

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, Assistant General Manager

**Agenda:** October 15, 2019

### **Report**

**Date:** October 11, 2019

**Subject:** Approval of Professional Services Agreement with EKI Environment and Water for Predesign Services for Replacement of Water Lines at Grandview Boulevard, Silver Avenue, Terrace Avenue and Spindrift Way Under Highway 1

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### **Recommendation:**

Authorize the General Manager to retain the professional services of EKI Environment and Water (EKI) for Predesign Services for Replacement of Water Lines at Grandview Boulevard, Silver Avenue, Terrace Avenue and Spindrift Way Under Highway 1 in the not-to-exceed amount of \$45,600.

### **Background:**

The City of Half Moon Bay is in the process of completing design work on the Highway 1 Safety – North Project (\$8M) with construction planned to occur over the next 1-2 years. This project includes operational and safety improvements to Highway 1 between North Main Street and Spindrift Way. The project includes lane intersection improvements for signalization at Terrace Avenue, as well as the development of a multi-use trail on the east side of Highway 1 from Main Street North to Spindrift Way.

District Staff believe that the existing pipelines that cross under Highway 1 at the Grandview, Silver, and Spindrift intersections are cast iron (installed pre-1970's), and ductile iron at Terrace (installed early 1970's), but the materials, pipe ages and pipe condition have not been verified. Given the City's reconfiguration of these intersections and their significant investment, the District would like to coordinate timing of replacement of these (4) aging pipelines with the city's project, if replacement of the pipelines is warranted.

This predesign effort is intended to (1) verify existing pipe sizes and materials to establish the need and priority for pipeline replacements; (2) map existing utilities and future Highway 1 improvements; (3) develop and evaluate conceptual jack and bore

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alignments; and (4) develop a project implementation schedule that considers the timing of the City's Highway 1 Project.

Fiscal Impact:

Cost of \$45,600. This project is new to the Capital Improvement Plan.

2 October 2019

Mr. David Dickson  
General Manager  
Coastside County Water District  
766 Main St.  
Half Moon Bay, CA 94019

**Subject: Proposal for Predesign Services for Replacement of Water Lines at Grandview Blvd, Silver Ave, Terrace Ave, and Spindrift Way Under Highway 1**  
Coastside County Water District, Half Moon Bay, California  
(EKI B9-108)

Dear Mr. Dickson:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for predesign engineering services related to the replacement of the existing water lines crossing under Highway 1 at Silver Ave, Terrace Ave, Grandview Blvd, and Spindrift Way (Project). This proposal is being prepared in response to the District's request on 3 September 2019.

### **Project Understanding**

The District is considering replacing four (4) existing water mains that cross under Highway 1 at Terrace Ave, Silver Ave, Grandview Blvd, and Spindrift Way in Half Moon Bay, California. Each of these mains connect to the existing 16" DIP transmission main on the west side of Highway 1 and the distribution mains on the east side of Highway 1 (see Figure 1). The District understands that the crossings at Spindrift Way, Grandview Blvd, and Silver Ave are cast iron pipes and the crossing at Terrace Avenue is ductile iron, but these materials and pipe ages have not been verified. The new Highway 1 crossings would be installed parallel to the existing crossing to allow the existing mains to remain in service and in a steel casing pipe via jack and bore construction in accordance with Caltrans requirements.

The City of Half Moon Bay is currently designing the Highway 1 Safety and Operational Improvements Project (Highway 1 Project) between North Main Street and Spindrift Way, which includes a new multi-use path from Main to Spindrift and signalization of Highway 1 and Terrace Avenue. Final design for the City's project started in Summer 2019 and construction is anticipated to begin at the end of 2020. If the pipeline replacements are determined to be needed in the near future, it may be advantageous to construct the new pipelines prior to Highway 1 Project.

This predesign effort is intended to (1) verify existing pipe sizes and materials to establish the need and priority for pipeline replacements, (2) map existing utilities and future Highway 1 improvements, (3) develop and evaluate conceptual jack and bore alignments, and (4) develop a project implementation schedule that considers the timing of the City's Highway 1 Project.

## **PROPOSED SCOPE OF WORK**

EKI will request and review District as-built records and utility maps from all known utility companies within the project area. EKl will also request the latest project plans and utility information gathered for the City's Highway 1 Project. Based on this information, EKl will develop a preliminary site plan for each of the four sites that includes existing utilities, extent of proposed Highway 1 improvements, parcel boundaries, and the Caltrans right-of-way (ROW). EKl will perform a field visit and GPS survey to verify locations of surface features and identify specific issues at each site that may affect construction. As part of these field investigations, EKl will complete utility potholing to confirm the sizes and materials of the existing water mains and verify the sizes and depths of other utilities that could conflict with a new crossing. EKl will update the site plans after the field investigation has been completed.

Based on the completed site plans and potholing data, EKl will assess the priority for replacing each crossing and will develop and evaluate conceptual horizontal alignments of the new water mains and associated jacking and receiving shafts. EKl will develop an implementation schedule for each crossing project that considers the timing of and required coordination with the City's Highway 1 Project and other planned District projects, including the Grandview Boulevard Water Main Replacement Project. EKl will meet with the District to discuss preliminary recommendations. EKl will document the findings and recommendations in a technical memorandum.

