



AMENDED - NOTICE OF MEETING

OPERATIONS COMMITTEE/BOARD OF DIRECTORS (OPERATIONS)

(Per paragraph 3 on page 10 under subsection *Committee Meetings* of the Board Handbook: The Board, as a practice, generally does not take final action on items during committee meetings, unless District staff determines the urgency of the item requires immediate action that cannot be delayed until a subsequent regular bi-monthly Board meeting.)

MEETING DATE: July 21, 2023

TIME: 9:30 a.m.

LOCATIONS: This meeting will be held remotely and in-person.

Open Session	Remotely
Marin Water Board Room 220 Nellen Avenue Corte Madera, CA 94925	URL: https://us06web.zoom.us/j/86822995553 Webinar ID: 868 2299 5553 Phone Call: 1-669-444-9171

EMAILED PUBLIC COMMENTS: Submit your comments in advance of the meeting to BoardComment@MarinWater.org. All emailed comments received by 7:30 a.m. on the day of the meeting will be provided to the Board of Directors prior to the meeting. Please do not include personal information in your comment that you do not want published on our website such as phone numbers and home addresses.

PARTICIPATION DURING THE MEETING:

In-person Attendee: Fill out a speaker card prior and place it next to the Board Secretary. List the number of the agenda item(s), for which you would like to provide a comment. Once you're called, proceed to the lectern to make your comment.

Remote Attendee: Click on the "raise hand" button on the bottom of the Zoom screen. If you are joining by phone and would like to comment, press *9 and staff will call on you by the last four digits of your phone number.

(Note: The board president may shorten the amount of time for public comment due to large numbers of both in-person and virtual attendees.)

AGENDA ITEMS	RECOMMENDATIONS
Call to Order and Roll Call*	
Adoption of Agenda	<i>Approve</i>
Public Comment - Items Not on the Agenda	
<p>Members of the public may comment on any items not listed on the agenda during this time. Comments will be limited to three (3) minutes per speaker, and time limits may be reduced by the board president to accommodate the number of speakers and ensure that the meeting is conducted in an efficient manner.</p>	
Calendar (9:40 a.m. – Time Approximate)	
1. Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors (Operations) of June 16, 2023 (Approximate Time 1 Minute)	<i>Approve</i>
2. Dam Safety Program Overview <i>Staff Report Amended as of July 19, 2023</i> (Approximate Time 20 Minutes)	<i>Information</i>
3. Fire Flow Improvement Program Update – Fiscal Years 2022 & 2023 (Approximate Time 10 Minutes)	<i>Information</i>
4. Department of Water Resources Funding for the San Geronimo Treatment Plant Emergency Generators (Approximate Time 10 Minutes)	<i>Review and Refer for Board Approval</i>
5. Water Resilience Roadmap - Update on Phoenix and Soulajule Projects (Approximate Time 15 Minutes)	<i>Information</i>
6. On-Call Capital Maintenance and Repair Contract (Approximate Time 15 Minutes)	<i>Review and Refer for Board Approval</i>
7. Approval of Pipeline Replacement Projects and Filing of Notices of Exemption Pursuant to the California Environmental Quality Act (Approximate Time 15 Minutes)	<i>Review and Refer for Board Approval</i>
8. Professional Services Agreement with Vista-Vu (MA-6211) (Approximate Time 15 Minutes)	<i>Review and Refer for Board Approval</i>

*MARIN WATER BOARD OF DIRECTORS ORDER OF ROLL CALL: RANJIV KHUSH, MATT SAMSON, JED SMITH, MONTY SCHMITT, AND LARRY RUSSELL

Adjournment (11:21 a.m. – Time Approximate)

ADA NOTICE AND HEARING IMPAIRED PROVISIONS:

In accordance with the Americans with Disabilities Act (ADA) and California Law, it is Marin Water’s policy to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are an individual with a disability and require a copy of a public hearing notice, an agenda, and/or agenda packet in an appropriate alternative format, or if you require other accommodations, please contact Board Secretary Terrie Gillen at 415.945.1448, at least two days in advance of the meeting. Advance notification will enable Marin Water to make reasonable arrangements to ensure accessibility.

