



# Santa Clara Valley Water District Capital Improvement Program Committee Meeting

Zoom Video Teleconference

## REGULAR MEETING AGENDA

**Monday, February 8, 2021  
11:00 AM**

**District Mission: Provide Silicon Valley safe, clean water for a healthy life, environment and economy.**

Nai Hsueh, Chair, District 5  
Linda J. LeZotte, Vice Chair, District  
4  
Tony Estremera, District 6

During the COVID-19 restrictions, all public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available to the public through the legislative body agenda web page at the same time that the public records are distributed or made available to the legislative body, or through a link in the Zoom Chat Section during the respective meeting. Santa Clara Valley Water District will make reasonable efforts to accommodate persons with disabilities wishing to participate in the legislative body's meeting. Please advise the Clerk of the Board Office of any special needs by calling (408) 265-2600.

Jessica Collins  
Committee Liaison

Natalie Dominguez, CMC  
Assistant Deputy Clerk II  
Office/Clerk of the Board  
(408) 265-2659  
ndominguez@valleywater.org

**Note: The finalized Board Agenda, exception items and supplemental items will be posted prior to the meeting in accordance with the Brown Act.**

**Santa Clara Valley Water District  
Capital Improvement Program Committee**

**REGULAR MEETING  
AGENDA**

---

Monday, February 8, 2021

11:00 AM

Zoom Video Teleconference

---

**IMPORTANT NOTICES**

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the Committee, staff, and the public to participate and conduct the meeting by teleconference, videoconference, or both.

Members of the public wishing to address the Committee during a video conferenced meeting on an item not listed on the agenda, or any item listed on the agenda, should use the "Raise Hand" or "Chat" tools located in Zoom meeting link listed on the agenda. Speakers will be acknowledged by the Committee Chair in the order requests are received and granted speaking access to address the Committee.

Santa Clara Valley Water District (Valley Water) in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access and/or participate in Valley Water Committee meetings to please contact the Clerk of the Board's office at (408) 630-2711, at least 3 business days before the scheduled meeting to ensure that Valley Water may assist you.

This agenda has been prepared as required by the applicable laws of the State of California, including but not limited to, Government Code Sections 54950 et. seq. and has not been prepared with a view to informing an investment decision in any of Valley Water's bonds, notes or other obligations. Any projections, plans or other forward-looking statements included in the information in this agenda are subject to a variety of uncertainties that could cause any actual plans or results to differ materially from any such statement. The information herein is not intended to be used by investors or potential investors in considering the purchase or sale of Valley Water's bonds, notes or other obligations and investors and potential investors should rely only on information filed by Valley Water on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System for municipal securities disclosures and Valley Water's Investor Relations website, maintained on the World Wide Web at <https://emma.msrb.org/> and <https://www.valleywater.org/how-we-operate/financebudget/investor-relations>, respectively.

Under the Brown Act, members of the public are not required to provide identifying information in order to attend public meetings. Through the link below, the Zoom webinar program requests entry of a name and email address, and Valley Water is unable to modify this requirement. Members of the public not wishing to provide such identifying information

are encouraged to enter "Anonymous" or some other reference under name and to enter a fictional email address (e.g., attendee@valleywater.org) in lieu of their actual address. Inputting such values will not impact your ability to access the meeting through Zoom.

## JOIN ZOOM MEETING

<https://valleywater.zoom.us/j/94158013374>

Meeting ID: 941 5801 3374

One tap mobile: +16699009128,,94158013374# US (San Jose)

Dial by your location: +1 669 900 9128 US (San Jose)

### 1. CALL TO ORDER:

1.1. Roll Call.

### 2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA.

*Notice to the Public: Members of the public who wish to address the Committee on any item not listed on the agenda should access the "Raise Hand" or "Chat" tools located in Zoom meeting link listed on the agenda. Speakers will be acknowledged by the Committee Chair in order requests are received and granted speaking access to address the Committee. Speakers comments should be limited to three minutes or as set by the Chair. The law does not permit Committee action on, or extended discussion of, any item not on the agenda except under special circumstances. If Committee action is requested, the matter may be placed on a future agenda. All comments that require a response will be referred to staff for a reply in writing. The Committee may take action on any item of business appearing on the posted agenda.*

### 3. ELECTION OF OFFICERS.

3.1. Election of 2021 Capital Improvement Program Committee Officers. [21-0094](#)

Recommendation: Nominate and elect the 2021 Capital Improvement Program Committee Chairperson and Vice Chairperson.

Manager: Michele King, 408-630-2711

Est. Staff Time: 5 Minutes

### 4. APPROVAL OF MINUTES:

- 4.1. Approval of July 31, 2020 Special Meeting, December 14, 2020 Regular Meeting and January 6, 2021 Special Meeting Minutes. [21-0093](#)
- Recommendation: Approve the minutes.
- Manager: Michele King, 408-630-2711
- Attachments: [Attachment 1: 073120 CIP Committee Minutes](#)  
[Attachment 2: 121420 CIP Committee Minutes](#)  
[Attachment 3: 010621 CIP Committee Minutes](#)
- Est. Staff Time: 5 Minutes

**5. ACTION ITEMS:**

- 5.1. Review Capital Project Monitoring - Design and Permitting Report. [21-0087](#)
- Recommendation: Receive and discuss information regarding the status of capital projects in the design and permitting phase.
- Manager: Rechelle Blank, 408-630-2615  
Christopher Hakes, 408-630-3796  
Heath McMahon, 408-630-3126
- Attachments: [Attachment 1: Design and Permitting Report](#)
- Est. Staff Time: 20 Minutes
- 5.2. Review Capital Project Monitoring - Feasibility and Planning Report. [21-0086](#)
- Recommendation: Receive updates on projects in the feasibility and planning phase, discuss resources needs, and make recommendations, as necessary.
- Manager: John Bourgeois, 408-630-2990  
Christopher Hakes, 408-630-3796  
Heath McMahon, 408-630-3126  
Rechelle Blank, 408-630-2615
- Attachments: [Attachment 1: Feasibility and Planning Report](#)
- Est. Staff Time: 20 Minutes
- 5.3. Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects. [21-0085](#)
- Recommendation: Receive information on upcoming consultant agreement amendments for capital projects.
- Manager: Chris Hakes, 408-630-3796  
Rechelle Blank, 408-630-2615  
Heath McMahon, 408-630-3126
- Est. Staff Time: 20 Minutes

5.4. Review 2020 Capital Improvement Program Committee Accomplishments Report. [21-0077](#)  
Recommendation: Review and accept the 2020 Capital Improvement Program Committee Accomplishments Report.  
Manager: Michele King, 408-630-2711  
Attachments: [Attachment 1: 2020 Accomplishments Report](#)  
Est. Staff Time: 5 Minutes

5.5. Review 2021 Capital Improvement Committee Work Plan. [21-0092](#)  
Recommendation: Review the 2021 Capital Improvement Program Committee Work Plan and make adjustments as necessary.  
Manager: Michele King, 408-630-2711  
Attachments: [Attachment 1: 2021 CIP Committee Work Plan](#)  
Est. Staff Time: 5 Minutes

**6. INFORMATION ITEMS:**

**7. CLERK REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS.**

*This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during the meeting.*

**8. ADJOURN:**

Adjourn to Regular Meeting at 11:00 a.m., on Monday, March 15, 2021, to be called to order in compliance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20.

**THIS PAGE INTENTIONALLY LEFT BLANK**



# Santa Clara Valley Water District

**File No.:** 21-0094

**Agenda Date:** 2/8/2021  
**Item No.:** 3.1.

---

## COMMITTEE AGENDA MEMORANDUM

### Capital Improvement Program Committee

**SUBJECT:**

Election of 2021 Capital Improvement Program Committee Officers.

**RECOMMENDATION:**

Nominate and elect the 2021 Capital Improvement Program Committee Chairperson and Vice Chairperson.

**SUMMARY:**

The Capital Improvement Program (CIP) Committee (Committee) was established to provide a venue for more detailed discussions regarding capital project validation, including recommendations on prioritizing, deleting, and/or adding projects to the CIP, as well as monitoring implementation progress of key projects in the CIP.

The Committee is comprised of the Committee Chairperson and Vice Chairperson, who serve as the Committee's primary and secondary facilitators, and Committee representatives. The Committee Chairperson and Vice Chairperson are elected by the Committee annually.

The following is a summary of the CIP Committee Chairperson and Vice Chairperson terms, since the Committee's 2012 enactment by the Board of Directors.

<b>Year</b>	<b>Chairperson</b>	<b>Vice Chairperson</b>
2012	B. Schmidt	T. Estremera
2013	T. Estremera	D. Kennedy
2014	T. Estremera	D. Kennedy
2015	N. Hsueh	T. Estremera
2016	N. Hsueh	T. Estremera
2017	N. Hsueh	T. Estremera
2018	N. Hsueh	L. LeZotte
2019	N. Hsueh	L. LeZotte
2020	N. Hsueh	L. LeZotte

**ATTACHMENTS:**

None.

**UNCLASSIFIED MANAGER:**

Michele King, 408-630-2711





# Santa Clara Valley Water District

---

**File No.:** 21-0093

**Agenda Date:** 2/8/2021  
**Item No.:** 4.1.

---

## COMMITTEE AGENDA MEMORANDUM

### Capital Improvement Program Committee

**SUBJECT:**

Approval of July 31, 2020 Special Meeting, December 14, 2020 Regular Meeting and January 6, 2021 Special Meeting Minutes.

