

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: MAY 8, 2009

**AGENDA ITEM
E-3
MAY 13, 2009**

PHASE 1 SOUTHLAND WWTF UPGRADE PROJECT CONSTRUCTION MANAGEMENT

ITEM

Review proposals and authorize execution of agreement with construction management firm for Phase 1 of Southland WWTF Upgrade Project [RECOMMEND APPROVAL]

BACKGROUND

Staff mailed the attached RFP to eleven firms in March and seven firms (Cannon, Covello, MNS, Penfield and Smith, URS, Vanir/Wallace and WSC) submitted proposals (Previously distributed to the Board and available for inspection at the NCSD Office). Also attached is staff's evaluation of the seven proposals. As set forth in the scoring matrix, staff scored MNS as the highest ranked submittal. MNS's Proposal is also the least expensive of the seven submittals in regards to the first phase of the work described in the RFP.

FISCAL IMPACT

Retention of MNS to perform the scope of work set forth in the attached proposal would commit \$33,738 of Town Sewer Fund funds to this effort.

RECOMMENDATION

Staff recommends that the Board authorize the General Manager to execute a standard agreement with MNS to perform the tasks described in the attached proposal on a time and materials basis with a not-to-exceed expenditure limit of \$33,738. Staff further requests authorization to negotiate a proposal from MNS to perform the Phase 2 scope of work for consideration by the Board after completion of Phase 1 services. Staff is NOT seeking authorization to retain MNS to perform Phase 2 services at this time.

ATTACHMENTS

- RFP
- Staff Scoring Matrix and Review Criteria
- MNS Proposal

t:\documents\board matters\board meetings\board letter 2009\SWUP CM Proposal.doc

NIPOMO COMMUNITY

BOARD MEMBERS
JAMES HARRISON, PRESIDENT
LARRY VIERHEILIG, VICE PRESIDENT
CLIFFORD TROTTER, DIRECTOR
ED EBY, DIRECTOR
MICHAEL WINN, DIRECTOR



SERVICES DISTRICT

STAFF
BRUCE BUEL, GENERAL MANAGER
LISA BOGNUDA, FINANCE DIRECTOR/ASST GM
PETER SEVCIK, P.E., DISTRICT ENGINEER
JON SEITZ, GENERAL COUNSEL

148 SOUTH WILSON STREET POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326
(805) 929-1133 FAX (805) 929-1932 Website address: ncsd.ca.gov

March 9, 2009

Larry Kraemer
Cannon Associates
1050 Southwood Drive
San Luis Obispo, CA 93401

**SUBJECT: REQUEST FOR PROPOSAL FOR CONSTRUCTION MANAGEMENT SERVICES –
SOUTHLAND WWTF UPGRADE PROJECT**

Dear Mr. Kraemer :

Nipomo Community Services District ("DISTRICT") intends to construct improvements to its Southland Wastewater Treatment Facility (WWTF) to improve the quality of the discharge and the efficiency of the operation. These improvements are detailed in the January 2009 Southland Wastewater Treatment Facility Master Plan (available at NCS D's Website WWW.NCSD.CA.GOV). They include construction of the influent pump station, construction of the screening and grit removal works, reconfiguration of the current treatment ponds, installation of the "Biolac" wave oxidation treatment system, construction of the external clarifiers, re-configuration of the sludge storage ponds, lining of the sludge drying beds and all related plumbing and instrumentation. Not included in this assignment will be construction of the collection system upstream of the headworks and disposal of the treated wastewater. DISTRICT has hired AECOM to design the works and to provide engineering services during construction.

DISTRICT is seeking proposals from qualified Construction Management firms (CONSTRUCTION MANAGER) to initially provide QA/QC during design phase and the under a separate agreement, Construction Management Services during the construction of WORKS by the CONTRACTOR (NCS D expects to retain one prime CONTRACTOR). CONSTRUCTION MANAGER would be expected to execute NCS D's standard CONSTRUCTION MANAGER Services Agreement and to work on a time-and-materials basis with a not-to-exceed expenditure limit. CONSTRUCTION MANAGER would interact with the CONTRACTOR, PROJECT ENGINEER, PEER REVIEW TEAM, DISTRICT staff and the DISTRICT Board to implement the tasks detailed in the attached Task Listings.

SERVICES REQUESTED

See the attached listings of Pre-Construction Tasks and Construction Phase Tasks.

QUOTE REQUIREMENTS

Ten copies of the proposal must be received by DISTRICT in a sealed envelope by **3 p.m. on Tuesday April 21, 2009**, to be considered. The exterior of the envelope must identify the quote as "Southland Construction Management Services". Faxes, E-Mails, proposals not enclosed in a sealed/labeled envelope, and proposals received after 3:00 p.m. on Tuesday April 21, 2009, will not be considered and will be returned to the submitter.

The Proposal shall include, as a minimum, the following:

1. Cover Letter/Introduction
 - Present your understanding of the project and the services requested.
 - The Cover Letter shall be signed by an official authorized to bind the firm and shall contain a statement that the proposal is valid for ninety (90) Days.
2. Scope of Services
 - Detail your proposed approach to both phases of the assignment.
 - Describe any proposed scope amendments; exceptions to the attached Task Listings or exceptions to the terms of the attached Construction Management Agreement.
3. Personnel
 - Identify the Team Leader and provide résumé.
 - Identify any additional team members and provide résumés.
 - Include an Organization chart depicting the name and position of each participant
 - Describe the role of each team member
4. Experience & References
 - Describe your experience in providing similar construction management services for wastewater projects to local government entities in California
 - Provide references for projects of similar scope and nature performed over the last four years.
5. Cost Estimate
 - Complete and submit the attached Quote Sheet for the Pre-Construction Phase that has been signed by a principal authorized to represent the firm.
 - Submit a listing of fees and charges.
 - For the Pre-Construction Phase, include line item cost estimates for each task and sub-task including staff classification, hourly rates, and hours as well as all other costs including sub-consultant costs and project expenses.
 - For the Construction Phase, provide a budget assuming 1 FTE inspector during the actual construction of the project.

SELECTION PROCESS

NCSD will screen proposals from April 21, 2009 to May 13, 2009. The Board is tentatively scheduled to select a firm at its May 13, 2008 meeting. NCSD may conduct interviews during the screening process.

PROPOSAL EVALUATION

Proposals will be evaluated on the following:

- Responsiveness to Request for Quote
- Scope Amendments and Exceptions to Task Listing and/or Agreement
- Experience of the team to perform the requested services
- Qualifications of the personnel proposed for the project
- Cost for Pre-Construction Phase including fees and reimbursables (Not-to-Exceed Expenditure Limit)

Notes:

This is a time-sensitive project.

The selected CONSTRUCTION MANAGER will be expected to execute a standard CONSTRUCTION MANAGER Services agreement (attached).

NCSD reserves the right to reject any and all submittals and/or solicit new submittals at its discretion. NCSD reserves the right to negotiate with lesser ranked firms, if the negotiation with the top ranked firm is unsuccessful. The submitter retains no interest in the proposal once received by NCSD. Proposers are responsible for all costs associated with the proposal.

For more information on the project or this RFP, contact NCSD General Manager Bruce Buel at 805-929-1133 or bbuel@ncsd.ca.gov.

Sincerely,

NIPOMO COMMUNITY SERVICES DISTRICT

Bruce Buel
General Manager

CC: Mike Nunley, AECOM Engineering
Peter Sevcik, District Engineer
Southland WWTF Upgrade Project File

Enclosures

- Quote Sheet
- Listing of Tasks
- Project Schedule
- Standard CONSTRUCTION MANAGER Agreement

Nipomo Community Services District
SOUTHLAND WWTF UPGRADE PROJECT

PRE-CONSTRUCTION CM SERVICES QUOTE SHEET

Date: _____

NAME OF FIRM: _____

NAME OF PRINCIPAL: _____

NAME OF CM TEAM LEADER: _____

ADDRESS: _____

PHONE: _____ FAX: _____

E-MAIL: _____

NOT-TO-EXCEED EXPENDITURE LIMIT FOR ALL FEES & CHARGES: _____

Signature of Principal Authorized to Sign for Firm and Date

This quote shall be valid for 90 Days from the date of Signature

A. LISTING OF PRE-CONSTRUCTION PHASE TASKS

1. Design Review Activities

- a. **CONCEPT REVIEW** – The **CONSTRUCTION MANAGER** shall coordinate with the **PEER REVIEW TEAM** to critique the 30% design for possible project design changes to reduce cost and issue a memorandum to the **DISTRICT** and **PROJECT ENGINEER** regarding any such possible changes.
- b. **Review of Design Documents** - The **CONSTRUCTION MANAGER** shall review the design documents at 60% and 95% completion for clarity, consistency, bidability, constructability and coordination among the trades. The **CONSTRUCTION MANAGER** shall provide the results of the review in writing and as notations on the documents. The **CONSTRUCTION MANAGER** shall make recommendations to the **DISTRICT** and **PROJECT ENGINEER** with respect to constructability, construction cost, sequence of construction, and construction duration.

2. Bid Service Activities

- a. **Construction Management Process Plan** - The **CONSTRUCTION MANAGER** shall prepare a Construction Management Process Plan for the Project including all bid schedules. In preparing the Construction Management Process Plan, the **CONSTRUCTION MANAGER** shall consider the Mitigation and Monitoring Program and the **DISTRICT'S** schedule, cost and design requirements for the Project. The Construction Management Process Plan shall describe how the various **GENERAL CONTRACTOR** shall coordinate their respective bid schedules. The **CONSTRUCTION MANAGER** shall then develop various alternatives for the sequencing and management of the Project and shall make recommendations to the **DISTRICT**. The Construction Management Process Plan shall be presented to the **PROJECT ENGINEER** for review and the **DISTRICT** for acceptance.
- b. **Master Schedule** - The **CONSTRUCTION MANAGER** shall prepare a Master Schedule for each component/bid schedule of the Project in accordance with the Construction Management Plan. The Master Schedule shall specify the proposed start and finish dates for each major activity, including permits, design, construction, testing and start up. The **CONSTRUCTION MANAGER** shall submit the Master Schedule to the **DISTRICT** for review and acceptance. As necessary throughout the Pre-construction Phase, the **CONSTRUCTION MANAGER** shall recommend revisions to the Master Schedule, subject to **PROJECT ENGINEER'S** review and **DISTRICT'S** approval.