INFORMATION AGENDAS ARE AVAILABLE FOR REVIEW AT THE CIVIC CENTER LIBRARY, CORTE MADERA LIBRARY, FAIRFAX LIBRARY, MILL VALLEY LIBRARY, MARIN WATER OFFICE, AND ON THE MARIN WATER WEBSITE (MARINWATER.ORG)

FUTURE BOARD AND COMMITTEE MEETINGS AND UPCOMING AGENDA ITEMS:

Dates	Meetings
Tuesday, July 25, 2023 6:30 p.m.	<ul style="list-style-type: none"> • Board of Directors’ Regular Bi-Monthly Meeting
Tuesday, August 1, 2023 6:30 p.m.	<ul style="list-style-type: none"> • Board of Directors’ Regular Bi-Monthly Meeting
Tuesday, August 15, 2023 6:30 p.m.	<ul style="list-style-type: none"> • Board of Directors’ Regular Bi-Monthly Meeting
Wednesday, August 16, 2023 9:30 a.m.	<ul style="list-style-type: none"> • Communications & Water Efficiency Committee Meeting/ Special Meeting of the Board of Directors

Upcoming Key Items for future Operations Committee Meetings

- At August 18, 2023 Operations Committee Meeting
 - Paving Costs Update



Board Secretary

*MARIN WATER BOARD OF DIRECTORS ORDER OF ROLL CALL: RANJIV KHUSH, MATT SAMSON, JED SMITH, MONTY SCHMITT, AND LARRY RUSSELL



Item Number: 01
Meeting Date: 07-21-2023
Meeting: Operations
 Committee/Board of Directors
 (Operations)

Approval Item

TITLE

Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors (Operations) of June 16, 2023

RECOMMENDATION

Approve the minutes

SUMMARY

The Operations Committee/Board of Directors (Operations) held its regularly scheduled monthly meeting on June 16, 2023. The minutes are attached.

DISCUSSION

None

FISCAL IMPACT

None

ATTACHMENT(S)

- Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors (Operations) of June 16, 2023

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs Department	 <hr style="border: 0.5px solid black;"/> Terrie Gillen Board Secretary	 <hr style="border: 0.5px solid black;"/> Ben Horenstein General Manager

**MARIN MUNICIPAL WATER DISTRICT
OPERATIONS COMMITTEE MEETING /SPECIAL MEETING OF THE
BOARD OF DIRECTORS (OPERATIONS)**

MINUTES

Friday, June 16, 2023

Held Remotely and at In-Person Locations

Open Session Locations: Marin Water, Board Room, 220 Nellen Avenue, Corte Madera, CA 94925, and 103 Herring Pond Road Plymouth, MA 02360; and

Closed Session Location: Marin Water, Mt. Tam Conference Room, 220 Nellen Avenue, Corte Madera, CA 94925

CALL TO ORDER AND ROLL CALL:

Chair Larry Russell called the meeting to order at 9:30 a.m.

Directors Present: Matt Samson, Monty Schmitt, Jed Smith, Ranjiv Khush, and Larry Russell

Directors Absent: None

ADOPT AGENDA:

On motion made by Director Samson and seconded by Vice Chair Kush, the board adopted the agenda. The board took the following roll call vote:

Ayes: Directors Samson, Schmitt, Smith, Khush, and Russell

Noes: None

There were no public comments on the adoption of the agenda.

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

There were no public comments.

CALENDAR ITEMS:

Item 1 Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors (Operations) of May 19, 2023

On motion made by Director Samson and seconded by Vice Chair Kush, the board approved the minutes. The board took the following roll call vote:

Ayes: Directors Samson, Smith, Schmitt, Khush, and Russell
Noes: None

There were no public comments.

Item 2 Pipeline Extension Agreement – 3825 Paradise Drive, Tiburon – Alta Robles

Engineering Division Manager Crystal Yezman introduced this item and Engineer Support Services Manager Joseph Eischens provided a presentation explaining the process of what a pipeline extension agreement entails. Discussion between the board and staff occurred throughout the presentation.

There were no public comments.

On motion made by Director Samson and seconded by Director Schmitt, this item was referred to a future board meeting for approval.