**RECOMMENDATION:**

Approve the minutes.

**SUMMARY:**

In accordance with the Ralph M. Brown Act, a summary of Committee discussions, and details of all actions taken by the Capital Improvement Program Committee, during all open and public Committee meetings, is transcribed and submitted to the Committee for review and approval.

During preparation of the 2020 CIP Accomplishments Report, it was discovered that approval of the July 31, 2020 minutes had been overlooked. Therefore, the minutes are being included in this item for the Committee's approval.

Upon Committee approval, meeting minutes are finalized and entered into the Committee's historical record archives and serve as the official historical record of the Committee's meeting.

**ATTACHMENTS:**

Attachment 1: 073120 CIP Committee Minutes

Attachment 2: 121420 CIP Committee Minutes

Attachment 3: 010621 CIP Committee Minutes

**UNCLASSIFIED MANAGER:**

Michele King, 408-630-2711

**THIS PAGE INTENTIONALLY LEFT BLANK**

CAPITAL IMPROVEMENT PROGRAM COMMITTEE MEETING

# MINUTES

FRIDAY, JULY 31, 2020  
11:00 AM

(Paragraph numbers coincide with agenda item numbers)

**1. CALL TO ORDER/ROLL CALL.**

A regular meeting of the Santa Clara Valley Water District (Valley Water) Capital Improvement Program Committee (Committee) was called to order via Zoom video teleconference at 11:00 a.m.

1.1 Roll Call.

Committee members in attendance were District 4 Director Linda LeZotte, District 6 Director Tony Estremera, and District 5 Director Nai Hsueh, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance were M. Baratz, R. Blank, J. Collins, N. Dominguez, S. Ferranti, A. Fulcher, R. Fuller, M. Gangoo, C. Hakes, G. Hall, J. Martin, H. McMahon, N. Nguyen, L. Orta, M. Richardson, P. Trieu and B. Yerrapotu.

Guest presenters: Mr. Eric Firstman and Mr. Sebastian Kaplan, Meyers Nave Law Corporation.

**2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA.**

Chairperson Hsueh declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

**3. ACTION ITEMS.**

3.1. Discuss Best Value Construction Contractor Selection Method for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project.

Recommendation: Recommend proceeding with a best value construction contractor selection method for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project (FOCP).

Mr. Chris Hakes, Deputy Operating Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and the information contained in Handout 3.1-A was reviewed by Ms. Leslie Orta, Assistant District Counsel, and Mr. Eric Firstman and Mr. Sebastian Kaplan, Meyers Nave Law Corporation.

It was noted that AB 3005 (R. Rivas) Expedited Dam Safety for Silicon Valley Act to obtain best value contracting authority was currently making its way through the State Legislature.

Due to the risks associated with the Anderson Dam Tunnel Project (Project), which is a critical piece of infrastructure, and the magnitude of the project, staff feels it would be advisable for Valley Water to undertake every method possible to select a qualified contractor.

Director LeZotte expressed concern for the expedited process with regard to selecting a contractor and awarding the project. Mr. Hakes explained that the proposed modification to the contractor selection process is to enable Valley Water to comply with the Federal Energy Regulatory Commission Order that Valley Water implement the dam safety directives, including design and construction of the proposed low-level outlet immediately.

Ms. Leslie Orta, Assistant District Counsel, introduced Mr. Eric Firstman and Mr. Sebastian Kaplan, Meyers Nave Law Firm, who discussed the caliber of expertise needed to complete the Project and reviewed the best value selection process and criteria for procurement of a qualified contractor for the tunnel portion of the project.

Director LeZotte asked for and received an explanation regarding consequences associated with a bid protest, which could occur with the prequalification decision, and potential impacts to the schedule.

Mr. Bart Broom, Assistant Officer, updated the Committee on the status of AB 3005, noting the bill has tentatively been set for hearing on Wednesday, August 5, 2020.

Director LeZotte asked and received an explanation regarding response to potential challenges to Valley Water's preference for a best value selection process for the Anderson Dam Tunnel Project.

It was moved by Director LeZotte, seconded by Director Estremera and unanimously carried to support staff's proposal to recommend proceeding with a best value construction contractor selection method for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project.

#### **4. CLERK'S REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS AND RECOMMENDATIONS.**

In regard to Item 3, the Committee's support for staff's proposal to recommend proceeding with a best value construction contractor selection method for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project was entered into the record.

**5. ADJOURN.**

Chairperson Hsueh adjourned the meeting at 11:57 a.m., to the next regular scheduled meeting at 10:00 a.m., on August 10, 2020, via Zoom video teleconference.

Natalie F. Dominguez, CMC  
Assistant Deputy Clerk

Approved:

**THIS PAGE INTENTIONALLY LEFT BLANK**

CAPITAL IMPROVEMENT PROGRAM COMMITTEE MEETING

---

# MINUTES

---

**MONDAY, December 14, 2020  
10:00 AM**

(Paragraph numbers coincide with agenda item numbers)

**1. CALL TO ORDER/ROLL CALL**

A regular meeting of the Santa Clara Valley Water District (Valley Water) Capital Improvement Program Committee (Committee) was called to order via Zoom video teleconference at 10:00 a.m.

**1.1 Roll Call.**

Committee members in attendance were District 4 Director Linda LeZotte and District 5 Director Nai Hsueh, Chairperson presiding, constituting a quorum of the Committee.

District 6 Director Tony Estremera arrived as noted below.

Staff members in attendance were Rick Callender, Chief Executive Officer, Michele King, Clerk, Board of Directors, J. Aranda, A. Baker, H. Barrientos, S. Berning R. Blank, D. Chen, B. Ching, J. Collins, M. Cook, J. De La Piedra, N. Dominguez, A. Fraumeni, R. Fuller, M. Ganjoo, A. Gschwind, C. Hakes, R. Heacock, E. Latedjou-Durand, H. McMahon, D. Montenegro, J. Martin, C. Narayanan, L. Orta, M. Potter, L. Rossiter, K. Struve, D. Taylor, S. Tippetts, B. Yerrapotu and T. Yoke

**2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA**

Chairperson Hsueh declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

### **3. APPROVAL OF MINUTES**

#### **3.1. Approval of November 9, 2020 Meeting Minutes.**

Recommendation: Approve the minutes.

The Committee considered the attached minutes of the October 19, 2020 meeting. It was moved by Director LeZotte, seconded by Chairperson Hsueh and carried that the minutes be approved as amended. Director Estremera was absent.

### **4. ACTION ITEMS**

#### **4.1. Capital Project Monitoring - Construction**

Recommendation: Receive updates on projects in the construction phase, discuss resources needs, and make recommendations, as necessary.

Chairperson Hsueh reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1 were reviewed by staff as follows: Mr. Heath McMahon, Deputy Operating Officer, reviewed Items 1 through 7, Ms. Rechelle Blank, Deputy Operating Officer, reviewed Items 8 through 15, and Mr. Michael Cook, Deputy Administrative Officer, reviewed Items 16 through 19.

Director Estremera arrived during Item 4.1.

The Committee noted the information without formal action.

#### **4.2. Update on the Palo Alto Flood Basin Tide Gate Structure Replacement Project, Project No. 10394001. (City of Palo Alto, District 7)**

Recommendation: Receive an update on the Palo Alto Flood Basin Tide Gate Structure Replacement Project.

Mr. Roger Narsim, Capital Engineering Manager, reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials contained in Attachment 4.

The Committee noted the information without formal action.



4.3. Draft Preliminary Five-Year Capital Improvement Program Fiscal for Years 2022-2026.

Recommendation: Review and discuss the Draft Preliminary Five-Year Capital Improvement Program for Fiscal Years 2022-2026 and provide recommendations to staff as needed.

Ms. Jessica Collins, Watersheds Business Planning & Analysis Manager, reviewed the information on this item, per the attached Committee Agenda Memo and the corresponding presentation materials were reviewed by staff as follows: Ms. Collins reviewed Attachments 1 and 2, and Mr. Darin Taylor, Chief Financial Officer, reviewed Attachment 3.

Regarding Attachment 1, the Committee expressed concern for the overall increase to the Preliminary Fiscal Year 2022-2026 Capital Improvement Program (CIP) with regard to large water storage projects and requested that staff rework the Preliminary CIP to clarify projects that will be moving forward in the next five years, projects to be considered for potential future investment and projects to be supported by partner funding. Ms. Collins will work with staff to revise the Preliminary CIP to address the Committee's concerns and review the changes with the Committee prior to the Preliminary CIP being presented to the Board.

Regarding Attachment 3, the Committee requested Mr. Taylor rerun funding scenarios for Open Space Credit based on 25% as requested by the Board.

4.4. Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects.

Recommendation: Receive information on upcoming consultant agreement amendments for capital projects.

Jerry De La Piedra, Water Supply Planning and Conservation Unit Manager reviewed the information on Items 1 and 2, and Ms. Rechelle Blank, Deputy Operating Officer, reviewed Item 3 per the attached Committee Agenda Memo.

The Committee requested staff review all active contracts with HDR with regard to contractor performance and report back to the Committee.

4.5. Review 2020 Capital Improvement Committee Work Plan, and Proposed 2021 Work Plan and Meeting Schedule.

Recommendation: A. Review the 2020 Capital Improvement Program Committee Work Plan and make revisions as necessary;  
B. Review the proposed 2021 Capital Improvement Program Committee Work Plan and make revisions as necessary; and  
C. Review and approve the proposed 2021 CIP Committee meeting schedule.