- c. Contract Submittals - CONSTRUCTION MANAGER will review all CONTRACTOR contract submittals including bonds and insurance documents; determine compliance of each such submittal with contract requirements; and take appropriate actions to secure suitable submittals.
- d. Contract Time - CONSTRUCTION MANAGER will the set the dates for contract time; prepare a draft Notice to Proceed; secure required signatures; and forward Notice(s) to Proceed to CONTRACTOR.
- e. Pre-Construction Briefing - CONSTRUCTION MANAGER will organize and conduct a Pre-Construction Briefing for CONTRACTOR; PROJECT ENGINEER (responsible for Engineering Services During Construction); DISTRICT; regulatory representatives; utility representatives and other relevant parties.
- f. Pre-Construction Training - CONSTRUCTION MANAGER will arrange for instruction and certification of CONTRACTOR personnel to comply with project Mitigation and Monitoring Program.
- g. Pre-Construction Condition Documentation - CONSTRUCTION MANAGER will perform a digital still photo and video survey of all frontages to be affected by WORKS to document preconstruction conditions. All such images will be electronically marked as to date, time, location, and subject, and available to DISTRICT upon request during construction.
- h. Partnering Sessions - CONSTRUCTION MANAGER will coordinate partnering sessions with CONTRACTOR and PROJECT ENGINEER.

B. LISTING OF CONSTRUCTION MANAGEMENT PHASE TASKS

1. Contract Administration

- a. Construction Management Plan - CONSTRUCTION MANAGER will, in consultation with the DISTRICT and other relevant team members, prepare a project-specific Construction Management Plan that describes roles and responsibilities of DISTRICT, PROJECT ENGINEER and CONSTRUCTION MANAGER's construction management personnel. The Construction Management Plan will include Engineering Services During Construction (ESDC) procedures, and contract administration and inspection procedures and forms.
- b. Correspondence - CONSTRUCTION MANAGER's staff will handle the logging, filing, tracking and processing of correspondence, submittals, RFIs/RFCs and other documents, all of which shall be directed to CONSTRUCTION MANAGER, prepare and distribute meeting minutes, evaluate progress payment applications and change orders and make recommendations regarding payment, to support other field services and services included under this Agreement.
- c. Review of Submittals - Submittals, including but not limited to Shop Drawings, Product Data, and Samples, will be received/logged and then transmitted to the PROJECT ENGINEER. CONSTRUCTION MANAGER shall forward PROJECT ENGINEER's determination to CONTRACTOR with due diligence. CONSTRUCTION MANAGER shall maintain and update a record of submittals, copies of submittals supplied by the CONTRACTOR and a record of all actions taken on submittals.
- d. RFCs/RFIs - Requests for Clarification (RFCs) and Requests for Information (RFIs) will be received/logged and then transmitted to the PROJECT ENGINEER for review. (Selected RFCs/RFIs may be handled in the field by CONSTRUCTION MANAGER when possible.) Where the RFC/RFI is transmitted to the PROJECT ENGINEER, the CONSTRUCTION MANAGER shall forward PROJECT ENGINEER's determination to the relevant CONTRACTOR and DISTRICT with due diligence. This subtask will be coordinated with the potential change order (PCO) process.
- e. Construction Delays – CONSTRUCTION MANAGER shall track construction schedule and weather delays. CONSTRUCTION MANAGER will review CONTRACTOR' requests for time extensions and make recommendations to DISTRICT regarding entitlement and the amount of time extension, if any. CONSTRUCTION MANAGER shall forward all such determinations to the relevant CONTRACTOR.

- f. Material Substitution Requests – CONSTRUCTION MANAGER shall receive material and equipment substitutions that may be proposed during construction; log all such proposals; and forward to PROJECT ENGINEER (Selected material and equipment substitutions may be handled in the field by CONSTRUCTION MANAGER when possible). Where the substitution is transmitted to the PROJECT ENGINEER, the CONSTRUCTION MANAGER shall forward PROJECT ENGINEER's determination to CONTRACTOR and DISTRICT with due diligence. In either case, CONSTRUCTION MANAGER will respond to substitution in writing with due diligence.
- g. Progress Meetings – CONSTRUCTION MANAGER shall conduct weekly construction progress meetings with each general CONTRACTOR, key SUB-Contractor and PROJECT ENGINEER, when needed, to review the Construction CONTRACTOR' three week look ahead schedule, review submittal, RFI/C, and PCO status and address issues affecting performance of the Work; prepare and distribute meeting minutes.
- h. Progress Reporting - CONSTRUCTION MANAGER will prepare written Monthly Progress Reports to the DISTRICT that will include a report on progress, report on budget, representative construction photos, submittal status, RFC/RFI and change order status, problem areas and proposed resolutions, testing performed, approved progress payments, and other pertinent information as the DISTRICT may request. CONSTRUCTION MANAGER shall present Monthly Progress Report to DISTRICT BOARD at one of the two regularly scheduled DISTRICT BOARD meetings.
- i. Certified Payroll - CONSTRUCTION MANAGER will periodically review the CONTRACTOR' certified payroll reports in accordance with requirements of applicable law and shall notify the DISTRICT of any suspected noncompliance.

2. Progress Photos.

CONSTRUCTION MANAGER will on a daily work basis during construction take representative still photos and video to document the site conditions and status of the Work. The construction records will be organized and identified as to date, location, and subject. All construction photos will be digital images electronically marked with the date and time stamped on each such photo. The photos and video will be available for use by DISTRICT during construction, and delivered to the DISTRICT upon completion of the Project.

3. Inspection.

- a. Inspections – CONSTRUCTION MANAGER shall manage and perform inspection services for the Project. CONSTRUCTION MANAGER shall provide all appropriate construction inspection and maintain testing logs

and reports, maintain lists of non-conforming work and prepare punchlists, take videos and photographs, and coordinate with DISTRICT and PROJECT ENGINEER. All inspections shall be performed by appropriately qualified personnel. CONSTRUCTION MANAGER will deliver written test reports to the DISTRICT within two working days of receipt. CONSTRUCTION MANAGER will notify CONTRACTOR of unsatisfactory test results and follow up regarding corrective work and retesting.

- b. Special Inspections and Testing – CONSTRUCTION MANAGER shall recommend, arrange and contract for special inspection or testing of the Work in accordance with the provisions of the Contract Documents.
- c. Review inspection and testing reports – CONSTRUCTION MANAGER shall advise DISTRICT of results and make recommendations regarding further testing or inspection as appropriate.

4. **Quality Review.**

- a. Quality Review – CONSTRUCTION MANAGER shall establish and implement a program to monitor the quality of the construction for compliance with the Contract Documents. The purpose of the program shall be to guard the DISTRICT against defects and deficiency in the work of the Contractor.
- b. Evaluation of Work – CONSTRUCTION MANAGER shall recommend to DISTRICT, in writing, the rejection of Defective Work and Work that does not conform to the Contract Documents, code requirements, approved Shop Drawings, Product Data and Samples, or Clarification Drawings.
- c. Authority Limitations - CONSTRUCTION MANAGER is not authorized as a part of the Services to change, revoke, alter, enlarge, relax, or release any requirements of the Contract Documents or to approve or accept any portion of the Work not performed in accordance with the Contract Documents.

? RFI

5. **Site Visits & Meetings.**

The CONSTRUCTION MANAGER shall visit the site on each work day to observe the progress of the Project and to become generally familiar with the progress and quality of the work performed. CONSTRUCTION MANAGER shall promptly notify DISTRICT of work that does not conform to the Contract Documents. CONSTRUCTION MANAGER shall provide written reports of work and conditions observed to DISTRICT promptly following each site visit. The priorities for site visits and meeting attendance will be included in the Construction Management Plan.

6. Daily Reports.

CONSTRUCTION MANAGER will prepare daily written reports that describe the work performed, staffing, construction equipment used, major equipment deliveries, weather, delays and other events. The reports will identify work performed on a time and materials basis and the resources employed on that work. CONSTRUCTION MANAGER will take date-stamped electronic photographs as appropriate to document conditions and events at the site. CONSTRUCTION MANAGER will deliver the daily reports to the DISTRICT no less than once each week.

7. Materials Testing.

CONSTRUCTION MANAGER will retain a materials testing firm to perform soil compaction and concrete strength testing to verify that the Work complies with the Contract Documents. Compaction testing reports will be filed and logs of compaction testing results will be maintained including confirming that failing tests are covered by a passing retest and/or materials are corrected. (NCSD's preferred testing firm is Fugro West, however, other firms may be used).

8. Surveying.

CONSTRUCTION MANAGER will retain a California licensed surveyor to periodically verify grades during installation of pipelines and structures as often as CONSTRUCTION MANAGER considers necessary and appropriate to address conditions in the field to assure that the work complies with the Contract Documents.

9. Payment Applications.

- a. Application Evaluation - CONSTRUCTION MANAGER shall review the payment applications submitted by CONTRACTOR and determine whether the application is complete. If the application is complete, CONSTRUCTION MANAGER shall determine whether the amount requested reflects the actual status of the CONTRACTOR' work. If the application is not complete, CONSTRUCTION MANAGER shall return the payment application to CONTRACTOR with a written notice of non-compliance. CONSTRUCTION MANAGER shall make appropriate adjustments and administrative deductions to each payment application and shall prepare and forward a Progress (or Final) Payment report to the DISTRICT. CONSTRUCTION MANAGER shall take appropriate action on each payment application so that NCSD can respond in accordance with the time periods set forth in Public Contract Code Section 20104.50.

- b. Progress Payment Report - The Progress Payment Report shall state the total contract price, including adjustments to the Contract Price (pending and approved), administrative deductions, payments to date, current payment requested, including any payment for stored materials, retainage earned, administrative deductions, status of the contingency, and a recommendation regarding amounts to be paid for the current period. In addition to these items, the Final Payment Report shall state whether the CONTRACTOR has complied with the project closeout requirements, including record documents, warranties, and operations and maintenance manuals.
- c. Certification of Payment - CONSTRUCTION MANAGER's certification for payment shall constitute a representation to the DISTRICT, based on CONSTRUCTION MANAGER's observations at the site and on the data comprising the CONTRACTOR' Application for Payment, that the Work has progressed to the point indicated, that the Work for which payment is certified is in accordance with the Contract Documents, and that CONTRACTOR have satisfied all of the contract requirements for payment. The foregoing representations are subject to an evaluation of the WORK for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, and to minor deviations from the Contract Documents correctable prior to completion. The CONSTRUCTION MANAGER'S recommendation for payment will further constitute a representation that the CONTRACTOR are entitled to payment in the amount certified.