Item 3 Worn Spring Road Slide Repair Project

Engineering Division Manager Yezman introduced Assistant Engineer Zak Talbott, who presented this item. There were no board comments.

There was one (1) public comment.

On motion made by Director Schmitt and seconded by Vice Chair Khush, this item was referred to a future board meeting for approval.

Item 4 Phase II Spillway Condition Assessment Project

Engineering Division Manager Yezman introduced Assistant Engineer Hagar Negash, who presented this item. Discussion ensued.

There was one (1) public comment.

This item was agendized as an information item. The Board did not take any formal action.

CLOSED SESSION

Public Comment – Only on Closed Session Item

There being no further Operation Committee items listed on the agenda, Chair Russell asked for public comments pertaining to the Closed Session. There were none.

Convene to Closed Session

The board convened to closed session at 10:07 a.m. and went to the Mat. Tam Conference Room.

Item 5 Conference with Labor Negotiator
(Government Code §54957.6)

Agency Designated Representative: Ben Horenstein, General Manager

Employee Organizations: Service Employees International Union, Local 1021;
Unrepresented Employees

Reconvene to Open Session

At 11:31 a.m., the board reconvened to Open Session in the Board Room.

Closed Session Report Out

Chair Russell reported that the closed session adjourned at 11:30 a.m. with no reportable action taken.

ADJOURNMENT

There being no further business, the Operations Committee Meeting/Special Meeting of the Board of Directors (Operations) adjourned at 11:32 a.m.

Board Secretary




Item Number: 02
Meeting Date: 07-21-2023
Meeting: Operations
Committee/Board of Directors

Informational Item - Amended

TO: Operations Committee/Board of Directors (Operations)

FROM: Crystal Yezman, Director of Engineering 

THROUGH: Ben Horenstein, General Manager 

DIVISION NAME: Engineering

ITEM: Dam Safety Program Overview

SUMMARY

The Marin Municipal Water District owns seven dams within Marin County, all of which are in compliance with state and federal regulations. The District maintains a comprehensive dam safety program that is implemented by staff and done in coordination with California Department of Water Resources Division of Safety of Dams (DSOD). The District is also in the process of a multi-phase condition assessment on three of its dams and in the review stages of updating the Emergency Actions Plans for all seven dams. Staff will present an overview of the dam safety program, as well as the other District projects relating to dam safety.

DISCUSSION

The District owns seven dams within Marin County. These dams are regulated by the California Department of Water Resources Division of Safety of Dams (DSOD). All seven of the District's dams are in compliance with state and federal regulations.

The District has a comprehensive dam safety program consisting of regular dam maintenance and inspection as well as ongoing collaboration and coordination with DSOD. The program includes visual inspections by District Rangers performing daily patrols, monthly field investigations for general observations and piezometer readings, annual inspections with DSOD representatives, and submission of an annual instrumentation report submitted to DSOD summarizing dam alignments and required measurements. The latest instrumentation report was submitted to the State in June 2023.

Additionally, the District is in the middle of a multi-phase condition assessment for three of the District's dams; Seeger Dam (Nicasio Reservoir), Peters Dam (Kent Reservoir), and SoulaJule. The District completed Phase I of this condition assessment in 2021 and is in progress for executing Phase II. These condition assessments are performed under the direction of DSOD and are a requirement for certain dams around the state, following the Oroville Dam failure in 2017.

District staff are also in the process of updating the District's Emergency Action Plans (EAPs) for each of its seven dams. These documents are currently in the review process and are being reviewed by multiple departments within the District, County of Marin Office of Emergency Management, and DSOD. Inundation maps for all dams were recently updated in 2018 and are an attachment to these EAPs.

Staff will present an overview of the District's dam safety program, as well as other District projects relating to dam safety.