Ms. Collins reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachments 1 through 3.

The Committee noted the information without formal action.

**5. INFORMATION ITEMS**

None.

**6. CLERK'S REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS AND RECOMMENDATIONS:**

Ms. Natalie Dominguez, Assistant Deputy Clerk II, confirmed that there were no new Committee Recommendations or Requests.

Item 4.3:

- Regarding Attachment 1, the Committee expressed concern for the overall increase to the Preliminary Fiscal Year 2022-2026 Capital Improvement Program (CIP) with regard to large water storage projects and requested that staff rework the Preliminary CIP to clarify projects that will be moving forward in the next five years, projects to be considered for potential future investment and projects to be supported by partner funding. Ms. Collins will work with staff to revise the Preliminary CIP to address the Committee's concerns and review the changes with the Committee prior to the Preliminary CIP being presented to the Board.
- Regarding Attachment 3, the Committee requested Mr. Taylor rerun funding scenarios for Open Space Credit based on 25% as requested by the Board.

Item 4.4:

The Committee requested staff review all active contracts with HDR with regard to contractor performance and report back to the Committee.

**7. ADJOURN**

Chairperson Hsueh adjourned the meeting at 11:55 P.M., to the next regular meeting on January 11, 2021, via Zoom video teleconference.

Natalie F. Dominguez, CMC  
Assistant Deputy Clerk II

Approved:

12/14/20

Attachment 1  
Page 4 of 4

CAPITAL IMPROVEMENT PROGRAM COMMITTEE SPECIAL MEETING

# MINUTES

WEDNESDAY, January 6, 2021  
11:00 AM

(Paragraph numbers coincide with agenda item numbers)

## 1. CALL TO ORDER/ROLL CALL

A regular meeting of the Santa Clara Valley Water District (Valley Water) Capital Improvement Program Committee (Committee) was called to order via Zoom video teleconference at 10:00 a.m.

### 1.1 Roll Call.

Committee members in attendance were District 4 Director Linda LeZotte, District 6 Director Tony Estremera, and District 5 Director Nai Hsueh, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance were Michele King, Clerk, Board of Directors, J. Aranda, A. Baker, S. Berning, R. Blank, J. Bourgeois, J. Collins, M. Cook, J. De La Piedra, A. Fraumeni, V. Gin, A. Gschwind, C. Hakes, H. McMahon, D. Mody, C. Narayanan, I. Orta S. Peters, M. Potter, M. Richardson, L. Rossiter, A. Shah, J. Soto, K. Struve, D. Taylor, S. Tippetts, T. Vye, G. Williams, K. Wong, and B. Yerrapotu,

Public attendees: Mr. Bill Sherman, San Jose Resident.

## 2. TIME OPEN FOR PUBLIC COMMENT ON ANY ITEM NOT ON THE AGENDA

Chairperson Hsueh declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

## 3. ACTION ITEMS

### 4.1. Follow-up Review of Draft Preliminary Five-Year Capital Improvement Program Fiscal for Years 2022-2026.

Recommendation: Review and discuss the proposed CIP Committee recommendations regarding the Draft Preliminary Five-Year Capital Improvement Program for Fiscal Years 2022-2026 and provide recommendations to staff as needed.

Chair Hsueh and Ms. Jessica Collins, Business Planning and Analysis Manager, reviewed the information on this item, per the attached Committee Agenda Memo, and the corresponding presentation materials were reviewed by staff as follows: Ms. Collins reviewed Attachment 1 and Mr. Darin Taylor, Chief Financial Officer, reviewed Attachment 2.

Director LeZotte requested and received an update on the Almaden Valley Pipeline as it relates to the 10-year pipeline inspection and rehab project.

Director LeZotte asked that staff provide the Board with an explanation of the \$17 million impact on the General Fund due to the Open Space Credit and to identify areas funded by the General Fund that will be impacted by the Open Space Credit.

The Committee directed staff to present the revised Draft Five-Year Preliminary CIP and Committee's recommendation for approval to the Board for consideration on January 12, 2021.

**4. CLERK'S REVIEW AND CLARIFICATION OF COMMITTEE REQUESTS AND RECOMMENDATIONS:**

Ms. Michele King, Clerk/Board of Directors, confirmed there were no formal requests for Board consideration and recapped the Committee's direction to staff as follows:

Item 3:

Staff provide the Board with an explanation of the \$17 million impact on the General Fund due to the Open Space Credit and to identify areas funded by the General Fund that will be impacted by the Open Space Credit.

Staff to present the revised Draft Five-Year Preliminary CIP and the Committee's recommendation for approval to the Board for consideration on January 12, 2021.

**5. ADJOURN**

Chairperson Hsueh adjourned the meeting at 11:40 a.m., to the next scheduled meeting at 10:00 a.m. on Monday, February 8, 2021, via Zoom video teleconference.

Michele King  
Clerk/Board of Directors

Approved:



# Santa Clara Valley Water District

---

**File No.:** 21-0087

**Agenda Date:** 2/8/2021  
**Item No.:** 5.1.

---

## COMMITTEE AGENDA MEMORANDUM

### Capital Improvement Program Committee

**SUBJECT:**

Review Capital Project Monitoring - Design and Permitting Report.

**RECOMMENDATION:**

Receive and discuss information regarding the status of capital projects in the design and permitting phase.

**SUMMARY:**

The 2021 Workplan for the Board Capital Improvement Program Committee (Committee) includes monitoring of capital projects during all phases of development. Staff will present a list of active projects at each Committee meeting and provide detailed information on those where potential and/or significant issues have been identified. The projects presented for discussion will be organized by phases: feasibility/planning; design; and construction. Staff will present projects to the Committee for review one phase at a time. Projects currently in the design/permitting phase are being presented at this Committee meeting.

Attachment 1 is a list of projects in the design/permitting phase. A verbal report will be provided at the meeting with more detailed information about recent developments on the projects listed in Attachment 1.

**ATTACHMENTS:**

Attachment 1: Design and Permitting Report

**UNCLASSIFIED MANAGER:**

Rechelle Blank, 408-630-2615  
Christopher Hakes, 408-630-3796  
Heath McMahon, 408-630-3126

**THIS PAGE INTENTIONALLY LEFT BLANK**

## Capital Project Monitoring Report - February 2021

### Design and Permitting Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues	Planned CM Services		
				Internal	External	Mix of Both
<u>Water Supply</u>						
1	91864005	Anderson Dam Seismic Retrofit	<p>In February 2020, FERC ordered Valley Water to implement risk reduction measures to protect the public from the risk of Anderson Dam failure due to seismic activity, and develop and implement necessary avoidance, minimization and mitigation measures. Valley Water created the Anderson Dam Federal Energy Regulatory Commission Order Compliance project (FOCP). The construction improvements necessary to complete the FOCP broad categories of proposed interim risks measures have been grouped into five construction sub projects as follows: Anderson Dam Tunnel, Reservoir &amp; Creek Modifications, Coyote Percolation Dam Replacement, FOCP Cross Valley Pipeline Extension, Coyote Creek Flood Management Measures; and Coyote Creek Stream Augmentation Fish Protection Measure. All projects are progressing in design. 100 % designs for the Anderson Dam Tunnel project are complete and currently under regulatory review. The expected NTP for construction is in April 2021. The other FOCP projects will also be designed and constructed over the next three to four years.</p> <p>The design for the larger Anderson Dam Seismic Retrofit will continue with the 90% designs expected to completed by January 2022.</p>			X
2	91874004	Calero Dam Seismic Retrofit - Design & Construct	Construction of the Project will commence after construction of Anderson Dam retrofit is completed in 2031. Therefore Project design phase is currently on HOLD and will be removed from future reports.			X
3	91894002	Guadalupe Dam Seismic Retrofit - Design & Construct	90% design submitted in December 2020.			X
4	91324002	Coyote Pumping Plant ASD Replacement	The 30% design is complete. Working with Legal and Procurement to develop RFQ for Design/Build project delivery method.			X
5	95084002	10-Yr Pipeline Inspection & Rehabilitation Project (Santa Clara Conduit)	90% design documents have been completed and staff is progressing toward final design anticipated for March 2021. Environmental/biological work continues.	X		
6	26764001	IRP2 Additional Line Valves	Snell Pipeline Valve 90% design complete and 100% design scheduled for February 2021. East Pipeline Valve and West Pipeline Valve (downstream of Santa Clara Distributary) 60% design completed and 90% design planned for May 2021. West Pipeline Valve (between Rainbow & Mann turnouts) 30% design complete and 60% design scheduled for February 2021.	X		
7	95084002	10-Yr Pipeline Inspection & Rehabilitation Project (Almaden Valley Pipeline Inspection and Line Valve Project)	Completed Design Phase Work Plan which established baseline scope, schedule and budget. Initiated design effort and working towards 60% design planned for May 2021.	X		
8	93294058	Rinconada WTP Residuals Remediation Project	90% design has been completed. Final design is anticipated in February 2021 and advertisement for construction bids planned for April 2021.	X		