10. Schedules.

- a. Schedule Tracking - CONSTRUCTION MANAGER shall review each CONTRACTOR' baseline construction schedule and shall verify that the schedule is prepared in accordance with the requirements of the Contract Documents.
- b. Schedule Evaluation - CONSTRUCTION MANAGER will review each CONTRACTOR' baseline construction schedule and monthly schedule updates to evaluate logic between construction activities, key activity durations, and critical path activities. CONSTRUCTION MANAGER will confirm that all specified submittal reviews, construction sequencing requirements, milestones and project constraints, startup and testing activities, and punchlist and closeout activities are included.
- c. Schedule Reporting - CONSTRUCTION MANAGER shall, on a monthly basis, review the progress of construction of each CONTRACTOR, evaluate the percentage complete of each construction activity as indicated in the CONTRACTOR' Construction Schedule, and review such percentages with each CONTRACTOR. Based upon this information,

CONSTRUCTION MANAGER will prepare and distribute to the DISTRICT a Construction Schedule Report. The Report shall indicate the actual progress of each CONTRACTOR compared to scheduled progress and shall help to verify the amount of progress payments to Contractor. CONSTRUCTION MANAGER shall advise and make recommendations to the DISTRICT concerning the alternative courses of action that the DISTRICT may take in its efforts to achieve contract compliance by the Contractor.

- d. Evaluation of Change Requests - CONSTRUCTION MANAGER shall advise the DISTRICT as to the merits and effect of time extensions requested by the Contractor.
- e. Authority to Secure Information - CONSTRUCTION MANAGER may require the CONTRACTOR to prepare and submit a Recovery Schedule, as specified in the Contract Documents. CONSTRUCTION MANAGER shall evaluate any recovery schedule submitted by a CONTRACTOR for compliance with the Contract Documents and effectiveness.

11. Change Orders

- a. PCO Process - CONSTRUCTION MANAGER shall establish and implement a Potential Change Order (PCO) tracking system in which each DISTRICT initiated change order and each CONTRACTOR initiated claimed extra work item and/or time order change request is assigned a discrete number for tracking, filing, and processing purposes. All proposed change orders shall first be described in detail by CONSTRUCTION MANAGER in a change proposal request to the CONTRACTOR and DISTRICT and shall be accompanied by technical drawings and specifications, if necessary.
- b. Change Proposal Requests - In response to the change proposal request, the CONTRACTOR shall submit to CONSTRUCTION MANAGER for evaluation detailed information as specified in the Contract Documents concerning the cost and time adjustments, if any, as may be necessary to perform the proposed change order work. CONSTRUCTION MANAGER shall review the CONTRACTOR' information and request for changes to the Contract Time and/or Contract Price submitted by a CONTRACTOR, assemble information concerning the request, endeavor to determine the cause of the requests, and forward said information to PROJECT ENGINEER and DISTRICT. If requested by the DISTRICT, CONSTRUCTION MANAGER will provide a written recommendation regarding approval or denial of the change order request.
- c. Change Proposal Evaluation - CONSTRUCTION MANAGER shall receive PROJECT ENGINEER's written recommendations to the DISTRICT

concerning the proposed change order prior to the DISTRICT's execution of change orders. CONSTRUCTION MANAGER shall verify that change order work and adjustments of Contract Time, if any, required by approved change orders are incorporated into the CONTRACTOR' Construction Schedule. CONSTRUCTION MANAGER will prepare a written response to the relevant CONTRACTOR stating rationale for decision if requested by the DISTRICT.

- d. Change Order Preparation - CONSTRUCTION MANAGER will prepare Change Orders and related documents once the DISTRICT has approved the change, secure signatures, and forward the executed Change Order to the relevant CONTRACTOR, the DISTRICT and the PROJECT ENGINEER.
- e. Authority to Secure Cost Information - In instances when a lump sum or unit price is not determined prior to performing work described in a change proposal request, CONSTRUCTION MANAGER shall request from the CONTRACTOR records of the cost of labor, materials, and equipment, and the amount of payments to SUB-Contractor incurred by the CONTRACTOR in performing the work as specified in the Contract Documents. CONSTRUCTION MANAGER shall review the cost information and make a written recommendation to the DISTRICT regarding the amount of the change order to be issued.
- f. Authority to Secure Time Information - In instances when a change to the Contract Time is not determined prior to performing work described in a change proposal request, CONSTRUCTION MANAGER shall request from the CONTRACTOR information regarding the schedule impact of the change as specified in the Contract Documents, review the time request, and make a written recommendation to the DISTRICT regarding any adjustment to the contract time.

12. CONTRACTOR Claims and Disputes.

- a. Claims Review - CONSTRUCTION MANAGER shall review all claims and supporting documents filed by a CONTRACTOR in connection with the Project. CONSTRUCTION MANAGER shall promptly notify the DISTRICT in writing of any claim. CONSTRUCTION MANAGER shall request and review supporting documents from the CONTRACTOR that filed the claim, consult with PROJECT ENGINEER, and prepare and deliver to DISTRICT a written analysis of each claim. The analysis will include documents, photographs, and other materials appropriate for the DISTRICT's use in understanding and evaluating the CONTRACTOR' claim, address the CONTRACTOR' entitlement for the claim and include a recommended response to the claim.

- b. Claims Processing - CONSTRUCTION MANAGER will implement the DISTRICT's decision on each claim by preparing and delivering all appropriate written response to the CONTRACTOR and any other necessary documents, such as Change Orders, necessary or appropriate to resolve the claim.
- c. Claims Discussion - CONSTRUCTION MANAGER will participate in meetings and claims resolution proceedings.

13. Third Party Claims and Disputes.

- a. Third Party Claims - CONSTRUCTION MANAGER shall review all claims and supporting documents filed by third parties in connection with the Project. CONSTRUCTION MANAGER shall promptly notify the DISTRICT and CONTRACTOR in writing of any claim. CONSTRUCTION MANAGER shall request and review supporting documents from the claimant, and prepare and deliver to DISTRICT and CONTRACTOR a written analysis of each claim. The analysis will include documents, photographs, and other materials appropriate for the DISTRICT's use in understanding and evaluating the third party's claim and include a recommended response to the claim.
- b. Third Party Claims Discussion - CONSTRUCTION MANAGER will participate in meetings and claims resolution proceedings.

14. Project Closeout.

- a. Submittal Review - CONSTRUCTION MANAGER shall receive CONTRACTOR submittals and marked up-drawings and forward all such submittals to PROJECT ENGINEER for preparation of Record Drawings.
- b. Manual, Warranty and Guarantee Evaluation - CONSTRUCTION MANAGER shall evaluate Contractor submitted operation and maintenance manuals, warranties and guarantees for materials and equipment installed on the Project as required by the Contract Documents in consultation with PROJECT ENGINEER.
- c. Substantial Completion - In consultation with the DISTRICT and PROJECT ENGINEER, CONSTRUCTION MANAGER shall review each CONTRACTOR'S request for substantial completion and final completion and recommend to the DISTRICT when each CONTRACTOR'S work is substantially and finally complete. CONSTRUCTION MANAGER shall, prior to issuing a Certificate of Substantial Completion on any contract or phase of the work, compile a list of incomplete work and work that does not conform to the Contract Documents. This list shall be attached to the Certificate of Substantial Completion. CONSTRUCTION MANAGER

shall, upon DISTRICT's approval, issue the Certificate of Substantial Completion and Certification of Final Completion to the relevant CONTRACTOR.

- d. Final Inspection of Works – CONSTRUCTION MANAGER with consultation with PROJECT ENGINEER shall confirm the satisfactory completion of contract and change order work and to perform a final inspection of project WORKS. Prepare the final punchlist and verify completion of punch-list items.
- e. Final Project Report – CONSTRUCTION MANAGER shall prepare Final Project Report that states the adjusted contract price, including all approved adjustments to the contract price, payments made, administrative deductions for stop notices, liquidated damages, etc., final accounting of the contingency, schedule summary and pending claims or disputes. Turn over all project records including field office video and still photo files to the DISTRICT upon project completion.
- f. Notice of Completion – CONSTRUCTION MANAGER shall prepare recommendation for filing of the Notice of Completion and initiating the stop notice-filing period and prepare the final payment.
- g. Warranty Closeout – CONSTRUCTION MANAGER shall establish a "Need for Warranty Work Notification" system to be used by the DISTRICT during the applicable warranty period. Prior to end of warranty period schedule and participate in a walk through of all warranty systems and submit written recommendations to DISTRICT regarding acceptance or rejection of all such systems.

T:\DISTRICT PROJECTS\SUPPLEMENTAL WATER\SANTA MARIA SUPPLEMENTAL WATER\CONSTRUCTION MGMICM TASKS - FINAL.DOC

SOUTHLAND PROPOSAL RANKING SHEET							
STAFF MEMBER	FIRMS						
	Cannon	Covello	MNS	P&S	URS	Vanir	WSC
Bruce Buel	77	65	84	68	72	66	71
Peter Sevcik	73	64	75	47	71	51	46
Tina Grietens	57	58	66	60	57	50	72
TOTAL	207	187	225	179	200	167	189
Rank	2	5	1	6	3	7	4