FISCAL IMPACT

None

ATTACHMENT(S)

None



Item Number: 03
Meeting Date: 07-21-2023
Meeting: Operations
Committee/Board of Directors
(Operations)

Informational Item

TO: Operations Committee/Board of Directors (Operations)

FROM: Crystal Yezman, Director of Engineering

THROUGH: Ben Horenstein, General Manager

DIVISION NAME: Engineering

ITEM: Fire Flow Improvement Program Update – Fiscal Years 2022 & 2023

SUMMARY

During Fiscal Year (FY) 2022, the District invested \$4.2 million in fire flow funds for the completion of two Fire Flow Improvement Pipeline Replacement Projects, which replaced approximately 11,650-feet of fire flow deficient pipe in San Anselmo and Tiburon. During FY 2023, the District invested \$2.5 million in fire flow funds on the completion of a single project with replacement of 7,235-feet of flow deficient pipe in San Rafael. The District's annual investment for the life of the Fire Flow program is approximately \$4.5 million.

DISCUSSION

The District initiated the Fire Flow Master Plan (FFMP) in Fiscal Year (FY) 1998 to increase the water distribution system's ability to provide water for fire protection and to strengthen the system to increase its survivability during a seismic event. The 15 year improvement program concluded in Fiscal Year 2012, and was funded by the Fire Flow Fee, an annual fee of \$75 assessed to parcels within the District's service area.

In May 2012, the District extended the Fire Flow Improvement Program (FFIP) for an additional 19 years through Resolution No. 8135. The extension is designed to allow the completion of fire flow projects that were on the original FFMP list but could not be completed as part of the original program due to inflationary impacts on constructions costs, and the completion of projects in new areas identified by the Marin County Fire Chiefs Association that were not included in the original FFMP. The extended FFIP will support the replacement of 52 miles of fire flow deficient distribution piping and continues to be funded by the \$75 annual Fire Flow Fee which provides approximately \$4.5 million annually, and will remain in effect through April 2031.

In FY 2022, the District invested \$4.2 million in fire flow funds in support of the replacement of approximately 11,650-feet of fire flow deficient pipe in San Anselmo and Tiburon as shown in Table 1.

Table 1 - FFIP FY 2022

FY 2022			
Project Name	Location	Length of Pipe Replaced (ft)	Age of Original Pipe (years)
FFIP Monterey Ave PRP	San Anselmo	6,684	74 - 107
FFIP Ridge Road PRP	MMWD Watershed	4,966	69
Pipe Replaced FY 2022 =		11,650	

In FY 2023, the District invested \$2.5 million in fire flow funds in support of the replacement of approximately 7,235-feet of fire flow deficient pipe in San Rafael as shown in Table 2. Included in the FY 2023 expenditures was engineering design work for Glenwood, Redwood, and Rock Ridge Pipeline Replacement Projects as well. FY23 FFIP expenditures were below the annual \$4.5 million amount received due to supply chain issues on critical materials. These issues have largely been resolved and the District plans to catch up on deferred projects and spend over the \$4.5 million annual amount in FY 2024.

FY 2023			
Project Name	Location	Length of Pipe Replaced (ft)	Age of Original Pipe (years)
FFIP Treehaven PRP	San Rafael	7,235	56 - 96
Pipe Replaced FY 2023 =		7,235	

Total FFIP investments in FY 2022 & 2023 was \$6.7 million. Since FY 2012, the average annual FFIP expenditure has been \$4.6M, and average revenue has been \$4.5M. Through June 30, 2023, the District has invested a cumulative total of \$123.4 M in support of the FFMP and the FFIP. The work completed includes replacement of over 97.1 miles of pipeline as well as various seismic improvements at the treatment plants, transmission tanks and pump stations.

FISCAL IMPACT

None

ATTACHMENT(S)

None



Item Number: 04
Meeting Date: 07-21-2023
Meeting: Operations
Committee

Review and Refer for Board Approval

TO: Operations Committee/Board of Directors (Operations)

FROM: Matt Sagues, Grant Program Coordinator *MS*

THROUGH: Ben Horenstein, General Manager *BH*

DIVISION NAME: Watershed

ITEM: Department of Water Resources Funding for the San Geronimo Treatment Plant
Emergency Generators

SUMMARY

Staff is requesting the Operations Committee to review and refer to a Regular Bi-Monthly Meeting of the Board of Directors a resolution authorizing the General Manager to negotiate and sign a funding agreement with the California Department of Water Resources (CDWR) to receive funds for the San Geronimo Treatment Plant Emergency Generators.