### Assumptions:

- District will provide available record drawings for water mains and will mark all of their existing water utilities in the 4 project areas.
- GPS survey will be conducted after a USA ticket has been opened and the utilities have been marked for potholing investigation.
- Up to 12 potholes (approximately 3 per site) will be required.

### Deliverables:

- Preliminary Site Plans in electronic PDF format.
- Summary Technical Memorandum in PDF format.
- Utility potholing data sheet.

## **PROJECT SCHEDULE**

EKI anticipates that the work will be completed within eight (8) weeks of notice to proceed.

## **COMPENSATION FOR CONSULTING SERVICES**

We propose that compensation for consulting services by EKl be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2019. Based on the proposed Scope of Work described above, we propose a budget of \$45,600. A detailed breakdown by task is provided in Table 1, attached.

**TERMS AND CONDITIONS**

Other than the scope of work, budget, and schedule herein, the work will be performed in accordance with our current Agreement dated 20 September 2018.

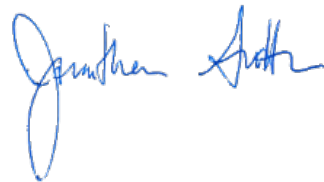
Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Very truly yours,

EKI Environment & Water, Inc.

A handwritten signature in blue ink, reading "Stephen A. Tarantino".

Stephen A. Tarantino, P.E.  
Vice President

A handwritten signature in blue ink, reading "Jonathan Sutter".

Jonathan Sutter, P.E.  
Project Manager

**Estimated Fee - Predesign Services for Replacement of Water Lines at Grandview Blvd, Silver Ave, Terrace Ave, and Spindrift Way Under Highway 1**

Task Order No. 8  
Coastside County Water District, Half Moon Bay, California  
(EKI B9-108)

TASKS	ESTIMATED HOURLY LABOR				LABOR COST (\$)	OTHER DIRECT COSTS					MARKUP ON DIRECT COSTS	TOTAL DIRECT COSTS	TOTAL	
	EKI Staff					UNIT	QUANTITY	UNIT COST	TOTAL COST	TASK BUDGET TOTALS (\$)			ROUNDED BUDGET TOTALS (\$)	
	Susan Xie	Taylor Allen	Jonathan Sutter, P.E.	Jenn Hyman, P.E.										
														129
Project Management			4		\$876							\$876		
Contact Local Utilities and Caltrans for As-Builts		8	1		\$1,251							\$1,251		
Coordination with Highway 1 Project		4	2		\$954							\$954		
Site Visit and GPS Survey	10	8	4	4	\$4,342	LS	1	800	800	80	\$880	\$5,222		
Potholing (Assumes 12 Potholes)		4	2		\$954	LS	1	20,000	20,000	2,000	\$22,000	\$22,954		
Prepare Conceptual Site Plans		32	8	4	\$7,024							\$7,024		
Meeting to Discuss Results		4	2		\$954							\$954		
Prepare Summary Technical Memorandum		20	8	4	\$5,476							\$5,476		
Communications Fee (EKI Labor Only)														
							4%	\$21,831			\$873	\$873		
TOTALS:		80	31	12	\$21,831				\$20,800	\$2,080	\$23,753	\$45,584	\$45,600	



### Legend

- Gate Valve
- Fire Hydrant
- Water Line
- Existing Crossings to be Evaluated

### Notes

1. All locations are approximate.



0 600 1,200  
(Scale in Feet)

### Existing Highway 1 Crossings

Replacement of Water Lines at Grandview Blvd, Silver Ave, Terrace Ave, and Spindrift Way Under Highway 1

Coastside County Water District  
Half Moon Bay, California

October 2019

B9-108

**eki** environment  
& water

**Figure 1**

**Client/Address: Coastside County Water District**  
766 Main Street  
Half Moon Bay, CA 94019



**Proposal/Agreement Date: 11 JUNE 2019**

**EKI Proposal # B9-085**

**SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.<sup>1</sup>**

**1 January 2019**

<b><u>Personnel Classification</u></b>	<b><u>Hourly Rate</u></b>
Officer and Chief Engineer-Scientist	286
Principal Engineer-Scientist	275
Supervising I, Engineer-Scientist	265
Supervising II, Engineer-Scientist	255
Senior I, Engineer-Scientist	243
Senior II, Engineer-Scientist	230
Associate I, Engineer-Scientist	219
Associate II, Engineer-Scientist	205
Engineer-Scientist, Grade 1	191
Engineer-Scientist, Grade 2	180
Engineer-Scientist, Grade 3	165
Engineer-Scientist, Grade 4	146
Engineer-Scientist, Grade 5	129
Engineer-Scientist, Grade 6	113
Technician	104
Senior GIS Analyst	133
CADD Operator / GIS Analyst	118
Senior Administrative Assistant	130
Administrative Assistant	103
Secretary	85

**Direct Expenses**

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

CADD Computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.

<sup>1</sup> Formerly known as Erler & Kalinowski, Inc.