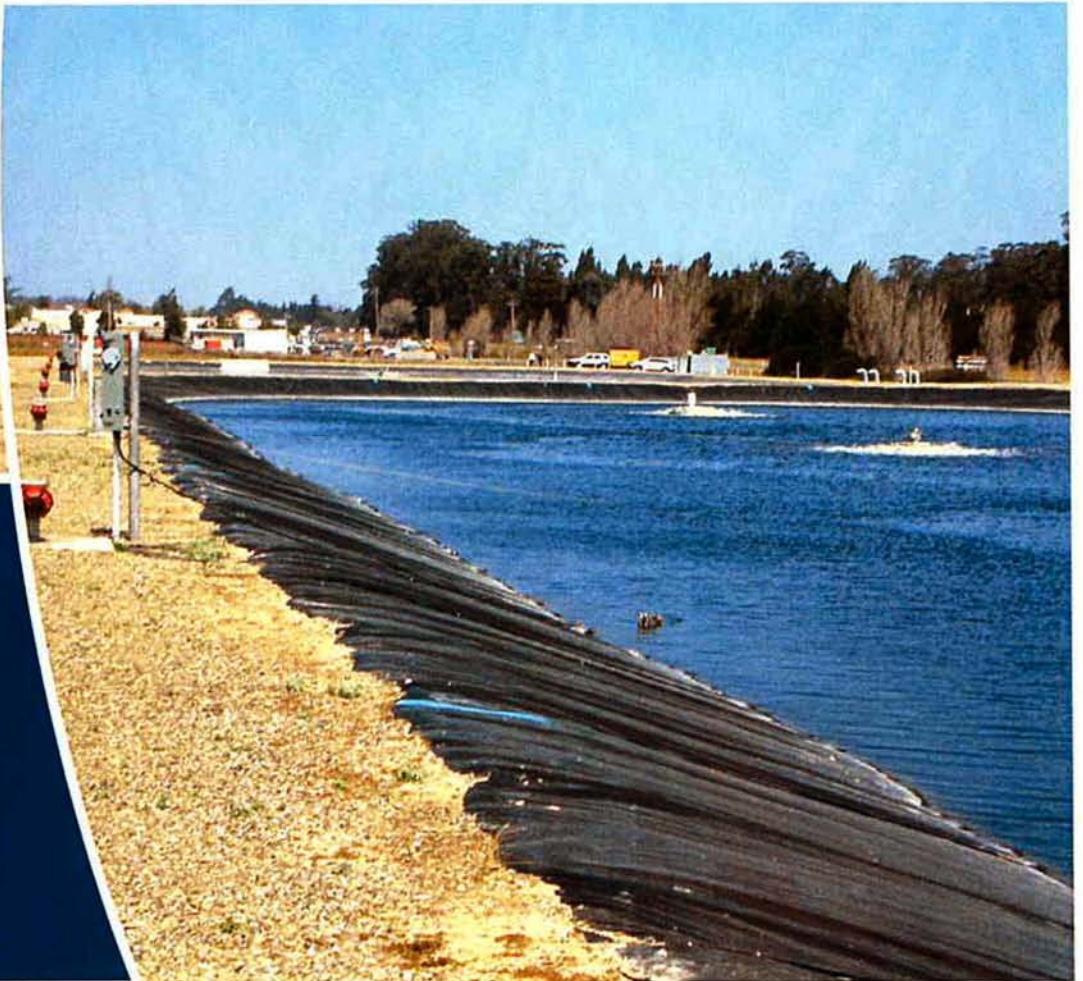
REVIEW CRITERIA

CATEGORY	POINT RANGE
Responsiveness to RFP	0 to 25
Understands Problem	
Proposes Creative Solutions	
Addresses Each Required Task	
Alternative Proposed	
Objections/Resolution re Agreement	
Work product timeliness	0 to 15
Reasonableness	
Team qualifications and expertise	0 to 25
Quality of Team Leader	
Quality of Support Team	
Emphasis on Pond Technology	
Prior experience similar services	0 to 25
Similar Calif Local Government	
Emphasis on Biolac Technology	
Coordination with CC RWQCB	
Cost	0 to 10
Value for Proposed \$	

April 2009

Proposal for Construction Management Services SOUTHLAND WASTEWATER TREATMENT FACILITY UPGRADE

Nipomo Community Services District



SAN LUIS OBISPO
2231 Broad Street
San Luis Obispo, CA 93401
(805) 787-0326 Office
www.mnsengineers.com

Copy of document found at www.NoNewWipTax.com


ENGINEERS INC



SAN LUIS OBISPO
2231 Broad Street
San Luis Obispo, CA 93401
805.787.0326 Phone

April 20, 2009

Mr. Bruce Buel
General Manager
Nipomo Community Services District
148 South Wilson Street
Nipomo, CA 93444

**SUBJECT: PROPOSAL FOR CONSTRUCTION MANAGEMENT SERVICES
Southland Wastewater Treatment Facility Upgrade Project**

Dear Mr. Buel:

MNS Engineers, Inc. (MNS) is pleased to submit the enclosed proposal and cost estimate to provide construction management services for the Southland WWTF Upgrade Project. We are greatly interested in further serving the Nipomo Community Services District.

With a local San Luis Obispo office and a team of expert construction management (CM) professionals, MNS is readily available and highly qualified to deliver the Southland Upgrade Project. CM is one of our cornerstone services, and we have a reputation for successful project completion and agency coordination. We have a wide range of experience in CM for wastewater system and treatment facilities.

MNS is currently providing CM and inspection for the District's Waterline Intertie project – a project also designed by AECOM. MNS offers the District the following benefits if selected to also complete the Southland project:

- ✓ MNS is already familiar with the design team and agency staff.
- ✓ The District would have one point-of-contact for coordinating both projects.
- ✓ This sharing of resources can contribute greatly to potential time and cost savings for the District, as well as the contractors.

We understand that the District seeks a qualified construction management firm to oversee delivery of improvements to its Southland Wastewater Treatment Facility. The overall goal of the project is to improve operational efficiency and purification quality of discharge. Engineering design is provided by AECOM, and construction will include an influent pump station, screening and grit removal works, installation of a Biolac[®] wave oxidation treatment system, reconfiguration of the current treatment and sludge storage ponds, lining of sludge drying beds, and plumbing and instrumentation as related to the system.

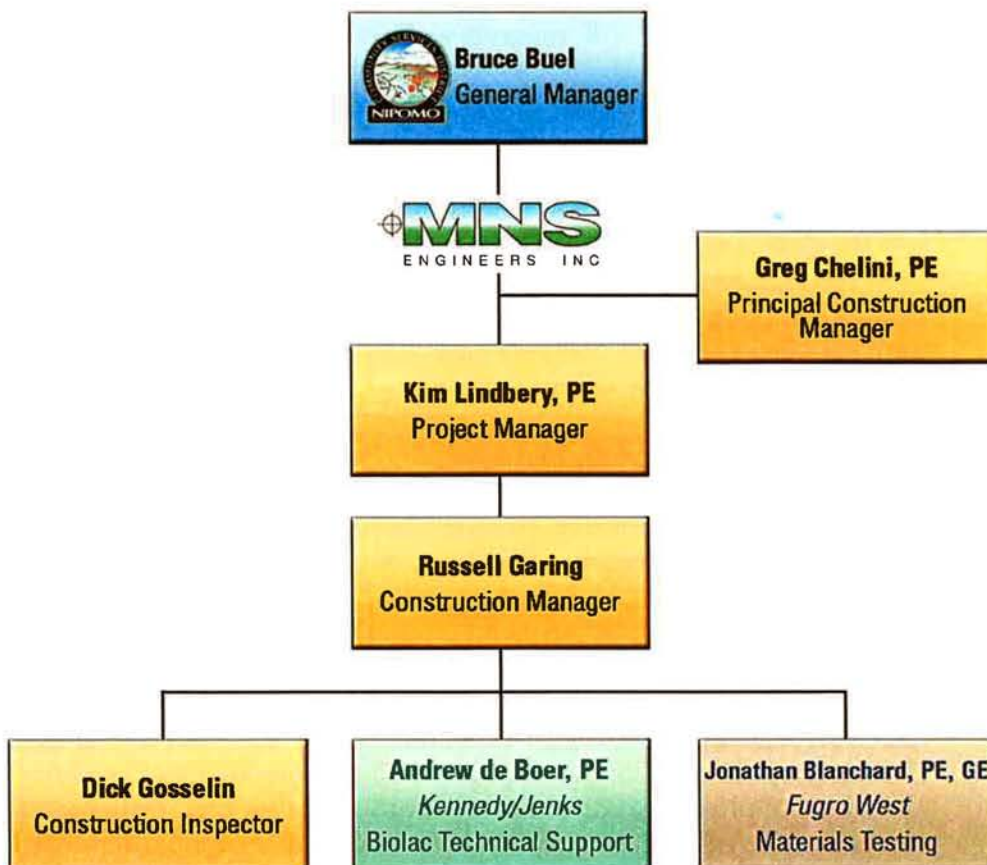
Leading the team is Project Manager, Kim Lindbery, and Construction Manager, Rusty Garing. Both Kim and Rusty have numerous years of experience managing similar projects in the area. Kim is assisting the District with the Water Intertie project and will provide a high level of coordination and continuity to the District's project team. Rusty has provided construction management services to the District on its previous plant improvement projects and is familiar with the plant operations and District standards.

I. Project Team

MNS offers the Nipomo Community Services District a highly qualified, committed team assembled to specifically meet the needs and requirements of this project. With MNS providing similar construction support services to the District on the Water Intertie project the District will get a cohesive project team by utilizing the same Construction Management (CM) team and design firm on the Southland Wastewater Treatment Plant Upgrade project. The MNS team is based locally and has a depth of experience with both water and wastewater projects in the area. Our team is familiar with local conditions, agency standards, as well as state and federal requirements.

An advantage of utilizing similar design and CM teams on the wastewater upgrade project is increased project coordination and communication, which will result in a more efficient and streamlined project and provide for more effective use of District staff time. This will also provide for more efficient use of CM resources which should translate into probable cost savings during the construction phase of the project.

MNS utilizes a customized system to effectively manage critical project items such as schedule, costs, and documentation. We assign certain responsibilities to the members of the team in order to assure that the project goals and milestones are met or exceeded. We utilize project software such as MS Project and SureTrak to track the progress of the project.



equipment, blower building construction, and electrical work. He is familiar with the District and knowledgeable of the plant's operations as well as plant controls and SCADA system design and implementation.

Dick Gosselin, Construction Inspector

Mr. Gosselin will be dedicated full time to the Southland Upgrade project during the construction phase. He will provide on-site inspection of the work and assure that the project is being constructed per the contract documents. An experienced Inspector and Construction Manager, Dick has managed and inspected several improvement projects for wastewater treatment plants and collection systems. He is currently the project Inspector for the Ventura Wastewater Treatment Plant Nutrient Removal project for which MNS is providing construction management.

Andrew de Boer, P.E. (Kennedy/Jenks) - Biolac® Technical Support

Mr. de Boer will provide any additional technical support, bringing his particular expertise working with Biolac® Wastewater Systems on several projects. Andrew has 20 years of experience, with particular experience in project management, project engineering and construction oversight of wastewater treatment facilities. He will be available to the CM team as needed.

Fugro West, Inc. - Materials Testing

Fugro joins the MNS team to provide construction materials testing. Key Fugro personnel include Jonathan Blanchard, P.E., G.E., and Nephi Derbidge, E.I.T. Mr. Blanchard will be the team's primary contact; he is currently managing the geotechnical services for design phase of the Southland Upgrade project.

**Experience &
References**

GREG CHELINI, PE

Principal Construction Manager – MNS Engineers, Inc.

Areas of Expertise

- Construction management and inspection
- Transportation projects
- Sewer and water projects
- Constructability reviews
- Contract administration
- Public agency coordination

Years of Experience: 20+

Licensing

- Professional Civil Engineer, CA - 48181

Education

- B.S. Civil Engineering, Cal Poly, San Luis Obispo

Mr. Chelini has over twenty years of construction management and project management experience working for public agencies. Prior to joining MNS, Greg worked twelve years for the California Department of Transportation. Greg's lifetime experience has prepared him to be a dynamic team leader in the supervision and administration of all aspects of Construction Management.

His extensive work experience makes him highly qualified for supervision of staff on concurrent projects; administration of multiple projects; support of field staff; project team quality control; applying value engineering concepts to projects; consulting with various project players to facilitate efficient job progress and maintain the integrity of the project; coordination with public agencies; and maintaining project schedule and budget.