DISCUSSION

State Funding Appropriation

In 2022, the District requested funding from Assemblymember Marc Levine to help support implementation of the San Geronimo Treatment Plant Emergency Generator Project. The San Geronimo Treatment Plant Emergency Generator Project provides emergency power for the San Geronimo Treatment Plant and to ensure the District's continued ability to produce and supply water to its customers despite losing electrical service when PG&E shuts off power during a Public Safety Power Shut-off (PSPS) event and during any other unforeseen PG&E power outages. With support from the Assemblymember, in September of 2022, Assembly Bill 179 designated \$1 Million in funding for this project.

In order to accept the funding, which will be administered by the California Department of Water Resources (CDWR), staff is requesting the Operations Committee review and refer to a Regular Bi-Monthly Meeting of the Board of Directors approval a resolution authorizing the General Manager to negotiate and sign a grant agreement with CDWR.

FISCAL IMPACT

There is no fiscal impact to this action, as the funding would augment project funding allocated previously by the Board.

ATTACHMENT(S)

1. Resolution

RESOLUTION NO.

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MARIN MUNICIPAL WATER DISTRICT AUTHORIZING ENTERING INTO AN AGREEMENT WITH THE STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES TO RECEIVE FUNDS FOR THE SAN GERONIMO TREATMENT PLANT EMERGENCY GENERATOR PROJECT

WHEREAS, the September 2022 Assembly Bill 179 designated \$1,000,000 in funding to the Marin Municipal Water District for its San Geronimo Treatment Plant Emergency Generator Project (collectively, the “Project”); and

WHEREAS, the responsibility for the administration of the fund, including establishing the necessary procedures for disbursement of the fund, lies with the California Department of Water Resources (“CDWR”); and

WHEREAS, the Water Authority agrees that the funds should be allocated by CDWR to the Marin Municipal Water District; and

WHEREAS, CDWR requires a resolution from the Marin Municipal Water District Board of Directors authorizing the District to enter into an agreement with CDWR to receive funds and to authorize the General Manager to execute the agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Marin Municipal Water District Board of Directors does hereby resolve and find as follows:

Authorizes the Marin Municipal Water District to enter into an agreement with the State of California Department of Water Resources to receive \$1 million in funding for its San Geronimo Treatment Plant Emergency Generator Project and authorizes the General Manager, or designee, to execute the agreement, any amendments thereto; and to submit any required documents, invoices, and reports required to obtain State funds.

PASSED, APPROVED, and ADOPTED this 25th day of July, 2023, by the following vote:

AYES: Unless noted below all Directors voted aye.

NOES:

ABSTAIN:

ABSENT:

President, Board of Directors

ATTEST:

Secretary



Informational Item

TO: Operations Committee/Board of Directors (Operations)

FROM: Crystal Yezman, Director of Engineering *CY*

THROUGH: Ben Horenstein, General Manager *BH*

DIVISION NAME: Water Resources

ITEM: Water Resilience Roadmap - Update on Phoenix and Soulajule Projects

SUMMARY

On February 28, 2023, the Board selected the Integrated Roadmap for improved water supply resiliency (Roadmap). Since that time, staff has been implementing the early action, also referred to as “no regrets”, projects. Staff will provide a presentation on progress to date on the two early action projects, the Phoenix – Bon Tempe Connection and Electrification of Soulajule.

DISCUSSION

In the presentation, staff will review the status of two early action projects, including pumping water from Phoenix to Bon Tempe, where the County of Marin has indicated an interest partnering with the District to explore the potential for flood control in connection with this project, and Electrification of Soulajule, where discussions with PG&E are ongoing as the District explores different options for electrification of the pump station serving Soulajule Reservoir.

In addition to the efforts described above, staff continues to be vigilant in seeking grants to offset all projects identified in the Roadmap. Staff will also provide a brief update on the status of project funding and grant applications.

