shall be required per Mesa Water Rules and Regulations
  - e. **Cross Connection Protection:** JR Consulting shall review proposed WDP for compliance with Mesa Water's, Orange County Healthcare Agency (OCHCA) and

State Water Resources Control Board Division of Drinking Water requirements for cross connection protection and backflow prevention.

6. **Utility Coordination:** JR Consulting shall provide a review of other proposed and existing utilities identified on the proposed WDP plans to ensure that the proposed water service design and appurtenances do not interfere with other utilities. Review shall ensure accuracy of design and fit with existing improvements and underground utilities. JR Consulting shall also coordinate external utility request received from perspective developers and other utility companies.
7. **Easements:** JR Consulting shall review improvement plans against easement documents, record maps and right-of-way documents and identify the need for permanent easements, additional right-of-way or temporary easements.
8. **Plan Set Review:** JR Consulting shall review all proposed WDP general notes, standards, details, title-blocks, plans and profiles, and other pertinent information necessary to provide a comprehensive review. JR Consulting shall add the required comments to enhance the proposed WDP to ensure compliance with the aforementioned standards.
9. **Hydraulic Model Analysis:** JR Consulting shall determine if Mesa Water's surrounding distribution and production system will be impacted by the proposed WDP. Should JR Consulting determine that an impact may occur, JR Consulting shall coordinate the hydraulic model analysis parameters with Mesa Water's GIS consultant to provide the required hydraulic model analysis run and results. JR Consulting shall review the hydraulic analysis report results and incorporate any required improvements on the proposed WDP. JR Consulting shall coordinate with Mesa Water's Project Manager for approval prior to initiating the hydraulic model analysis.
10. **Mesa Water Coordination:** JR Consulting shall coordinate proposed WDP plan check process with designated Mesa Water Project Manager. Coordination activities may include, but not be limited to, operational inquiries, requests for as-built documents, customer inquiries, site coordination needs, equipment questions, and other requirements as necessary.
11. **Customer Coordination:** JR Consulting shall communicate with customers (or their designated design professionals) and Mesa Water staff as necessary to clarify questions related to the proposed WDP. JR Consulting shall return phone calls within one business day of inquiry.

**C. Outside Agency Coordination:** JR Consulting shall coordinate review of proposed WDP with outside agencies as requested by Mesa Water. Outside agency coordination may include but not be limited to, the City of Costa Mesa Fire Department, OCHCA, Costa Mesa Sanitary District and other agencies as required.

**D. Plan Check Review Process & Coordination:** Mesa Water's Plan check process includes an internal review process that includes reviews by Operations, Inspector, Cross Connection Specialists, Customer Service and District Engineer. JR Consulting shall assist with Mesa Water's internal review process as follows:

**1st Review:** The 1st review process is as follows:

1. **Application Receipt:** On days that JR Consulting is not on-site, the Mesa Water Project Manager shall receive the application, accepts review fees, and gathers other required information. When JR Consulting is on-site, these duties shall be performed by JR Consulting.
2. **WDP Review:** JR Consulting shall review the proposed WDP per the aforementioned requirements and provide written review comments back to Mesa Water on the plan set within 5 working days.
3. **Mesa Water Review:** JR Consulting shall route for internal review and obtain approval from each Department (i.e. Operations, Inspector, Cross Connection Specialists, Customer Service and District Engineer). Each department shall provide a sign-off of the proposed WDP signature stamp on the original proposed WDP plan set. JR Consulting shall assist in answering questions of Mesa Water Staff during the internal review process.
4. **Plan Set Return:** JR Consulting shall return generated review comments within 10 calendar days of initial receipt.

**2nd/3rd Reviews:** The 2nd and 3rd review process is as follows:

1. **WDP Review:** JR Consulting shall review the proposed WDP per 1st plan check submittals, other aforementioned requirements and provide written review comments back to Mesa Water on the plan set within 3 working days.
2. **Mesa Water Review:** JR Consulting shall route for internal review and obtain approval from each Department (i.e. Operations, Inspector, Cross Connection Specialists, Customer Service and District Engineer). Each department shall provide a sign-off of the proposed WDP signature stamp on the original proposed WDP plan set. JR Consulting shall assist in answering questions of Mesa Water Staff during the internal review process.
3. **Plan Set Return:** JR Consulting shall return generated review comments within 10 calendar days of initial receipt.

**Final Review:** If, after the 2nd check or the 3rd check, the customer has adequately addressed the previous plan check comments the following procedure shall be followed:

1. **Mylar Request:** JR Consulting shall request that the customer submit final plans on mylar and final reports be submitted.
2. **Consultant Signature:** JR Consulting shall initial and date the title block on the final plans title sheet and associated report(s) and route the final plans on mylar and associated reports to the District Engineer for signature.
3. **Project Costing:** JR Consulting shall also provide a rough-order of magnitude cost estimate of the proposed WDP to Mesa Water's Project Manager with the signed mylars.

**E. Other Support Services:** JR Consulting may be requested to participate in person at the following meetings:

1. **Development Review Committee (DRC) Meeting:** Attend City of Costa Mesa's DRC bi-weekly meeting at City Hall to review upcoming projects being considered by the City. JR Consulting shall provide written plan check comments to the City staff with Mesa Water's approval on upcoming plan checks to ensure plans are reviewed by Mesa Water. JR Consulting shall provide a written review documenting the events that occurred and upcoming projects.
2. **Counter Appointments:** JR Consulting shall schedule meetings to be conducted at Mesa Water during weekly meeting work days to meet with customers on proposed WDPs. JR Consulting shall arrange meetings for customer and Mesa Water Project Manager a minimum of one week in advance.
3. **Easement Review Need:** JR Consulting shall review the need for proposed WDP easements and make an overall recommendation to the Mesa Water Project Manager as to the final approach to accommodating the proposed WDP. JR Consulting shall review all recommended easements with the Project Manager prior to finalizing the recommendation for an easement.
4. **Easement Development:** JR Consulting shall review submitted proposed easements. Easement shall be reviewed for conformity with legal descriptions and accompanying exhibits. JR Consulting shall also coordinate review of proposed easements with Mesa Water's legal counsel.

## **TIME SCHEDULE**

JR Consulting will commence with the proposed scope of services after the Professional Services Agreement (PSA) has fully been executed. Plan checking review will be completed on a schedule established by the Mesa Water Project Manager and per the Mesa Water Plan Check Handbook.

## COMPENSATION

Based on JR Consulting's present knowledge of the services described above, we are proposing a not-to-exceed budget per year of \$124,800 (\$249,600 for 2 years) be budgeted for Tasks A through E. This not-to-exceed budget is based upon an hourly rate of \$150 per hour for an estimated 16 hours per week and does not include any other direct costs (mileage, reproduction, etc.). We have reviewed Mesa Water's Professional Service Agreement and can comply with the insurance requirements.

JR Consulting commits to timely, responsive services, and to deliver excellence in the offered services. We are eager and enthusiastic to begin supporting Mesa Water with plan checking services.

If there are any questions, please feel free to contact me at (626) 375-9389 or [jrobinson@johnrobinsonconsulting.com](mailto:jrobinson@johnrobinsonconsulting.com)

Very truly yours,

John Robinson Consulting, Inc.

A handwritten signature in blue ink that reads "John Robinson". The signature is written in a cursive style with a large initial "J".

John Robinson, Principal

**REPORTS:**

8. REPORT OF THE GENERAL MANAGER

**REPORTS:**

9. DIRECTORS' REPORTS AND COMMENTS