## Capital Project Monitoring Report - February 2021

### Design and Permitting Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues	Planned CM Services		
				Internal	External	Mix of Both
9	91094009	South County Recycled Water Pipeline – Short Term Implementation Phase 1B/2A/1C/2B Project	100% design of plans & specifications near complete. Governance considerations to be worked out with South County cities/agencies prior to advertising for public bidding.	X		
10		Water Utility Small Capital Projects	SVAWPC Storage Building - 100% design documents with City of San Jose for review. Anticipate advertisement for construction Spring 2021. Pacheco Electrical System & HVOS Upgrades final design scheduled for February 2021. Present Engineer's Report and CEQA documents to Board at public hearing February 2021.	X		
<b><u>Flood Protection</u></b>						
11	10394001	Palo Alto Flood Basin Tide Gate Structure Replacement	60% design anticipated to be complete by summer 2021. Final design anticipated to be complete by end of 2021 pending receipt of environmental permits. Staff is currently addressing public comments on the Draft CEQA MND (public review period closed October 15, 2020). Plan is to submit permit applications in spring 2021. Staff is coordinating with City of Palo Alto regarding cost sharing on specific project items.		X	
12	26284002	San Francisquito Creek - Upstream of HWY 101	Pope Chaucer design at 80%; Channel design at 90%; Final EIR was certified in October 2019. SFCJPA applying for permits in early 2021; channel widenings expected to begin construction in 2022; Newell Rd bridge (Palo Alto) construction delayed until 2023, pushing Pope-Chaucer Bridge construction to 2024. SFCJPA and member agencies also looking at additional funding sources to close shortfall.			X
13	26074002	Sunnyvale East and West Channels	Project design complete. Permit negotiations are underway; MOA with Google underway.			
14	26154003	Guadalupe Rv-Upper, SPRR to Blossom Hill Road (R7-12)	The USACE will be re-evaluating the entire project beginning January 2021 including re-evaluating the project's alternatives and benefit-cost-ratio, with the goal of making the project more competitive for federal funding. USACE and Valley Water executed the Feasibility Cost Share Agreement for the study on December 30, 2020. The study will take 3 years and is estimate to be completed by January 2024.	N/A	USACE construction	
15	40334005	Lower Penitencia Ck Improvements, Berryessa to Coyote Cks.	The project has experienced minor delays in finalizing the plans due to late comments by the City of Milpitas. New date for final design is late February 2021 with plans to the advertise construction contract in March 2021.	X		
16	26174043	Coyote Creek, Montague Expressway to Tully Road	Project transitioned from planning phase to design phase in July 2020. Interviews to hire a design consultant for the two project phases, Phase 1 FOCF Flood Management Measures required for ADTP and Phase 2 Coyote Creek Flood Management Measures for the 2017 flood event criteria, occurred in January 2021. NTP for the consultant is anticipated by April/May 2021. 36 out of 38 permissions to enter have been received for Phase 1.			X



## Capital Project Monitoring Report - February 2021

### Design and Permitting Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues	Planned CM Services		
				Internal	External	Mix of Both
17	26174051 26174052	Llagas Creek–Upper	In January 2020, Valley Water Board of Directors approved splitting Phase 2 into two separate construction contracts, Phase 2A and Phase 2B. Phase 2A (Reach 8 - Tunnel and RCB construction) was approved by the Board at their January 12th Board meeting for construction advertisement. Once Phase 2A NTP is issued, Design team will repackage Phase 2B (last phase) for construction advertisement, pending determination of funding source.		X (2A)	X (2B-TBD)
18	26444001	San Francisco Bay Shoreline - EIA 11 Design & Part Construction	Reaches 1,2,& 3 design complete. Reaches 4 & 5 design at 60%. On December 5, 2019, the USACE advertised Reaches 1, 2 & 3 for construction, but had to reject bids because they came in over the acceptable USACE threshold. USACE re-advertised Reaches 1, 2 & 3 for construction on January 22, 2021 and anticipates awarding a late spring construction contract and beginning construction this summer 2021.	N/A	USACE construction	
19	62084001	Watershed Asset Rehabilitation Program (WARP)	Design underway for the following projects: Erosion repair for Calabazas Creek (Miller Ave. to Bollinger Rd.); concrete repair for Permanente Creek (Park Dr. to Mountain View Ave.); and interim concrete repair for Piedmont Creek (Roswell Drive to Dempsey Road); construction for Piedmont and Calabazas is anticipated to start in 2021.	X		
20	40174005	Berryessa Creek Lower Penitencia to Calaveras Blvd. (Lower Calera Creek)	Plans and specifications are complete and will be brought to the Board to advertise for construction on January 26, 2021, with an anticipated award date in March 2021 and NTP in May 2021.	X		
<b>Water Resources Stewardship</b>						
21	26164001	Hale Creek Enhancement Pilot Study	Plans and specifications are complete. Construction anticipated to be ready to bid in March 2021, pending receipt of all permissions to enter and temporary construction easements.			X
22	26044002	SCW Fish Passage Improvements at Bolsa Rd	O&M has requested permanent access ramps. As a result, staff needs to update the plans and specifications which will delay construction to summer 2022.			X
23	26044001	Almaden Lake Improvements	60% design anticipated to be completed in February 2021; Final EIR is anticipated to be brought to the Board in late March 2021 and permit applications to be submitted thereafter to the resource agencies in January 2021.	X		
<b>Buildings &amp; IT</b>						
No projects to report						

THIS PAGE INTENTIONALLY LEFT BLANK



# Santa Clara Valley Water District

---

**File No.:** 21-0086

**Agenda Date:** 2/8/2021  
**Item No.:** 5.2.

---

## COMMITTEE AGENDA MEMORANDUM

### Capital Improvement Program Committee

**SUBJECT:**

Review Capital Project Monitoring - Feasibility and Planning Report.

**RECOMMENDATION:**

Receive updates on projects in the feasibility and planning phase, discuss resources needs, and make recommendations, as necessary.

**SUMMARY:**

The CIP Committee's 2021 Workplan includes monitoring of capital projects during all phases of delivery. Staff will prepare a list of active projects to submit to the Committee each month and will provide detailed information on those where potential and/or significant issues have been identified. The projects presented for discussion will be organized by phases: feasibility/planning; design/permitting; and construction. Staff will present projects to the CIP Committee for review one phase at a time. Projects currently in the feasibility/planning phase are being presented this month.

Attachment 1 is a list of projects in the feasibility/planning phase. A verbal report will be provided at the meeting with more detailed information about recent developments as requested by the Committee.

**ATTACHMENTS:**

Attachment 1: Feasibility and Planning Report

**UNCLASSIFIED MANAGER:**

John Bourgeois, 408-630-2990  
Christopher Hakes, 408-630-3796  
Heath McMahon, 408-630-3126  
Rechelle Blank, 408-630-2615

**THIS PAGE INTENTIONALLY LEFT BLANK**

## Capital Project Monitoring - February 2021

### Feasibility and Planning Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues
<u>Water Supply</u>			
1	91084019	Dam Seismic Stability Evaluation	Seismic stability evaluations for Coyote, Chesbro and Uvas Dams on track for completion by December 2021. Spillway evaluations for Lenihan and Stevens Creek Dams started in October and are on track.
2	91954002	Pacheco Reservoir Expansion Project	Finalize Project Description for EIR; Begin preparation of draft EIR; Initial field investigations completed.
3	92C40357	FAHCE Implementation	In response to the National Marine Fisheries Service, the Coyote Creek portion of the Fish and Aquatic Habitat Collaborative Effort (FAHCE) is being coordinated with the Anderson Dam Seismic Retrofit Project.
4	95044002	SCADA Implementation Project	Staff has completed the benchmarking and scope development for procuring consultant services. RFP is expected to be out for solicitation in the next month with consultant selection by Spring 2021.
5	92264001	Vasona Pumping Plant Upgrades	Feasible Alternatives analysis is underway. Report anticipated to be complete March 2021.
6	93284013	Santa Teresa WTP Filter Media Replacement	Final Planning Study Report completed December 2020. Working on design Technical Memoranda.
7	93084004	WTP Electrical Improvement	Conceptual and Feasible Alternatives Development & Evaluation Report work is underway and planned for completion February 2021.
8	91304001	Expedited Purified Water Program - P3	San Jose City Council (Sept 1, 2020) and Santa Clara City Council (Oct 13, 2020) approved items directing city staff to participate in negotiations with Valley Water. Additional information to be reviewed at Recycled Water Committee.
9	93234044	Penitencia WTP Residuals Management Project	Project Plan completed November 2020. Preparation of a RFP is underway for design consultant services. Quarterly progress updates are being provided to DDW.
10	92304001	Almaden Valley Pipeline Replacement Project	The Business Case Report is being updated and is planned for completion in March 2021. The Planning Phase Work Plan and Project Plan will commence thereafter.
<u>Flood Protection</u>			
11	26174043	Coyote Creek, Montague Expressway to Tully Road	Due to Federal Energy Regulatory Commission Order, project was split into two projects: Coyote Creek Flood Management Measures and Coyote Creek Flood Protection Project. Projects have moved into design phase. Draft Planning Study Report will be completed in Jan 2021. Section 1126 Memorandum of Agreement (MOA) with U.S. Army Corps of Engineers (USACE) PMP work is underway.
12	26324001	Upper Penitencia Ck, Coyote Ck-Dorel Drive	Recommended project proceeding with Phase 1 and Phase 2 work, as approved by the Board of Directors in December 2019. Per Board direction (on December 17, 2019), \$21M (uninflated) transferred from this project to Coyote Creek. Draft Planning Study Report completed in Dec 2020 and is under QC review.
13	00044026s	San Francisco Bay Shoreline - Phase II and Phase III	USACE is proceeding with feasibility study for Phase 2. On January 23, 2020, the USACE completed the alternatives milestone evaluation and recommended to focus the Phase 2 Feasibility Study on Economic Impact Areas (EIAs) EIAs 1-4 (from San Francisquito Creek in Palo Alto to Permanente Creek in Mountain View). Phase 2 was scoped down to EIAs 1-4 due to risks associated with schedule and funding. The Tentative Selection Plan is scheduled for completion in April 2021. USACE is requesting future funding for a Phase 3 Feasibility Study for EIAs 5-10 (from Permanente Creek in Mountain View to Guadalupe River in San Jose).
14	30154019	Guadalupe River - Tasman to Hwy 880	Problem Definition Report completed July 2019; Alternatives analysis underway; public meeting held October 1. Planning study report delayed by six months to spring of 2021 due to extensive list of alternatives and the work required to analyze.