Principal Construction Manager, Various Projects

Greg has provided project oversight as Principal-in-Charge for numerous wastewater system and facility projects, including:

- Ventura Wastewater Treatment Plant Nutrient Removal Improvements – City of Ventura
- Waterline Intertie Project – Nipomo Community Services District
- Rancho Monte Alegre Water Tank & Transmission Line – Carpinteria Valley Water District
- Patterson Reservoir Replacement – Goleta Water District
- Hollister Avenue Interceptor – Goleta West Sanitary District
- Solomon-Dutard Trunk Sewer Line – Laguna County Sanitation District

Principal Construction Manager, On-Call Construction Inspection

MNS provides inspection services as part of the On-Call contract involving land development, streets and roadways, drainage, utilities and paving projects. Greg acts as Project Manager, coordinating with the client agencies to provide adequate personnel and services to meet their various needs. He has worked with the following clients in this capacity: Caltrans Districts 5, 7 & 59; City of Simi Valley; County of Ventura; County of Santa Barbara; County of San Luis Obispo; and Transportation Agency of Monterey County.

KIM LINDBERY, PE

Resident Engineer – MNS Engineers, Inc.

Areas of Expertise

- Wastewater treatment facilities
- Water and sewer lines
- Construction management
- Project oversight
- Caltrans procedures

Years of Experience: 21

Licensing

- Professional Civil Engineer, CA - 050987

Education

- B.S. Civil Engineering, Cal Poly, San Luis Obispo

Ms. Lindbery has significant career experience in project management for civil design and construction management, specializing in water resources and wastewater projects. She has more than 12 years of experience in construction management for sewer and wastewater projects in particular. Kim was previously a Senior/Principal Engineer with the Contra Costa Water District, overseeing capital improvement projects with costs up to \$65M. She is well-versed with Resident Engineering, project inspection, public relations, hazardous materials, multi-agency coordination and environmental restrictions. Kim is frequently called upon for her project management expertise to staff MNS projects. Her relevant experience includes:

Wastewater Treatment Plant Upgrade – City of Paso Robles

Kim was RE/Inspector and provided contract administration and inspection for this \$4M plant upgrade project. Project included construction of a concrete digester, reconditioning of existing digesters, a new digester control building, above-ground steel sludge holding tank, dewatering facility, upgrades of two digesters, installation of mixing pumps, relocation of PG&E transformer, and installation of a new switchgear box and piping. Construction involved continued operation of the treatment plant during the upgrade. There was also extensive lead abatement and start-up and testing of the new belt-press system.

District Engineer Staff Extension and Resident Engineer Cambria Community Services District – Cambria, CA

Assisting the District Engineer during peak work load times, Kim prepared RFPs and assisted with plan review, project bidding and oversight, public relations, and resident engineering and inspection. She also served as Resident Engineer and Inspector for the Pine Knolls Tank Project which involved demolition of two existing treated water tanks and reconstruction of two new above ground welded steel tanks.

Senior/Principal Engineer, Contra Costa Water District – Concord, CA

Kim was responsible for contract administration, inspection and project staff supervision, plan and specification preparation and review, construction management, as well as public relations and partner liaison activities. This work included preparing estimates, negotiating change orders, managing construction conflicts, reviewing schedules and progress payments, preparing project updates and reports for the Board of Directors. Kim managed the Main Replacement and Relocation programs, including scheduling replacements, preparing budgets, reviewing designs, and acting as Construction Manager on major projects.

River Road Interceptor Sewer Upgrade – City of Paso Robles

Kim is currently working for Boyle/AECOM providing inspection services for the City's 30" PVC sewer interceptor and upgrade project in River Road. This project involves replacement of an existing 27" VCP sewer with a new 30" PVC sewer by using a bypass system to manage the sewer during removal and replacement of the existing main.

RUSSELL S. GARING

Construction Manager

Areas of Expertise

- Construction management and inspection
- Wastewater and water treatment facilities – construction and operation

Years of Experience: 25+

Certifications

- Registered Construction Inspector, Division I – Engineering, ACIA
- Water Treatment Plant Operator, Grade 4 – CA State Department of Health Services
- Water Distribution Operator, Grade 3 – CA State Department of Health Services

Education

- B.A., Geology – California State University, Chico
- A.A. – Cuesta College, San Luis Obispo

Mr. Garing is a highly experienced construction manager with accumulated career expertise in wastewater treatment facility projects - specifically for the Santa Barbara and San Luis Obispo region. Rusty has provided services for several Nipomo Community Services District projects, including sewer line, water reservoir, treatment plant improvements, waterline, and groundwater well projects. He has also delivered treatment plant projects for the City of Santa Maria, Grover Beach, Lompoc, Pismo Beach, and the Avila Beach Community Water District. His experience as Construction Manager includes the following projects:

Nipomo Community Services District

- Southland Wastewater Treatment Plant Improvements, Ph I & II
- Black Lake Wastewater Treatment Plant Improvements
- Montecito Verde II Sewer Line Construction
- Tefft Street Waterline & Reservoir No. 4
- Summit Station Water Storage Reservoir
- Reservoir No. 5

City of Lompoc

- Water Treatment Plant Facility Upgrades
- Water Treatment Plant Filter Addition Project
- Water Treatment Plant Clarifier Drive, Rake Arm
- Well No. 9
- Liquid Chlorine Storage and Feed Facility

City of Santa Maria

- Water Blending & Disinfection Facility

City of Grover Beach

- Nitrate Removal Water Treatment Plant – Chief Operator
- Nitrate Removal Water Treatment Plant – Construction & Improvements, Various Projects

City of Pismo Beach

- Wastewater Treatment Plant Digester No. 2
- Wastewater Treatment Plant Expansion
- Water Treatment Plant Iron & Manganese Removal Upgrades

Avila Beach Community Water District

- Wastewater Treatment Plant Improvements

RICHARD "DICK" GOSSELIN

Construction Inspector – MNS Engineers, Inc.

Areas of Expertise

- Public works project administration
- Construction inspection
- Caltrans
- Wastewater facilities
- Roadways and bridges

Years of Experience: 30+

Licensing

- General Engineering & Building Contractor – No. 259220

Education

- Glendale Community College

Mr. Gosselin has over 30 years of experience in the construction industry as a construction inspector, field engineer, public works director, owner, supervisor, and superintendent. His experience includes the construction of water and wastewater facilities, concrete structures, drainage facilities, underground utilities, roadways and bridges. Dick is familiar with all aspects public works construction as both contractor and Public Agency Representative. His project experience includes:

Wastewater Treatment Plant Nutrient Removal – City of Ventura

Dick is the project inspector for this \$14M upgrade to improve the nutrient removal capabilities of the present system. The project includes construction of a filtrate equalization tank, bioaugmentation/re-aeration reactor, anoxic tanks, modifications to the existing aeration tanks, pumping stations, sludge pumping station, modifications to the existing dissolved air flotation thickener facilities, demolition or abandonment of existing facilities, piping, and electrical work.

Various Projects – City of Simi Valley

As part of the City's on-call contract, Dick provided construction inspection services on several capital improvement projects for the City. Projects included water and sewer line replacement, drainage facilities, roadway reconstruction, AC paving, miscellaneous concrete, curb and gutter, traffic control, coordination with utilities and other City staff.

Avalon Wastewater Treatment Plant – City of Avalon

Dick acted as Project Manager/ Construction Manager/Inspector for the design and construction for the rehabilitation of the City's 1.2 MGD wastewater treatment plant. The project consisted of reconstructing two pump stations; replacing 1.25 miles of the existing 12" force main that delivered sewage from the city to the plant; reconstruction of the aerobic digesters; installation of a new coarse bubble aeration system; reconstruction of two secondary clarifiers and the construction of additional clarifiers; reconstruction of the trickling filters, construction of new drying beds, and the installation of sludge dryers. As CM/Inspector Dick managed and inspected all aspects of the work. Responsibilities included contract administration, coordination with plant and City staff, daily inspection and documentation, schedule and budget control, overall quality assurance.

Director of Public Works – City of Avalon

Duties included the budgeting, management and responsibility for the city's street department, wastewater treatment plant and collection system, salt water intake pumps, reservoirs and distribution system, public buildings, and overall maintenance of the city and its facilities. Dick was also responsible for the development and administration of construction projects which included an expansion of the wastewater treatment plant, reconstruction of streets, new transportation terminal, and sea wall improvements.

Andrew de Boer, P.E.

Principal / Project Manager / Process Engineer

Education

Master in Civil Engineering (Environmental), University of British Columbia, 1990
Bachelor of Applied Science in Bio-Resource Engineering, University of British Columbia, 1988

Registration

Professional Engineer in California and Washington

Professional Summary

Mr. de Boer has 20 years of experience in project management and engineering of municipal and industrial projects. His experience encompasses planning and feasibility studies, pilot testing, detailed design, project management and construction management.

Mr. de Boer has particular experience in project management, project engineering and process design of wastewater treatment facilities. His project work includes and headworks, wastewater treatment plants, sewage lift stations, solids handling facilities, odor control systems and large diameter sewers. His major project experience includes the following:

Wastewater Treatment and Collection

- *Wastewater Treatment Plant Improvements, City of Willows, CA.* Project Engineer for a 2-MGD wastewater treatment plant upgrade to tertiary treatment for 100% reuse. The work included design and construction of headworks with automated screens, replacement of influent pumps, upgrade of lagoons with a Biolac® floating fine bubble diffuser system, blower building, operations building, clarifiers, Dynasand™ continuous backwash upflow sand filters, chlorine contact tanks and chemical feed systems for disinfection to California Title 22 requirements.
- *Wastewater Treatment Plant Improvements, City of Orange Cove, CA.* Project Manager/Project Engineer for a 3-MGD wastewater treatment plant upgrade. The work included project budgeting and coordination of grant funding between funding agencies, permitting (Regional Board Report of Waste Discharge and Sludge Management Plan, Department of Health Title 22 Report, Stormwater Pollution Prevention Plan). Design and construction work included replacing an existing facultative lagoon with a Biolac® extended aeration process, including headworks pumping and screening, clarifiers, sludge pumping, sludge drying beds, aerobic digesters and a blower building. A flood irrigation system was also designed to apply treated effluent to forage crops on a property adjacent to the plant.
- *Lake Don Pedro Wastewater Treatment Plant, Mariposa County, CA.* Project Engineer for a 100,000 GPD wastewater treatment plant. The work included design and construction of headworks screening facility, operations/blower building, Biolac® extended aeration basin with integral clarifier, chlorine contact tank, effluent storage pond, effluent irrigation system and sludge drying beds.