FISCAL IMPACT

None

ATTACHMENT(S)


None




Item Number: 06
Meeting Date: 07-21-2023
Meeting: Operations
Committee/Board of Directors
(Operations)

Review and Refer for Board Approval

TO: Operations Committee/Board of Directors (Operations)

FROM: Crystal Yezman, Director of Engineering 

THROUGH: Ben Horenstein, General Manager 

DIVISION NAME: Engineering

ITEM: On-Call Capital Maintenance and Repair Contract (CN 2009)

SUMMARY

The On-Call Capital Maintenance and Repair Contract will perform various as-needed maintenance, repair, or rehabilitation work associated with District water system facilities, roadway infrastructure, hillside slopes, and related works. On August 1, 2023, the District will open construction bids for the Project. District staff will make a recommendation for contract award at a future regularly scheduled Board meeting.

DISCUSSION

This contract will serve as a component of the District's Capital Improvement Program to perform construction work on an "as-needed" basis, typically consisting of small projects that can be completed in one to two weeks, but may also include projects that may be completed over one to two months.

Occasionally, the District identifies a need for a project that was not included in the original planned capital program. Examples of these projects may include small pipeline replacement projects (e.g. 200-300 linear feet) when the occurrence of emergency pipe breaks increases in frequency for a given pipe segment and/or installation or replacement of large transmission line valves requiring resources beyond internal district capacity to perform the work. When these unforeseen projects arise, they often require significant project delivery efforts to prepare unplanned capital construction contracts through formal bid processes, which detracts from ongoing projects. As the District seeks to grow its capital program over the coming fiscal year, this On-Call Contract will allow District staff to direct maintenance or repair work that exceeds the capacity of District staff without detracting resources from ongoing planned projects. This contract will allow the District to have a standby contractor available to perform smaller as-needed projects.

Once a project is identified, individual installations or repairs will be reviewed in the field by District staff and the Contractor, and a scope of work will be agreed upon. The District Engineer

will issue a Contract Change Order including the scope of work, applicable District technical specifications and/or drawings, and a Notice to Proceed for the contractor to begin. At the end of each work day, the District Engineer and Contractor will agree upon labor, materials, and equipment used in the direct performance of the work. Once the work is complete for each specific project, the contractor will submit completed Daily Extra Work Reports (DEWR) for the District's review.

The mechanism for competitive bids for this contract is the Contractor labor mark-up associated with force account work, pursuant to Article 42 of the District Standard Specifications and the District DEWR. Compensation for each on-call effort is based on time and expense tracking of direct costs for labor and equipment used to perform the work at a minimum rate equal to the Department of Industrial Relations "Prevailing Wage Rate" for labor and Caltrans "Equipment Rental Rates" for equipment.

The completion date for this contract is June 30, 2025. The District has the option to extend the contract in one (1) year increments for an additional two (2) years. Because all work performed under this contract is by force account, no contract escalation clause is required. Summaries of the estimated Project costs and schedule are provided below.

Budget (2 Fiscal Years):

Contract Not to Exceed Amount:	\$1,000,000
10% Contingency:	\$100,000
Materials and Professional Fees:	\$150,000
District Labor/Inspection:	\$200,000
Total Budget:	\$1,450,000
Budget Category:	Work will be charged to various budget categories

Contract Implementation:

Contract Advertisement:	July 18, 2023
Bid Opening:	August 1, 2023
Contract Award:	August 15, 2023
Contract Completion Date:	June 30, 2025
Duration:	2 years

ENVIRONMENTAL REVIEW

Staff has prepared the project scope pursuant to the California Environmental Quality Act (CEQA) and has found that the work to be completed under this Contract is Categorical Exempt pursuant to CEQA Guidelines Section 15302(c), Replacement or Reconstruction. The work will consist of maintenance and repair work, and will not include the new construction or expansion of District facilities and therefore qualifies for exemption pursuant to Section 15302(c). To the extent the work involves the replacement of less than eight miles of pipeline, the work is also statutorily exempt pursuant to the California Public Resource Code Division 13 Environmental Quality Section 21080.23.

FISCAL IMPACT

The total cost impact associated with this on-call Contract is estimated at \$1,450,000 over two fiscal years. Funds for the contract are included in the Adopted FY 2023-25 Budget and will be appropriated to the specific categories as individual projects are identified.