## Capital Project Monitoring - February 2021

### Feasibility and Planning Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues
15	26154003	Upper Guadalupe River from SPRR to Blossom Hill Road (Reaches 7-12)	In February 2020, USACE received approval of \$1.5 million in funding to perform a general re-evaluation study of the project and prepare a general re-evaluation report. Valley Water will cost share the study by contributing \$1.5 million. The study will re-evaluate the project's alternatives and benefit-cost-ratio, with the goal of making the project more competitive for federal funding. USACE and Valley Water executed the Feasibility Cost Share Agreement for the study on December 30, 2020. The study will take 3 years and is estimate to be completed by January 2024.
<b><u>Water Resources Stewardship</u></b>			
16	20444001s	Salt Ponds A5-11 Restoration	Draft Feasibility study on the realignment of Calabazas and San Tomas Creeks completed and undergoing quality control review. Final report to be presented to the Board for study direction by Spring 2021.
17	62044001	Stevens Creek Fish Passage Barrier Analysis	Consultant contract extended until June 30, 2021. Original study completed in summer of 2020 and was presented to the community through a virtual brown bag in November 2020. Consultant will develop conceptual designs for the most significant barriers to assist the project team in a prioritization study to be developed in spring 2021.
18	62044003	Ogier Ponds Planning Study	County Board of Supervisors approval of Planning Study MOA has been delayed to coordinate with related Coyote Creek and Anderson Dam projects. Further delays will impact the completion schedule of this planning study. Staff exploring options to complete early planning study tasks through a license agreement with County Parks.
19	62044001	Metcalf Pond Feasibility Study	Project team has engaged Steering Committee members with planning charrettes (problem definition and conceptual alternatives) in 2020. Draft Feasibility Study Report completed in December 2020 and is undergoing quality control review.

### **Buildings & IT**

No projects to report at this time



# Santa Clara Valley Water District

File No.: 21-0085

Agenda Date: 2/8/2021

Item No.: 5.3.

## COMMITTEE AGENDA MEMORANDUM

### Capital Improvement Program Committee

#### SUBJECT:

Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects.

#### RECOMMENDATION:

Receive information on upcoming consultant agreement amendments for capital projects.

#### SUMMARY:

At the March 28, 2017 meeting, the Board of Directors approved revising the Capital Improvement Program (CIP) Committee's purpose to include monitoring implementation progress of key projects in the CIP. At their June 29, 2020 meeting, the CIP Committee requested this topic be added as a standing item on all future CIP Committee meeting agendas, and that staff provide updates on consultant agreement amendments for capital projects that may include modifications to scope, schedule, and/or budget.

At this time, staff would like to inform the Committee of the following 11 consultant agreement amendments for capital projects.

- 1. Amendment No. 4 to Agreement A3932A with Harris & Associates for Construction Management Services for Permanente Creek Flood Protection Project Rancho San Antonio Detention Project No. 26244001 (additional funding and time extension) (R. Blank).**

Staff will recommend Board approval of a time extension and authorization of additional funding for Agreement A3932A with Harris and Associates to perform construction management and sensitive environmental support services for the Rancho San Antonio Detention Project, which is part of the larger Permanente Creek Flood Protection Project.

On January 26, 2016, the Board of Directors approved the original Agreement A3932A with Harris and Associates to perform Construction Administration, Management and Inspection services for a not-to-exceed (NTE) fee of \$1,270,410. The Board approved Amendment No. 1 to this Agreement on February 27, 2018 to increase the NTE fee by \$882,952, and approved Amendment No. 2 on March 26, 2019 to increase the NTE fee by \$350,000. These amendments included additional construction management services and environmental support and also extended the Agreement term by one year each time. On January 8th, 2020, the CEO approved Amendment No. 3 to extend the term; modify certain tasks to allow Valley

Water Construction Engineering Unit to take over the day-to-day construction and inspection responsibilities for the Project; transfer funds between tasks; and make other administrative changes.

Due to the discovery of sensitive environmental findings during the contractor's excavation activities in May 2017, the project site was shut down from February 2018 until June 2019 while a recovery plan was produced and to allow time for the Army Corps of Engineers (USACE), Santa Clara County Parks, Valley Water, and the Most Likely Descendant (MLD) to complete the required consultation process with the State Historic Preservation Officer (SHPO). The SHPO consultation was completed on June 19, 2019 and USACE reauthorized the Project's construction on June 20, 2019. Staff will recommend the Agreement term be extended by an additional year to March 31, 2022 in order to allow sufficient time for Project construction to be completed.

Due to the shutdown and additional environmental work required under the reauthorized permit, staff will recommend a time extension of the Agreement to March 31, 2022 and increasing the NTE fee by the amount of \$205,327 for a total NTE fee of \$2,708,689 to provide sufficient funds to allow the Consultant to provide the additional services required for the Rancho San Antonio Detention Project.

**2. Amendment No. 2 to Agreement A4107G with Andrew Galvan, Most Likely Descendant for Native American Consulting Services for Permanente Creek Flood Protection Project Rancho San Antonio Detention Project No. 26244001 (time extension) (R. Blank).**

Staff will recommend CEO approval of a time extension for Agreement A4017G for Native American Consulting Services at the Rancho San Antonio Detention Project, which is part of the larger Permanente Creek Flood Protection Project.

In May 2017, the discovery of sensitive environmental resources was made during the contractor's excavation activities at Rancho San Antonio. State laws require appointment of a Most Likely Descendant (MLD) of the relevant tribe to oversee the treatment of the finds at the Project area. The California State Native American Heritage Commission appointed Mr. Andrew Galvan as the MLD.

On August 9, 2018, an Agreement was executed between Valley Water and the MLD to oversee the excavation and treatment of the sensitive environmental resources for a not-to-exceed (NTE) fee of \$148,500 and with an expiration date of March 31, 2020. Amendment No. 1, executed on November 12, 2019, increased the NTE amount in the sum of \$250,000, and extended the term to March 31, 2021.

Due to the high level of effort required to comply with permit requirements resulting from consultation on the discoveries with the State Historic Preservation Officer and Army Corps of Engineers, staff recommends a time extension of Agreement A4107G of an additional year to March 31, 2022 to continue the MLD's services necessary to complete construction and final environmental reporting of the Permanente Creek Flood Protection Project Rancho San



Antonio Detention.

- 3. Amendment No. 7 to Agreement A3345A with Mott MacDonald for Design Services and Engineering Support during Construction for Permanente Creek Flood Protection Project Rancho San Antonio Detention Project No. 26244001 (time extension) (R. Blank).**

Staff will recommend CEO approval of a time extension of Agreement A3345A with Mott MacDonald to extend the expiration date of the Agreement to March 31, 2022. This time extension will allow Consultant to continue to provide engineering support during the final extended phases of construction and closeout of the Rancho San Antonio Flood Detention Basin Project No. 26244001.

- 4. Amendment No. 7 to Agreement A2735A with ICF International (formerly Jones and Stokes, Inc.) for Environmental Planning/CEQA Support for the Permanente Creek Flood Protection Project No. 26244001s (time extension) (R. Blank).**

Staff will recommend CEO approval of a time extension of Agreement A2735A with ICF International to extend the expiration date to March 31, 2022. The time extension will allow Consultant to continue to provide environmental planning support during the final extended phases of construction and closeout of the permits for the Permanente Creek Flood Protection Project No. 26244001.

- 5. Amendment No. 2 to Agreement A3958A with Biggs Cardosa Associates, Inc., and Amendment No. 2 to Agreement A3959A with Mark Thomas & Company, Inc. for On-Call Structural Engineering Services (time extension) (H. McMahon).**

Staff will recommend CEO approval of an Amendment No. 2 to each Agreement, extending their terms by two years, with a new expiration date of April 26, 2023 with no increase to the total not-to-exceed fee of \$1,000,000 for each Agreement. Valley Water has a large Capital Improvement Program consisting of numerous complex projects. Staff projects a continued demand for on-call structural engineering services for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project (FOCP), several capital improvement projects, and ongoing operations and maintenance work.

- 6. Amendment No. 3 to Agreement A3958A with Biggs Cardosa Associates, Inc., and Agreement No. 3 to A3959A with Mark Thomas & Company, Inc. for On-Call Structural Engineering Services (additional funding) (H. McMahon).**

Staff will recommend Board approval of an Amendment No. 3 to each Agreement, increasing the not-to-exceed fee in each by \$750,000, resulting in a total not-to-exceed fee of \$1,750,000 for each Agreement. Valley Water has a large Capital Improvement Program consisting of numerous complex projects. Staff projects a continued demand for structural engineering services for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project (FOCP), several capital improvement projects, and ongoing operations and

maintenance work.

On-call structural engineering services for the FOCP were not included in the scope of the original Agreements in 2016. Amendment No. 3 to each Agreement will continue to provide a mechanism for both firms to perform the necessary structural engineering services for the above-mentioned projects and keep them on schedule.