Jonathan D. Blanchard, P.E., G.E.

Principal

EDUCATION: M.S. Civil Engineering, University of Massachusetts, 1989
B.S. Civil and Environmental Engineering, Clarkson University, 1985
FHWA Courses: Rockfall Hazard Mitigation, Design and Construction of Deep Foundations, Geotextile Engineering, Permanent Ground Anchors
Others: ASCE Strong Ground Motion Workshop, PCA Concrete Streets and Intersections, ACI Design and Construction of Hot-Mix Pavements

QUALIFICATIONS: Registered Civil Engineer, California, 1991, CE 47071
Registered Geotechnical Engineer, California, 1995, GE 2312

EXPERIENCE: Mr. Blanchard has more than 20 years of experience in geotechnical engineering. He has expertise in shallow and deep foundation design, soil retention systems, construction services, landslide and slope stability evaluations, pavement design, and soil response to seismic loading for slope stability and liquefaction evaluations.

He is experienced in geotechnical engineering and construction of pipelines, water storage, and wastewater treatment projects. He is experienced with trenchless construction techniques such as jacking and boring, tunneling, and directional drilling.

Santa Maria Wastewater Treatment Plant Expansion, Phase II. Geotechnical and construction services for construction of a clarifier, primary trickling filter, septage receiving station, a percolation pond pump station, and two digesters.

Water Reuse Project, City of San Luis Obispo. Project manager for geotechnical and construction materials testing services for treatment plant improvements and 7 miles of reclaimed water pipeline with trenchless creek/roadway crossings.

Central Coast Aqueduct Extension. Geotechnical and construction services for approximately 40-miles of pipeline excavation/backfill, materials/compaction testing, welding inspection, rock excavation, microtunneling, and stream bank stabilization.

Whale Rock Pipeline Geologic Hazards Vulnerability Assessment, City of San Luis Obispo. Project Manager and Geotechnical Engineer for the relocation of a ½ mile segment of the 30-inch pipeline in Morro Bay.

Los Osos Wastewater Project. Geotechnical report and construction services for a new treatment plant, about 40-miles of sewer main, and a disposal system.

Santa Barbara County Flood Control District. Project manager for geotechnical, construction management, and materials testing for 7 projects including 2 dams, 4 miles of pipelines, detention basins, drainage channels, retaining walls, and access roads.

College Avenue Sewer, Lompoc. Geotechnical study and construction quality assurance testing for 12,100 linear feet of sewer pipeline.

City of Santa Maria's State Water Tie-In and Well Header Pipeline Projects. Managed geotechnical study for approximately 7 miles (36 to 42-inch) of water supply pipelines with trenchless installations.

California Men's Colony Water Distribution System Improvements, San Luis Obispo County. Project Manager and Geotechnical Engineer for 27.5 miles of 6- 18-inch diameter pressure distribution and transmission main pipelines.

Goleta Water District Reclaimed Water Distribution System. Three phases of geotechnical engineering and construction services for 20 mi. of reclaimed water pipeline.

II. Qualifications

Construction Management Services (CM)

At MNS, CM is one of our cornerstone services. Our experience is quite extensive and we maintain a reputation of successful projects. We are experienced and proficient in every aspect of CM, including:

- Constructability reviews
- Project administration
- Team management
- Construction inspection
- Surveying and staking

MNS has managed construction and inspection for a variety of capital improvement projects, including wastewater treatment facility upgrades, new facility construction, sewer pipeline systems, and associated roadway and drainage improvements.

Relevant Project Experience & References: MNS ENGINEERS, INC.

Wastewater Treatment Plant Nutrient Removal Improvements City of Ventura, CA

MNS is currently providing full construction management, inspection, and overall project administration for this \$12M project which includes construction of a filtrate equalization tank, bioaugmentation reactor, two anoxic tanks; improvements to existing aeration tanks, mixed liquor recycle pumping station, return activated sludge pumping station, and modifications to the existing dissolved air flotation thickener facilities. Construction also includes excavation, structural concrete, piping, electrical and SCADA upgrades. Detailed coordination and planning is required for sequencing of the work and tie-ins, as the plant must continuously remain in operation throughout construction.

Contact: Brad Starr, Principal City Engineer, (805) 658-4778

Nipomo Waterline Intertie Project Nipomo Community Services District, CA

MNS is currently providing preconstruction services for the District on their estimated \$20M comprehensive waterline intertie project. Preconstruction services include Concept Design review, Constructability review at 60% and 95% design stage, and bid services. The project includes construction of several pipelines, two pumping stations, a 0.5MG water reservoir, horizontal directional drilling (HDD) within the river basin for a 24" pipeline, upgrades to existing well disinfection systems,



Hollister Avenue Interceptor
Goleta West Sanitary District, CA

For this new interceptor trunk sewer construction project, MNS prepared design plans, specifications and estimates, and provided construction management and inspection services. 7,000 ft of new trunk sewer line was installed down Hollister Avenue, including the construction of several manholes. Construction required extensive traffic control and shoring throughout the project. Coordination with permitting agencies such as the California Coastal Commission, County of Santa Barbara, and City of Goleta was required. Reaching the sewer required trenching up to 20 feet in depth and traversed numerous major utilities including high and low pressure gas lines, potable and reclaimed water lines, electrical transmission and distribution duct banks, and cable media fiber optic lines.

Contact: Mark Nation, General Manager, (805) 968-2617



Solomon-Dutard Trunk Sewer Line
County of Santa Barbara, Laguna Sanitation District, CA

MNS provided construction management and inspection services for this \$2M project which consisted of constructing over 18,000 feet of new sewer pipe along new alignment, the construction of 50 sewer man holes, the jacking and boring of casing at two different locations, and the retrofitting of a sewer lift station. One of the major project challenges were all of the environmental and ROW concerns. The construction of the new sewer line ran through multiple farms, two different environmentally sensitive areas, and had 5 different stream crossings. Continued biological monitoring was required as the construction went through areas of red-legged frog and tiger salamander habitat.

Contact: Martin Wilder, District Manager, (805) 739-8750



QUALIFICATIONS & PROJECT EXPERIENCE

Project Subconsultants

RUSSELL GARING / Garing, Taylor & Associates, Inc.

Mr. Garing is a highly experienced construction manager with accumulated career expertise in wastewater treatment facility projects - specifically for the Santa Barbara and San Luis Obispo region. Rusty has provided services for several Nipomo Community Services District projects, including sewer line, water reservoir, treatment plant improvements, waterline, and groundwater well projects. He has also delivered treatment plant projects for the City

Copy of document found at www.NoNewWipTax.com

Wastewater Treatment Plant Expansion: Multiple projects that included earthwork, construction of reinforced concrete aeration tanks, aeration equipment, DAF tank and drive, belt press, hydro-pneumatic tank, electrical work, control equipment, primary clarifier drive and rake-arm replacements, primary effluent line construction, replacement and lining of ocean outfall line, lift-station construction, gravity-main and force-main construction projects.

KENNEDY/JENKS CONSULTANTS

Kennedy/Jenks has assisted public agencies with their wastewater management needs for over 90 years. Through innovative application of new and proven technologies and purposeful participation in the drafting of regulations, we have established our role as a key player in wastewater consulting in the western United States.

Willows Wastewater Treatment Plant Improvements (Biolac® System) City of Willows, CA

Kennedy/Jenks recently completed planning, design, and construction management for this treatment plant expansion and upgrade from 1.1 to 2 MGD. This work included the conversion of an aeration-settling pond treatment to two Biolac® Extended Aeration Treatment Basins of 1 MGD capacity each followed by secondary sedimentation, flocculation, tertiary upflow granular media filtration and chlorination-dechlorination to meet Title 22 Reclaimed Water Requirements for discharge to the Glen-Colusa Irrigation District Canal.



Wastewater Treatment Plant Improvements (Biolac® System) City of Orange Cove, CA

Upgrades included increasing the capacity of the plant from a current design capacity average dry weather flow of 1.0 MGD, and peak from of 3.0 MGD; to 2.0 MGD average dry weather daily flow and peak flow of 6.0 MGD. The average wet weather flow will be 3.0 MGD. Scope of work included: Design and construction of new headworks; Upgrade of lagoons with a Biolac® floating fine bubble diffuser system; Installation of automatic shut-off valves at the chlorination facility; Lined sludge drying beds and sludge storage ponds.

Don Pedro Sewer Zone 1 (Biolac® System) County of Mariposa, CA

Kennedy/Jenks prepared construction documents for wastewater collection improvements for this residential sewer zone, including a new headwork screen, meter, Biolac® extended aeration-biological nitrogen removal facility, with integral clarifier, hypochlorite feed facilities and chlorine contact chamber, effluent storage, a new pump station and force main, and disposal facilities for a flow of 100,000 gpd.



Approach

III. Approach

PROJECT UNDERSTANDING

The Nipomo Community Services District plans on constructing significant upgrades to the Southland Wastewater Treatment Facility to correct wastewater deficiencies and discharge violations in response to the Notice of Violation received from the Regional Water Quality Control Board in 2005. The District hired AECOM to prepare a Master Plan to assist in addressing future improvements to bring the plant the needed processing capability and functionality to meet current and future wastewater demand. The planned upgrades will also increase the permitted capacity of the plant from .9 million gpd to 1.4 million gpd to meet future growth projections to year 2030.

As addressed in the Master Plan, AECOM recommends several improvements to the plant. These include replacement of the existing 12" sewer line along Frontage Road with a 21" line, which will be constructed in the Water Intertie project; replacing the existing pump station including a new wet well and installing three new screw centrifugal pumps; constructing a new headworks that would include two parallel shaftless screw screens and a vortex grit removal system to increase effluent quality and reduce maintenance issues.

The main objective of the plant upgrades is to meet the required effluent requirements for permitting; thus improving the treatment process. Four different alternatives were reviewed with the chosen method being conversion of the existing aeration basins to the Biolac® Wave Oxidation System. The Biolac® Wave Oxidation System is an extended aeration process that utilizes a longer solids retention time and moving aeration chains to reduce BOD and TSS concentrations to below 15 mg/L and total nitrogen less than 10 mg/L. The preliminary plan shows retrofitting the existing aeration ponds 3 and 4 with the Biolac® wave oxidation systems and constructing two clarifiers, with primary ponds 1 and 2 being converted to aerated sludge holding lagoons.

KEY COMPONENTS

MNS has reviewed the current Master Plan prepared by AECOM and has also visited the project site. Our review along with the experience of our CM team on similar wastewater treatment facilities has allowed MNS to become familiar with some of the key issues of the project. A few of these items are mentioned below.