ATTACHMENT(S)

None




Item Number: 07
Meeting Date: 07-21-2023
Meeting: Operations
Committee/Board of Directors

Review and Refer for Board Approval

TO: Operations Committee/Board of Directors (Operations)

FROM: Crystal Yezman, Director of Engineering 

THROUGH: Ben Horenstein, General Manager 

DIVISION NAME: Engineering

ITEM: Approval of Pipeline Replacement Projects and Filing of Notices of Exemption pursuant to the California Environmental Quality Act

SUMMARY

The District is planning to proceed with the Cole Drive and Canal Pipeline Replacement Projects (PRP). Typically staff would seek project approval and presentation of the applicable environmental analysis under the California Environmental Quality Act (CEQA) at the time of proceeding with the construction contract for the project, but due to the receipt of grant awards for these two projects, staff is seeking project approval, including filing Notices of Exemptions pursuant to CEQA ahead of construction. District staff recommend that the Operations Committee review and refer to the Board of Directors at a regular Board Meeting project approval and authorization for the Notice of Exemptions for Canal PRP and Cole Drive PRP to be filed with Marin County.

DISCUSSION

Staff are presenting two pipeline replacement projects for which the District will need to complete CEQA documentation. Typically with smaller projects such as these, staff requests the Board to consider project approval immediately prior to release of a bid for the construction contract. When a project falls within a CEQA exemption, staff would then present the proposed NOE to the Board with the request for construction contract award. In the case of these projects, however, coordination with grant awards requires the District to present CEQA documentation prior to award of construction contracts for this work. Pursuant to CEQA Guidelines section 15062, an NOE shall be filed following project approval. Thus, staff is proposing that the Board consider approval of the Cole Drive and Canal PRP projects and authorize filing of the NOEs for each of the projects.

The Cole Drive and Canal Pipeline Replacement Projects, in Marin City and San Rafael respectively are categorically exempt CEQA under section 15302(c) for the replacement of pipelines involving no or negligible expansion of capacity. The NOEs are needed for these

projects ahead of the construction contracts as a CEQA documentation is required as part of the IRWM Proposition 1 \$6.4M grant award process.

FISCAL IMPACT

The total cost to complete the Cole Drive Pipeline Replacement Project is estimated at \$5,900,000. The total cost to complete the Canal Drive Pipeline Replacement Project is estimated at \$1,200,000. Funds are available for both of these projects within the capital improvement budget as well as award of the \$6.4M grant IRWM Proposition 1 Round 2 funding.

ATTACHMENT(S)

None




Item Number: 08
Meeting Date: 07-21-2023
Meeting: Operations
Committee/Board of Directors
(Operations)

Review and Refer for Board Approval

TO: Operations Committee/Board of Directors (Operations)

FROM: Crystal Yezman, Director of Engineering 

THROUGH: Ben Horenstein, General Manager 

DIVISION NAME: Engineering

ITEM: Professional Services Agreement with VistaVu (MA-6211)

SUMMARY

VistaVu (previously known as Quintel-MC, Inc.) has been a key technology consultant to the District for SAP Enterprise Resource Planning (ERP) and Work Management system support and upgrade services for the past seven years. VistaVu's most recent agreement with the District, executed in November 2021, is scheduled to expire on July 31, 2023. This item seeks the committee's review and referral to the full board to authorize the General Manager to execute a new professional services agreement thru June 30, 2024, in an amount not to exceed \$200,000.

DISCUSSION

District staff provides primary SAP ERP and Work Management support for functional enhancements, non-major upgrades, special reports, and data integration with other District systems. The District typically uses SAP consultants for large, complex projects beyond the scope and capacity of District staff. VistaVu provides skilled SAP technologists to assist with these larger projects.

VistaVu specializes in serving utilities and public sector clients using the same SAP ERP software used by the District. VistaVu has competitive rates, solid references, and skilled staff that have been responsive in meeting our needs for the past five years. VistaVu provides advanced SAP technical support and staff augmentation for Finance, Human Resources, Operations, and Engineering Divisions.

Staff recommends that the District's Operations Committee review and refer this item to the full board to authorize the General Manager to execute the proposed professional services agreement with VistaVu in an amount not to exceed \$200,000.

FISCAL IMPACT

All services will be billed on a time and materials basis, with no minimum expenditures required. Staff recommends a not to exceed amount of \$200,000 through June 30, 2024.

ATTACHMENT(S)

None