Based on staff's experiences with past task orders issued for these Agreements, increasing costs during the term of these Agreements, and anticipated future increased costs to accomplish the services, staff recommends increasing the task order financial limit in both existing Agreements from \$100,000 to \$250,000. For efficiency and expediency in creating and implementing task order work, staff recommends adding delegated authority to the Unit Manager to approve task orders not-to-exceed \$100,000 and raising the Deputy Operating Officer's authority to the increased amount of \$250,000.

The current Agreements require task orders to be issued in alternating order between the two consultants. Staff recommends modifying the Agreements to state that both consultants must prepare proposals for each task order solicited by Valley Water so the work may be assigned to the consultant best prepared to perform the work.

**7. Amendment No. 1 to Agreement A4325G with Horizon Water and Environmental, LLC. for Environmental Planning and Permitting Services for Anderson Dam Seismic Retrofit Project No. 91864005 (additional funding) (C. Hakes)**

Staff will recommend Board approval of Amendment No. 1 to Agreement A4325G to add services to the scope of work and increase the NTE fee by \$2,974,005 for a new NTE fee of \$7,468,230. This additional funding will allow Consultant to provide additional project management, support with regulatory permitting work, and complete environmental documentation for the Anderson Dam Seismic Retrofit Project.

**8. Amendment No. 2 to Agreement A3936A with Associated Right of Way Services, Inc. for On-Call Real Estate Services (time extension) (R. Blank).**

Staff will recommend CEO approval of Amendment No. 2 to Agreement A3936A to extend the expiration date from February 10, 2021 to February 9, 2022 and allow for other administrative updates.

Agreement A3936A allows the Consultant to provide as-needed real estate services which augment Valley Water staff's work on projects in the Capital Improvement Program and Operations. These services support the Real Estate Division, specifically with environmental assessments, appraisals, acquisition, disposition, transactions regarding other real property interests (such as fee simple, easements, and other real property interests); providing relocation services for displaced residential or business tenants; and assist Valley Water staff with the condemnation process such as preparing supplemental reports, responding to discovery requests, and testifying at judicial proceedings, on an as-needed basis. The original

Agreement with the Consultant was executed on February 9, 2016.

**9. Amendment No. 1 to Agreement A4296A with Vena Solutions, Inc. for On-Call Enhancements and Support Services to support the Capital Improvement Program Project No. 00074033 and Budget Office Project No. 60221001 (time extension, additional funding) (J. Collins).**

Staff will recommend Board approval of Amendment No. 1 to A4296A with Vena Solutions, Inc., to extend the Agreement expiration date to January 31, 2023 and add an additional \$198,000 for a new NTE fee of \$500,000.

Agreement A4296A was approved in October 2019 as a sole-source Agreement for Enhancements and Support Services to support the Capital Improvement Program Project and the Budget Office. Amendment No. 1 to Agreement A4296A will extend the Agreement term to January 31, 2023, increase the NTE fee by \$198,000, and modify the scope of services, adding an additional Task 4 Biennial Budget to assist Valley Water with the implementation of a two-year budget cycle, as directed by Valley Water's Board of Directors.

On August 11, 2020, the Board of Directors directed staff to implement a rolling biennial budget process to be updated annually after implementation of, and demonstrated stability of, the Infor Enterprise Resource Planning system.

Valley Water is currently using the Vena budgeting system on an annual Capital Budget, Operating Budget, and Rate Setting cycle.

Vena was implemented in FY18 and continues to be refined. Financial information in Vena is currently synched with the accounting software by fiscal year. Consultant's services to be performed as described in Amendment No. 1 to Agreement A4296A will assist Valley Water in its transition to a biennial budget process with the addition of Task 4 Biennial Budget. These services will be provided in addition to ongoing support provided as part of this On-Call Agreement A4296A.

**ATTACHMENTS:**

None.

**UNCLASSIFIED MANAGER:**

Chris Hakes, 408-630-3796  
Rechelle Blank, 408-630-2615  
Heath McMahon, 408-630-3126

**THIS PAGE INTENTIONALLY LEFT BLANK**



# Santa Clara Valley Water District

---

**File No.:** 21-0077

**Agenda Date:** 2/8/2021  
**Item No.:** 5.4.

---

## COMMITTEE AGENDA MEMORANDUM

### Capital Improvement Program Committee

**SUBJECT:**

Review 2020 Capital Improvement Program Committee Accomplishments Report.

**RECOMMENDATION:**

Review and accept the 2020 Capital Improvement Program Committee Accomplishments Report.

**SUMMARY:**

Under direction of the Clerk, Work Plans are used by Board Committees to increase efficiency, provide advance notice of intended Committee discussions, and enable improved follow-up by staff.

Work Plans are dynamic documents managed by Committee Chairs annually and are subject to change as needed throughout the year.

As Committee work is accomplished, work plans are updated to capture outcomes and results achieved, allowing it to serve as the Annual Accomplishments Report upon completion of the calendar year.

Recognizing the completion of the 2020 calendar year, the Capital Improvement Program Committee's 2020 Accomplishments Report (Attachment 1), is presented for the Committee's review and acceptance.

**ATTACHMENTS:**

Attachment 1: 2020 Accomplishments Report

**UNCLASSIFIED MANAGER:**

Michele King, 408-630-2711

**THIS PAGE INTENTIONALLY LEFT BLANK**

**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
1	CAPITAL PROJECT MONITORING  Construction	02/10/20, 09/14/20, 12/14/20: Receive and discuss information regarding the status of capital projects in the construction phase.	<p>2/10/20: The Committee received an update on projects in the construction phase with regard to project status and projects completed or pending completion, and noted the information without formal action. District Counsel noted that that in regard to the 10-Year Pipeline Inspection and Rehabilitation Project that reference to project completion applied only to the Cross-Valley and Calero pipelines, and not the overall 10-Year Project. The Committee noted the information without formal action and requested staff provide an update to the full Board on Information Technology Disaster Recovery.</p> <p>9/14/20: The Committee received an update on projects in the construction phase with regard to project status and projects completed or pending completion, and noted the information without formal action.</p> <p>12/14/20: The Committee received an update on projects in the construction phase with regard to project status and projects completed or pending completion, and noted the information without formal action.</p>
2	CAPITAL PROJECT MONITORING  Design	03/9/20, 08/10/20, 10/19/20: Receive and discuss information regarding the status of capital projects in the design phase.	<p>03/9/20: The Committee received an update and noted the information on projects in the design phase. The Committee made the following requests regarding Item 4.1, Attachment 1: Revise Attachment 1, Item 6, Rinconada Water Treatment Plant (RWTP) Residuals Management facility restoration program to 1) include details regarding the landscape work being done as small capital projects at RWTP, and 2) transfer system improvement elements from Item 6 to Item 7, and revise Attachment 1, Item 7, RWTP Residuals Remediation Project to include the status of system improvement element remediation work.</p> <p>08/10/20: The Committee received an update and noted the information on projects in the design phase. Staff was requested to return with an update on the Stevens Creek Fish Barrier Removal</p>

**2020 Annual Accomplishments Report  
Capital Improvement Program Committee**

Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
			<p>Project, including a prioritized list of fish barriers proposed for removal and the estimated project cost.</p> <p><b>10/19/20:</b> The Committee received an update and noted the information on projects in the design phase. Regarding Attachment 1, Item 8, South County Recycled Water Pipeline, staff reported the project design is nearing 100 percent completion and ready for advertisement in 2021. The Committee advised staff of the Board's long-term concern of continued investments in the South County recycled water program, and that it was likely the Board would not approve advertisement until agreements are reached with Morgan Hill/Gilroy on governance issues. Staff reported they were working to resolve issues with governance structure, policy, and project cost share. Letters have been sent to the cities of Gilroy and Morgan Hill inviting them to meet with Valley Water to discuss the project.</p>
3	<p><b>CAPITAL PROJECT MONITORING</b></p> <p><b>Planning/Feasibility</b></p> <ul style="list-style-type: none"> <li>• <b>Water Supply Infrastructure Implementation Projects</b></li> </ul>	<p><b>01/13/20:</b> Receive updates on projects in the planning and feasibility phase, discuss resources needs, and make recommendations as necessary.</p> <p><b>8/10/20:</b> Review and provide input to staff on the proposed project approach for the three new water supply infrastructure implementation projects included in the Fiscal Year (FY) 2021-25 five-year Capital Improvement Program.</p> <p><b>11/09/20:</b> Receive updates on projects in the planning and feasibility phase, discuss resources needs, and make recommendations as necessary.</p>	<p><b>01/13/20:</b> The Committee received updates on projects in the planning and feasibility phase and noted the information. Staff was requested to remove FAHCE Implementation from the Capital Project Monitoring – Planning and Feasibility Report, and refer it to the FAHCE Committee.</p> <p><b>08/10/20:</b> The Committee received an update on the proposed project approach for Water Supply Infrastructure Implementation Projects and expressed support for the for the proposed approach for the Supervisory Control and Data Acquisition, Water Treatment Plant and Distribution System Implementation Projects included in the FY 2021-25 five-year Capital Improvement Program.</p> <p><b>11/9/20:</b> The Committee received updates on projects in the planning and feasibility phase and noted the information.</p>