We would like to reinforce our position that we don't intend to 'reinvent the wheel', but can bring certain ideas and approaches forward for discussion and evaluation with the design team and the District. It is our intent to bring more of a construction focus or viewpoint to the project and work as a partner during the design phase with the overall goal of delivering the most cost effective quality product to the District and the community.

construction. Our Project Manager will also be working with AECOM and the District on bypasses for the sewer main replacement which was added to the Waterline Intertie Project and will be familiar with the District's constraints and requirements.

MNS will work closely with the design team to determine how to manage a bypass system for the influent and to sequence site construction while continuing treatment. Ultimately the contractor will be responsible for submitting a plan and schedule prior to construction, but it is very important to make constraints and conditions of this work clear in the contract documents in order to make the bypass and sequencing successful, to minimize impacts to the District and to avoid any additional costs during construction because of ambiguity.

MNS also understands contractors can often bring to the table solutions and ideas based on their experience and equipment which could allow them to propose an alternative, potentially saving the District money, and still insuring minimal risk. If such an alternative is offered after the Award of Contract, MNS has the experience to work with the contractor, the District and AECOM to evaluate possible impacts and benefits. The intent is to get the best alternative for success of the project.

Biolac® Wave Oxidation System

The Biolac Wave Oxidation system by Parkson will be another key component to the project. Our CM team has managed several plant upgrades while maintaining the ongoing treatment capabilities of the plant. Installation of the Biolac system will require the manufacturer's representative to be on sight to assist the contractor in setting up the system. The installation is fairly straight forward, but there are certain procedures that need to be followed. Prior to installing the system it is important to have a Pre-Installation meeting with the Manufacture's Representative and the Contractor to review any additional work or preparation that needs to be completed.

Thorough review of the submittal and shop drawings will be important to help minimize potential problems out in the field. MNS has included Andrew de Boer with Kennedy/Jenks to provide any technical support that may be required during this process. Andrew has been involved with the construction of three different Biolac systems in California and is familiar with the design and installation requirements. Working in concert with the design engineer will also be important.

Sequencing Influent Line Replacement with the Waterline Intertie Project

The District is currently considering the addition of sewer pipeline replacement construction to the Waterline Intertie Project. It is the understanding of MNS that approximately 3,300 linear feet of transmission sewer main have already been added to the Intertie. The remaining sewer pipe between this section and the head works of the treatment plant may also be added to the Intertie project. MNS can work with AECOM and the District to consider the benefits or impacts to both projects by adding the additional replacement to the Intertie project, or leaving it in the Southland WWTF

WORK PLAN

The scope of the work activities for each of the project task items is discussed below. This information is arranged by MNS task breakdown. Please refer to the proposed Staffing Plan spreadsheet for associated labor hour projections.

PRE-CONSTRUCTION SERVICES

TASK 1 – DESIGN REVIEW

MNS Engineers believes involvement of the Construction Management team during the design phase will be beneficial to the success of the project. MNS will take a similar pre-construction approach to this project as was proposed for the Waterline Intertie project. Early involvement, as well as our ongoing interaction with the same project team will provide for a cohesive team and enable the project stakeholders to better understand the goals for a successful project. Again, the Construction Manager MNS will not “recreate the wheel”, but will work as an extension and resource to the AECOM Engineering team during the design phase by providing recommendations based upon our construction experience and project understanding.

Task 1.1 - Concept Review

1.1.1 - 30% Review - MNS will coordinate with the Peer Review Team and with the District staff and AECOM engineers to review the 30% concept design. This review will include general constructability of the project to determine ways to be more cost effective and to consider potential alternatives to reduce impact to the ongoing operation of the plant. We will become familiar with the project goals, the District's Operation and Maintenance staff's concerns, potential constraints, and existing data in order to provide a secondary evaluation of the bidding schedule and provide the District with our recommendations. Involving the construction management team in the conceptual design will give the District an advantage in streamlining a constructible project as design moves into the 60% and 95% phases.

1.1.2 - Agency Requirements – Although MNS understands there is minimal outside agency involvement, there will be Regional Water Quality Control Board permitting required for phasing during construction to allow for the plant to operate without interruption. MNS will be available to recommend alternatives for construction phasing which address the concerns and maintain cost effectiveness for the District.

1.1.3 - Treatment System Bypass – The MNS team has previous experience with bypass systems during construction for pipelines as well as treatment plant operations. MNS will work with AECOM engineers and District Operations and Maintenance staff at the 30% concept design and throughout the design phase to consider alternatives for bypassing the influent during construction as well as operational strategies for construction of the new facilities while the existing facilities continue the treatment process without interruption. MNS is aware of the impacts to the District if treatment is interrupted and effluent standards are

plant throughout the construction of the upgrades. Sequencing will be looked at in detail.

1.2.5 - Agency Requirements - As detailed in Section 1.1.2 of the 30% design review, MNS will consider any agency constraints or conditions which may impact the construction and will find ways to assist AECOM in addressing these requirements from a constructability stand point.

1.2.6 - Permits - MNS will review permit documentation and mitigations related to plant operations and discharge parameters as well as any impacts of protected animals and compare requirements in the permits to information shown on the plans to ensure consistency. We do not anticipate any major mitigation issues since the majority of the work will be performed within the footprint of the existing plant, but will check that any special considerations that need to be addressed are in the contract documents.

1.2.7 - Laydown Areas - MNS will work with the District and AECOM to identify likely areas for disposal of excavation spoils from the existing aeration ponds, headworks, and the new sludge drying beds. We will investigate whether certain areas can be identified onsite that will not impact ongoing plant operations.

1.2.8 - Groundwater – After discussion with the District and Fugro, it does not appear that there will be any ground water encountered on this project. However, MNS believes there could be unsuitable material encountered from work in and around the basins. We will work with the District and the design team to structure the contract documents so potential for this material could be managed during construction and not become an additional cost to the District after bid opening. Testing, storage areas and disposal options will be considered.

1.2.9 - Equipment Procurement - MNS understands that the Biolac Wave System recommended by AECOM for this upgrade project may require extensive lead time for delivery and that the District may want to consider advanced procurement. MNS will be available to assist the District and the design engineers in considering alternatives and potential issues associated with advanced procurement. Advance procurement can facilitate maintaining the project schedule, but could also be complicated and costly to the owner. MNS will make sure all risks to the District were assessed and minimized if this were to be considered.

1.2.10 - Contract Coordination/Sequencing – Upon initial review of the planned upgrades and based on previous projects that utilized the Biolac system, we anticipate that the project would be bid as one overall project, with the installation of the Biolac system requiring supervision from the manufacturer, Parkson, during the installation. MNS will review the plans and make recommendations regarding sequencing of construction, bypassing, and tie-ins to ensure viability of plant operations and that construction is completed within the required timeline to meet the District's overall schedule.

project. This will incorporate any constraints in construction sequencing and bypassing to maintain operation of the plant during construction. MNS will meet with the District to determine the project milestones and timelines for the delivery of the project. We will be proactive in working with the design team to develop a schedule that is realistic and meets the District's goals. The master schedule will include both the preconstruction and construction related activities. The intent is to have this document serve as a guide to keep the project moving forward on track and avoid project creep.

2.2.2 - Permits - Again, if there are any, the permit requirements and constraints will be reviewed and considered in the schedule.

2.2.3 - Durations - MNS will specify start and finish dates for each major activity and will involve District Operations and Maintenance staff in determining reasonable testing and start-up schedules. These will consider training for District staff as well.

2.2.4 - Submittal - When completed, the Master Schedule will be submitted to the District for review and acceptance. MNS will monitor the pre-construction phase activities and will recommend any adjustments or revisions to the schedule to the District.

Task 2.3 - Bid Assistance (as needed)

2.3.1 - Conduct a Pre-Bid Conference - MNS will coordinate with AECOM and assist the District in conducting a pre-bid meeting to communicate the intent, important elements, and goals of the project to the prospective bidders.

2.3.2 - Bidder Inquiries - Assist the District and AECOM with responses to bidder questions during advertisement.

2.3.3 - Review and Tabulate Bids - MNS will prepare a bid tabulation spreadsheet (if not part of design engineer's scope), review the bids for completeness, accuracy and responsiveness, and make an award recommendation.

2.3.4 - Permit, Bonds, and Insurance - Review contractor's bonds and insurance as well as subcontractors' information for completeness and in accordance with the contract documents.

2.3.5 - Bid Protests - Assist the District in reviewing and resolving any and all bid protests on the project.

Task 2.4 - Notice to Proceed

Once bid documents have been received and have been reviewed and approved, MNS will determine the date for the Notice to Proceed and will submit to the District for approval. MNS will then issue the Notice to Proceed to the Contractor.

and Maintenance staff, contractor, AECOM, and the MNS construction team. If it appears beneficial to include any other stakeholders, they could also be considered and staged into the partnering as appropriate to make the most efficient use of time.

CONSTRUCTION PHASE

TASK 3 – PROJECT MANAGEMENT SERVICES

Task 3.1 - Project Oversight

MNS will provide the services of a principal-in-charge to provide overall project supervision and assure that contractual obligations and client concerns are consistently met.

Task 3.2 - Ongoing Project Management

MNS will provide pre-construction phase and construction phase project management as necessary for the project by providing a Construction Manager to perform the following project functions:

3.2.1 - Administration of Consultant Obligations - MNS will provide task schedules; coordination with District staff, utilities, and other contractors; maintenance of quality control and report preparation as part of the regular project management duties.

3.2.2 - Construction Engineering - MNS will provide construction engineering to facilitate coordination for review of shop and working drawings, submittals, safety and accident prevention plans. We will perform contract drawing and specification interpretation as part of the regular project management duties.

3.2.3 - Construction Coordination Meetings - MNS will conduct weekly meetings as part of the regular construction engineering duties. Additionally, meeting minutes will be written and distributed to all attendees and others as designated by the District.

3.2.4 - Schedule - MNS will assure the Contractor maintains up to date computerized schedules in critical path format. MNS will review the Contractors' baseline and monthly CPM Schedule, coordinate changes, and forward written conclusions to the District. We will review to ensure milestone dates are realized in the schedule.

3.2.5 - Anticipation and Avoidance of Problems and Claims - MNS will regularly review upcoming contract work to anticipate phasing or scheduling concerns, changed conditions, or plant operational conflicts.

4.1.7 - Weekly Meetings - MNS will hold a weekly construction meeting. The meetings are a valuable tool utilized to discuss project issues and concerns, discuss upcoming work items, coordination with plant operations, potential contract change orders, cost and schedule impacts, permit requirements, submittals, RFIs, and quality of work. The Contractor will prepare a three week look ahead schedule to be reviewed and discussed at the meeting. Discussion on the Contractor's upcoming schedule is important to anticipate any potential conflicts with plant operations. MNS will prepare and distribute meeting minutes.