**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
4	<p align="center"><b>CAPITAL PROJECT MONITORING</b></p> <p>Contracts Compliance Process Review</p>	<p>09/14/20: Receive a status update as it relates to the Contracts Compliance Process, including the new approval process for consultant agreement amendments, and provide feedback as necessary.</p>	<p>09/14/20: The Committee received an update on the Contracts Compliance Process with regard to the new approval process for Consultant Agreement Amendments for Capital Projects. The Committee requested staff do more fine tuning of the consultant agreement amendment approval process with regard to the design and planning stages to address contract compliance concerns, process monitoring checkpoints, redundancies, and the quality of consultant's work, and bring the item back to the Committee for further discussion.</p>
5	<p align="center"><b>CAPITAL PROJECT MONITORING</b></p> <p>Review Alternate Contracting Process for Anderson Dam Project</p>	<p>07/31/20: Recommend proceeding with a best value construction contractor selection method for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project (FOCP).</p>	<p>7/31/20: The Committee discussed and received a presentation on the best value construction contractor selection method for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project and the status of AB 3005 (R. Rivas) Expedited Dam Safety for Silicon Valley Act to obtain best value contracting authority. It was moved by Director LeZotte, seconded by Director Estremera, and unanimously carried to support staff's proposal to recommend proceeding with a best value construction contractor selection method for the Anderson Dam Federal Energy Regulatory Commission Order Compliance Project.</p>
6	<p align="center"><b>CIP IMPLEMENTATION</b></p> <p>Review Project Delivery Process for Capital Projects</p>	<p>02/10/20: Review and discuss Project Delivery Process for Capital Projects and provide direction to staff as necessary.                      10/19/20, 11/9/20: Review and discuss the addition of the following Board engagement points into the Capital Project Delivery Process for capital projects with unusually complex fiscal, jurisdictional, environmental, or community considerations: i. During the Planning/Feasibility Phase, after</p>	<p>02/10/20: The Committee received an update and discussed the timing of the Board's engagement on new projects staff recommended feasible alternatives for new projects should be presented to the Board prior to projects entering the design phase. The Committee will discuss topic during the upcoming Board Strategic Planning Meeting and provide feedback and direction to staff based on the Board's discussion and action.                      10/19/20: The Committee received an update on the Project Delivery Process for Capital Projects. Staff was directed staff to modify the Project Delivery Process to differentiate between Board engagement information and action points and bring this back to the Committee for further discussion, and to identify current projects per</p>

**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
		identification of the Feasible Alternatives, but before selection of the Recommended Alternative, bring forward a presentation to the Capital Improvement Program (CIP) Committee regarding the Feasible Alternatives and staff's initially proposed Recommended Alternative and, if recommended by the CIP Committee, present to the Board for feedback in order to inform the selection of the Recommended Alternative; and ii. For the projects for which the Board provided feedback regarding the Recommended Alternative, should changes to the project occur during the Planning and initial Design Phases that result in a significant deviation from the Recommended Alternative, staff will return to both the CIP Committee and the Board to provide information and receive feedback, as necessary, prior to the public review of the California Environmental Quality Act (CEQA) document; and Recommend presenting these additional Board engagement/approval points to the Board for consideration, or provide alternative recommendations and feedback, as necessary.	the Project Delivery Process that are good candidates for Board engagement during the planning/design phase. <b>11/9/20:</b> The Committee received an update on the Project Delivery Process for Capital Projects including modification requested during the 10/19/20 meeting. The Committee directed staff to move forward and present the updated Capital Project Delivery Process to the full Board.

**2020 Annual Accomplishments Report  
Capital Improvement Program Committee**

Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
7	<p style="text-align: center;"><b>CIP IMPLIMENTATION</b></p> <p>Opportunities to Enhance and Update the Safe, Clean Water and Natural Flood Protection Program by Evaluating a Future Funding Measure.</p>	<p><b>03/09/20:</b> A. Receive information on opportunities to strengthen and update the existing Safe, Clean Water and Natural Flood Protection Program; and B. Provide input on potential new program development, specifically potential capital improvement projects.</p>	<p><b>03/09/20:</b> The Committee Receive information on opportunities to strengthen and update the existing Safe, Clean Water and Natural Flood Protection Program and requested that that staff consider revising language to clarify the Safe, Clean Water and Natural Flood Protection Program 's objective and provide a clear description of capital projects versus perpetual maintenance projects.</p>
8	<p style="text-align: center;"><b>CIP DEVELOPMENT</b></p> <p><b>CIP Planning Process</b></p> <ul style="list-style-type: none"> <li>• Overview of Annual CIP Process and Integrated Financial Planning Schedule for Capital Projects, and Review of FY22 Unfunded Projects.</li> <li>• Committee Review of Initially Validated Projects</li> <li>• Review Significant Project Plan Updates</li> </ul>	<p><b>10/20/20:</b> Receive overview of the Annual Capital Improvement Program Process and Integrated Financial Planning Schedule; and review list of currently Unfunded Capital Projects.</p> <p><b>11/9/20:</b> Review Significant Project Plan Updates Since Adoption of the Adopted Fiscal Year 2021-25 (FY 21-25) Capital Improvement Program (CIP) Five-Year Plan.</p>	<p><b>10/20/20:</b> The Committee received an overview of the Annual CIP Process and Integrated Financial Planning Schedule for Capital Projects, and Review of FY22 Unfunded Projects. The Committee requested the Preliminary Capital Improvement Program presentation to the Board include a clear depiction of the status of the South County Recycled Water Pipeline Project and funding scenario.</p> <p><b>11/9/20:</b> The Committee received information on significant project plan updates to the Anderson Dam Seismic Retrofit, Pacheco Reservoir Expansion, Penitencia Water Treatment Plant Residuals Management, Expedited Purified Water Program – Indirect Potable Water Reuse, Palo Alto Flood Basin Tide Gate Structure Improvements, Permanente Creek Flood Protection – Bay to Foothill Expressway, Lower Penitencia Creek Improvements – Berryessa to Coyote Creeks, Upper Llagas Flood Protection – Buena Vista Avenue to Llagas Road, and South San Francisco Bay Shoreline – EIA 11 Projects; and an overview of the Capital Construction Management System Project. The Committee noted the information without formal action and directed staff to agendized the Palo Alto Flood Basin Tide Gate Structure Improvement Project for additional discussion at a future meeting.</p>

**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
9	CIP DEVELOPMENT  Preliminary CIP Review	<p><b>01/6/21:</b> Review and discuss the Updated Fiscal Years 2021-2025 Preliminary Capital Improvement Program and provide recommendations to staff as needed.</p> <p><b>12/14/20:</b> Review and discuss the Draft Preliminary Five-Year Capital Improvement Program for Fiscal Years 2022-2026 and provide recommendations to staff as needed.</p>	<p><b>01/13/21:</b> The Committee received an update on the FY 2021-2021 Preliminary CIP and made the following requests of staff: Regarding Attachment 1: Staff to review Preliminary CIP, Page 11, Change From FY 2020 column, grand total amount, make corrections as necessary, and provide a verbal update to the Board during the January 14, 2020 Board meeting; and following the January 14, 2020 Board Meeting, staff to update the CIP to reflect changes based on Board discussion and action as necessary. Regarding Attachment 2: Staff to revise Pg. 2 to remove the assumption of \$80 million in National Resources Conservation Service reimbursements for the Upper Llagas Creek project from the January 14 presentation to the Board and reflect local funding only.</p> <p><b>12/14/20:</b> The Committee reviewed the the Draft Preliminary Five-Year Capital Improvement Program for Fiscal Years 2022-2026. Regarding Item 4.3, Attachment 1, the Committee expressed concern for the overall increase to the Preliminary Fiscal Year 2022-2026 Capital Improvement Program (CIP) with regard to large water storage projects and requested that staff rework the Preliminary CIP to clarify projects that will be moving forward in the next five years, projects to be considered for potential future investment and projects to be supported by partner funding. The Committee requested Ms. Collins to revise the Preliminary CIP to address the Committee's concerns and review the changes with the Committee prior to the Preliminary CIP being presented to the Board. Regarding Item 4.3, Attachment 3, the Committee requested Mr. Taylor rerun funding scenarios for Open Space Credit based on 25% as requested by the Board.</p>

**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
10	Information on the Calabazas and San Tomas Aquino Creek Realignment Project, a Part of Salt Ponds A5-11 Restoration (Project Number 20444001), and the Availability of Grant Funds from the San Francisco Bay Restoration Authority (Measure AA) and from the Ocean Protection Council (Proposition 68).	09/14/20: Receive information on the Calabazas and San Tomas Aquino (STA) Creek Realignment Project, a part of Salt Ponds A5-11 Restoration (Project Number 20444001) and the availability of Measure AA and Proposition 68 grant funds for planning, permitting, design, data collection and analysis, California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA) documentation; and provide feedback, as necessary.	09/14/20: The Committee received an update on the Calabazas and San Tomas Aquino Creek Realignment Project, a Part of Salt Ponds A5-11 Restoration and the availability of grant funds from the San Francisco Bay Restoration Authority (Measure AA) and the Ocean Protection Council (Proposition 68). The Committee requested staff bring the Calabazas and San Tomas Aquino (STA) Creek Realignment Project Feasibility Study to the Committee at a future meeting for discussion and to receive feedback.
11	STANDING ITEM  Upcoming Consultant Agreement Amendment	02/10/20, 08/10/20, 09/14/20, 10/19/20, 11/9/20, 12/14/20: Receive information on upcoming consultant agreement amendments for capital projects that staff will be recommending for Board approval.	02/10/20: The Committee received an update on proposed amendments to the with GEI Consultants for planning and environmental consultant services for the Calero and Guadalupe Dams Seismic Retrofits project. The Committee requested staff agendize a discussion regard the contract compliance process. 08/10/20: The Committee received an update on proposed amendments to the agreement with NV5, Inc., for the San Francisquito Creek Project and agreement with Brown and Caldwell, Inc., for the Coyote Pumping Plan Adjustable Speed Drive Replacement Project, and noted the information without formal action. 09/14/20: The Committee received an update on proposed amendments to agreements with: Wood Rogers, Inc. for the Lower Penitencia Creek Improvements, Mott MacDonald, LLC. for Permanente Creek Flood Protection Project, GEI Consultants, Inc. for Calero and Guadalupe Seismic Retrofits Project, GEI Consultants, Inc. for Calero and Guadalupe Seismic Retrofits Project, and Northgate Environmental Management, Inc. for On-Call Environmental Site Assessment, Remedial Design, and Storm Water Management and Engineering Services. The Committee noted the information without formal action.

**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
			<p><b>10/19/20:</b> The Committee received an update on proposed amendments the agreement with AECOM Technology Services, Inc., for Consultant/Planning Services for the Stevens Creek Fish Passage Analysis for the Watersheds Habitat Enhancements Project, and noted the information without formal action.</p> <p><b>11/9/20:</b> The Committee received an update on proposed amendments to agreements with RMC Water and Environment for <b>additional design services and engineering support services during construction for the Upper Llagas Creek Flood Protection Project</b> and URS Corporation for <b>engineering design services for the Anderson Dam Seismic Retrofit Project</b>, and Black and Veatch for <b>project management services for the Anderson Dam Seismic Retrofit Project</b>. <b>The Committee</b> noted the information without formal action.</p> <p><b>12/14/20:</b> The Committee received an update on proposed amendments to the agreements with Environmental Science Associates (ESA) for environmental review and permitting services for the Expedited Purified Water Program, Indirect Potable Reuse Project, HDR Engineering, Inc. for project management services for the Expedited Purified Water Program, Indirect Potable Reuse Project, and Kleinfelder, Inc., and Cal Engineering &amp; Geology, Inc. for on-call geotechnical engineering services. The Committee requested staff review all active contracts with HDR with regard to contractor performance and report back to the Committee.</p>

**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



<p>12</p>	<p style="text-align: center;">STANDING ITEM</p> <p>Work Plan</p>	<p>01/13/20, 02/10/20, 03/09/20, 06/29/20, 08/10/20, 09/14/20, 10/19/20, 11/9/20, 12/14/20: Review the 2020 Capital Improvement Program Committee Work Plan, and make adjustments as necessary.</p>	<p>1/13/20: The Committee reviewed the Work Plan with regard to proposed items for the remaining meetings in 2020 and made the following adjustments:</p> <ul style="list-style-type: none"> <li>• Remove Safe, Clean Water Projects Implementation from the Work Plan; move Project Planning Studies for Board Review/Approval from Capital Project Monitoring to CIP Implementation section;</li> <li>• Delete New Projects from CIP Development section; and</li> <li>• Add new item to the CIP Development section: Potential Capital Projects for New Measure.</li> </ul> <p>2/10/20: The Committee reviewed the Work Plan with regard to proposed items for the remaining meetings in 2020 and made the following adjustments:</p> <ul style="list-style-type: none"> <li>• Agendize a discussion regarding the contract compliance process.</li> </ul> <p>3/9/20: The Committee noted the information without formal action. Chairperson Hsueh noted that the Board would discuss Project Labor Agreements at an upcoming meeting, which could result in a Project Labor Agreement discussion item being added to the Committee's Work Plan.</p> <p>6/29/20: The Committee discussed its purpose and whether it was meeting the needs of the Board with regard to providing timely recommendations on capital projects and keeping the Board apprised of potential impacts before key decision making points occurred. Staff identified areas for improvement and suggested training for staff on CIP processes and annual cycle with regard to the updating of project plans. The following adjustments were made to the Committee's Work Plan:</p> <ul style="list-style-type: none"> <li>• Add an item to review significant project plan updates identified under the CIP Planning Process for Capital Projects (October 2020);</li> <li>• Add an item to discuss water supply infrastructure implementation projects under Planning and Feasibility section (July 2020);</li> </ul>
-----------	---	---	---



**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
			<ul style="list-style-type: none"> <li>• Add item to review alternate contracting process for Anderson Dam Project under CIP Implementation (July 2020); and</li> <li>• Include consultant agreement amendments as a standing item (Monthly).</li> </ul> <p>8/10/20: The Committee reviewed the Work Plan with regard to proposed items for the remaining meetings in 2020, and noted the information without formal action.</p> <p>9/14/20: The Committee reviewed the Work Plan with regard to proposed items for the remaining meetings in 2020 and requested the following items to be included in the 10/19/20 agenda:</p> <ul style="list-style-type: none"> <li>• Project Delivery Process</li> <li>• Significant Project Plan Updates</li> <li>• Capital Project Monitoring - Design</li> </ul> <p>10/19/20: The Committee reviewed the Work Plan with regard to proposed items for the remaining meetings in 2020 and noted the following items to be included in the 11/9/20 agenda:</p> <ul style="list-style-type: none"> <li>• Capital Project Monitoring – Planning/Feasibility</li> <li>• Review Project Delivery Process for Capital Projects</li> <li>• Review Significant Project Plan Updates</li> </ul> <p>11/9/20: The Committee reviewed the Work Plan with regard to proposed items for the remaining meetings in 2020 and noted the following items to be included in the 12/14/20 agenda:</p> <ul style="list-style-type: none"> <li>• Capital Project Monitoring – Construction Report</li> <li>• Contracts Compliance Process Review</li> <li>• Preliminary Capital Improvement Program Review</li> </ul>



**2020 Annual Accomplishments Report**  
**Capital Improvement Program Committee**  
 Updated: 1/29/21



ITEM	WORK PLAN ITEM BOARD POLICY STAFF	INTENDED OUTCOME(S) (Action or Information Only)	ACCOMPLISHMENT DATE AND OUTCOME
13	Standing Item - Minutes	1/13/20, 2/10/20, 3/9/20, 6/29/20, 7/31/20, 8/10/20, 9/14/20, 10/19/20, 11/9/20, 12/14/20: Approve meeting minutes.	01/13/20: Approved 12/18/19 Minutes 02/10/20: Approved 01/13/20 Minutes 03/09/20: Approved 02/10/20 Minutes 06/29/20: No minutes presented for approval 08/10/20: Approved 03/09/20 and 6/29/20 Minutes 09/14/20: Approved 08/10/20 Minutes 10/19/20: Approved 09/19/20 Minutes 11/09/20: Approved 10/19/20 Minutes 12/14/20: Approved 11/09/20 Minutes
14	Standing Item – Annual Accomplishments Report	01/13/20: Review and accept the 2019 Capital Improvement Program Committee Accomplishment Report.	01/13/20: The Committee approved the 2019 Capital Improvement Program Committee Accomplishments Report.

THIS PAGE INTENTIONALLY LEFT BLANK



# Santa Clara Valley Water District

---

**File No.:** 21-0092

**Agenda Date:** 2/8/2021  
**Item No.:** 5.5.

---

## **COMMITTEE AGENDA MEMORANDUM**

### **Capital Improvement Program Committee**

**SUBJECT:**

Review 2021 Capital Improvement Committee Work Plan.

**RECOMMENDATION:**

Review the 2021 Capital Improvement Program Committee Work Plan and make adjustments as necessary.

**SUMMARY:**

Work Plans are created and implemented by all Board Committees to increase Committee efficiency, provide increased public notice of intended Committee discussions, and enable improved follow-up by staff. Work Plans are dynamic documents managed by Committee Chairs and are subject to change. Committee Work Plans also serve to assist to prepare an Annual Committee Accomplishments Reports.

Discussion of topics as stated in the Plan have been described based on information from the following sources:

- Items referred to the Committee by the Board;
- Items requested by the Committee to be brought back by staff;
- Items scheduled for presentation to the full Board of Directors; and
- Items identified by staff.

The CIP Work Plan contained in Attachment 1 is presented for the Committee's review to determine topics for discussion in 2021.

The meeting schedule has been changed. All regular monthly meetings are now scheduled to occur at 11:00 a.m., on the third Monday of each month or at the call of the Committee Chair.

**ATTACHMENTS:**

Attachment 1: 2021 CIP Committee Work Plan

**UNCLASSIFIED MANAGER:**

Michele King, 408-630-2711

**THIS PAGE INTENTIONALLY LEFT BLANK**

## CIP Committee 2021 Workplan

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Capital Project Monitoring</b>												
Feasibility/Planning		X		X			X			X		
Design/Permitting		X			X			X			X	
Construction			X			X			X			X
Consultant Agreement Compliance Process			X									
<b>CIP Implementation</b>												
Review Project Delivery Process for Capital Projects												
• O&M Costs (Design) and Readiness Assessment (Construction)			X									
<b>CIP Development</b>												
CIP Planning Process												
• Annual CIP Process and Integrated Financial Planning Calendar Overview										X		
• Committee Review of Initially Validated Projects										X		
• Review Significant Project Plan Updates											X	
Preliminary CIP Review	X											X
<b>Standing Items</b>												
Upcoming Consultant Agreement Amendments	N/A	X	X	X	X	X	X	X	X	X	X	X
Workplan	N/A	X	X	X	X	X	X	X	X	X	X	X
Minutes	N/A	X	X	X	X	X	X	X	X	X	X	X

THIS PAGE INTENTIONALLY LEFT BLANK