4.1.8 - Reports - MNS will prepare a monthly report which summarizes the construction cost and progress. The report will include contract progress, costs including change orders, submittal log, RFI log, change order log, updated progress payments, photos depicting work performed that month, summary of work performed, and discussion of project issues and any unique construction techniques being performed. The Construction Manager will be available to present a progress update to the District Board on a monthly basis.

4.1.9 - Certified Payroll Review - MNS will review the Contractor's certified payroll for completeness, accuracy, and prevailing wage compliance. MNS will perform periodic employee interviews to verify Contractor's labor compliance and employees are being paid correctly in accordance to their duties. Any discrepancies will be brought to the Contractor's attention and the District will be notified.

4.1.10 - Permits - MNS will verify that Contractor is adhering to and has maintained all permits applicable to the project including State Water Quality Control Board.

Task 4.2 - Photo Record Maintenance

MNS will regularly photograph construction activity in digital format and deliver in electronic format on CD-ROM. A numbered set of prints and copy of the photo log will be maintained on an ongoing basis as the project proceeds.

Task 4.3 - Inspection

MNS will provide a full time onsite inspector. The inspectors' primary duties will be to inspect and verify that all work in place meets the requirements of the contract plans and specifications, shop drawings, change orders, and O & M manuals as well as maintenance of project documentation. Inspection procedures will be outlined in the Project Management Plan.

4.3.1 - Daily Inspection Diaries - The project inspector will maintain daily written records of work, including notation of such things as weather, personnel and equipment on-site, sub-contractors on site, discussions held with contractor and others, project issues that arise, material and equipment received for on-site storage, etc. The inspector will maintain photo documentation as discussed previously.

- Special inspection for high strength bolts and pipe coatings.

Task 4.8 - Construction Survey

Accurate construction surveying is important to the success of the project. Although the Contractor will be responsible for the construction staking on the project, MNS will have its own in-house surveyor periodically check the Contractor's staking to assure proper alignment and grades are being maintained. Also during construction of the project, MNS inspectors will verify grades in the field with the Contractor and will review cut sheets against the stakes and the plans to assure the Contractor has the correct information on the stakes to construct the particular facility per the plans. It is important to catch any errors in grade early when it is much easier to either correct the Contractor's mistake or revise the grades as necessary to correct a plan error to meet to intent of the designer.

Task 4.9 - Progress Payments

Cost control is an ongoing task throughout the life of the project. Our cost control system will be used to track and monitor the actual construction costs on each contract. The tracking of contract item payments and quantities is incorporated into the progress payment spreadsheet. Tracking of contract change order payments, extra work, and supplemental work will also utilize electronic spreadsheet tracking. These forms can be tailored to meet any existing procedures.

The MNS team knows the importance of accurate and complete quantity calculations and verification. Not only must the quantity calculations be complete and accurate; but they must be submitted in a timely manner for processing the Contractor's payment request. The project monthly and overall cost as well as the contingency balance will be verified as part to the monthly progress pay request review and submission. Upon our review and approval of the Contractor's payment request, we will forward a copy of the Monthly Payment Report form to the District for final approval and payment.

Task 4.10 - Schedule

MNS will assure that the Contractors maintain an up to date computerized schedules in critical path format. MNS will review the Contractors' baseline and monthly CPM Schedule updates, coordinate changes, and forward written conclusions to the District. We will review to ensure milestone dates and any shutdown dates for tie-in's are realized in the schedule. The schedule will be used as the basis of determination for granting extra days relative to change orders. Should a Contractor start to fall behind schedule, we will request a Recovery schedule and discuss methods to expedite the work. This is one of the more useful tools in controlling both costs and budget for the project.

Task 4.11 - Change Order Processing and Review

Prior to the start of construction, MNS will meet with the District to establish change order procedures. During construction MNS will review and evaluate contractor change order requests, recommend solutions, verify costs, negotiate change orders, prepare change order form, and maintain a log of all change orders and costs. MNS will coordinate design related changes

Task 5.4 - Record Drawing

MNS will review the Contractors' record set for completeness and accuracy and will compare with our field copy. Submittal of Final Record Drawings will be required prior to recommending final completion.

Task 5.5 - Closeout

Upon satisfactory completion of all contract work, we will perform a final inspection, compile final invoices, assemble and submit contract closeout packages, prepare project closeout files and reports and recommend final acceptance of the project. A certificate of completion will be submitted to the District.

Task 5.6 - Final Report

MNS will prepare a final construction report for the project. At a minimum the report shall contain the following:

- Final costs of the project (items, change orders and settled claims)
- Summary of key dates (advertisement, bid opening, award, pre-construction meeting, first working day, completion date)
- Summary of working days, non-working days, change order days, weather days, and other days
- Summary of major milestone or activity durations
- Summary of change orders (approved costs and final costs)
- Final progress pay estimate spreadsheet with final contingency balance
- Baseline and "as-built" schedule
- Discussion of significant issues or problems encountered or addressed during construction
- Copy of the approved final acceptance form
- Review and discussion on the general contractor, subcontractors, and major suppliers



**Nipomo Community Services District
SOUTHLAND WWTF UPGRADE PROJECT**

PRE-CONSTRUCTION CM SERVICES QUOTE SHEET

Date: April 20, 2009

NAME OF FIRM: MNS Engineers, Inc.

NAME OF PRINCIPAL: Greg Chelini, P.E.

NAME OF CM TEAM LEADER: Kim Lindbery, P.E.

ADDRESS: 2231 Broad Street, San Luis Obispo, CA 93401

PHONE: (805) 787-0326 FAX: (805) 787-0437

E-MAIL: gchelini@mnsengineers.com

NOT-TO-EXCEED EXPENDITURE LIMIT FOR ALL FEES & CHARGES: \$33,738



Signature of Principal Authorized to Sign for Firm and Date

This quote shall be valid for 90 Days from the date of Signature

**Pre-Construction Phase
CM & Inspection Services
Southland WWTF Upgrade Project
Nipomo Community Services District**



Task	Project Manager	Construction Manager	Construction Inspector	Total Hours	Total
Hourly Rate	\$150.00	\$135.00	\$118.00		
1.0 DESIGN REVIEW					
1.1 Concept Review	6	24		30	\$ 4,140.00
1.2 60%/95% Document Review	16	80	16	112	\$ 15,088.00
Direct Expense					
2.0 BID SERVICE ACTIVITIES					
2.1 CM Process Plan	2	16		18	\$ 2,460.00
2.2 Master Schedule	2	8		10	\$ 1,380.00
2.3 Bid Assistance/Contract Submittals		6		6	\$ 810.00
2.4 Contract Time - Notice to Proceed		2		2	\$ 270.00
2.5 Pre Construction Meeting	4	24	4	32	\$ 4,312.00
2.6 Pre Construction Training		4		4	\$ 540.00
2.7 Pre Construction Photo & Video		2		2	\$ 270.00
2.8 Partnering Sessions	6	16	6	28	\$ 3,768.00
Direct Expense					
Total Hours	36	182	26	244	\$ 33,038.00
Total Direct Expense					\$ 700.00
PRE-CONSTRUCTION PHASE TOTAL					\$ 33,738.00



STANDARD SCHEDULE OF FEES

Project Management

Principal-In-Charge	\$200
Senior Project Manager	190
Project Manager	175
Project Coordinator	95

Engineering

Principal Engineer	\$185
Supervising Engineer	165
Senior Project Engineer	150
Project Engineer	130
Associate Engineer	115
Assistant Engineer	100

Construction Management

Principal Construction Manager	\$180
Senior Construction Manager/RE	160
Resident Engineer	150
Structure Representative	140
Construction Manager	125
Assistant Resident Engineer	115
Office Engineer	105
Construction Inspector (PW)	118

Municipal Services

City Engineer	\$160
Deputy City Engineer	145
Assistant City Engineer	130
Plan Check Engineer	110
Permit Engineer	100
City Inspector	95
Planning Director	150
Senior City Planner	130
Grant Administrator	110
Assistant Planner	100

Geographic Information Systems (GIS)

GIS Manager	\$160
Senior GIS Analyst	135
GIS Analyst	110
Senior GIS Technician	95
GIS Technician	85

Administrative Support

Administrative Analyst	\$80
Administrative Assistant	\$65

Direct Expenses:

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at \$.50 per mile. Expert Witness services will be charged at three (3) times listed rate and will include all time for research, deposition, court appearance and expert testimony.

Prevailing Wage Rates:

Rates shown do not apply to projects subject to federal or state prevailing wage law. Prevailing wage rates for specific staff classifications will be provided on request.

Surveying

Principal Surveyor	\$180
Supervising Surveyor	160
Senior Project Surveyor	140
Project Surveyor	130
Senior Land Title Analyst	125
Assistant Project Surveyor	115
Senior Party Chief	125
Party Chief	115
Senior Chainperson	85
Chainperson	80
Survey Technician	70

Planning Services

Principal Planner	\$150
Senior Planner	130
Project Planner	110
Assistant Planner	100
Planning Technician	85

Geotechnical Engineering/Material Testing

Principal Geotechnical Engineer/Geologist	\$160
Supervising Geotechnical Engineer/Geologist	150
Senior Geotechnical Engineer/Geologist	130
Project Geotechnical Engineer/Geologist	110
Staff Geotechnical Engineer/Geologist	100
Senior Field Technician	95
Special Inspector	95
Field Technician	85
Laboratory Technician	80

Technical Support

CADD Manager	\$135
Visualization Technician	125
Supervising CADD/Engineering Technician	105
Senior CADD/Engineering Technician	95
CADD/Engineering Technician	85

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BBB*
DATE: MAY 8, 2009

**AGENDA ITEM
E-4
MAY 13, 2009**

DISCUSS OPTIONS FOR REGULATION OF MUTUAL WATER COMPANIES

ITEM

Discuss options for regulation of mutual water companies [PROVIDE POLICY GUIDANCE]

BACKGROUND

The Board has previously agreed to set this item so that you can brainstorm options to regulate Mutual Water Companies with Special Counsel Jim Markman and District Legal Counsel Jon Seitz. Mr. Markman is available to participate prior to noon.

FISCAL IMPACT

Mr. Markman's time will be budgeted to FY09-10 legal expenses (It should be noted that travel costs were shared with the Supplemental Water Project).

RECOMMENDATION

Staff recommends that the Board receive Mr. Markman's presentation on Mutual Water Companies and then brainstorm options.

ATTACHMENT – NONE

t:\documents\board matters\board meetings\board letter 2009\Mutual Water Companies.doc