

# Attachment A

**Board Contract Summary**

BC 16 \_110

For use with Expenditure Contracts submitted to the Board for approval. Complete information below, print, obtain signature of authorized departmental representative, and submit this form, along with attachments, to the appropriate departments for signature. See also: Auditor-Controller Intranet Policies->Contracts.

D1.	Fiscal Year .....	2015-2016
D2.	Department Name .....	Public Works
D3.	Contact Person .....	Martin Wilder
D4.	Telephone .....	x8755

K1.	Contract Type (check one): <input checked="" type="checkbox"/> Personal Service <input type="checkbox"/> Capital	
K2.	Brief Summary of Contract Description/Purpose .....	Design of Phase 1 plant upgrades.
K3.	Department Project Number .....	PLEXP1
K4.	Original Contract Amount .....	\$ 2,980,949
K5.	Contract Begin Date .....	09/22/2015
K6.	Original Contract End Date .....	12/31/2017
K7.	Amendment? (Yes or No) .....	Yes
K8.	- New Contract End Date .....	
K9.	- Total Number of Amendments .....	3
K10.	- This Amendment Amount .....	\$ 163,511
K11.	- Total Previous Amendment Amounts .....	\$ 144,351
K12.	- Revised Total Contract Amount .....	\$ 3,288,811

B1.	Intended Board Agenda Date .....	10/11/2016
B2.	Number of Workers Displaced (if any) .....	
B3.	Number of Competitive Bids (if any) .....	
B4.	Lowest Bid Amount (if bid) .....	
B5.	If Board waived bids, show Agenda Date .....	
	and Agenda Item Number .....	
B6.	Boilerplate Contract Text Changed? (If Yes, cite Paragraph) .....	

F1.	Fund Number .....	2870
F2.	Department Number .....	054
F3.	Line Item Account Number .....	8200
F4.	Project Number (if applicable) .....	
F5.	Program Number (if applicable) .....	
F6.	Org Unit Number (if applicable) .....	
F7.	Payment Terms .....	Net 30 days

V1.	Auditor-Controller Vendor Number .....	051723
V2.	Payee/Contractor Name .....	Carollo Engineers, Inc.
V3.	Mailing Address .....	3150 Bristol St., Suite 500
V4.	City State (two-letter) Zip (include +4 if known) .....	Costa Mesa, CA 92626
V5.	Telephone Number .....	(714) 593-5100
V6.	Vendor Contact Person .....	Toby Weissert
V7.	Workers Comp Insurance Expiration Date .....	12/31/2017
V8.	Liability Insurance Expiration Date .....	07/04/2017
V9.	Professional License Number .....	CIVIL ENGINEER #41239
V10.	Verified by (print name of county staff) .....	MARTIN WILDER

V11 Company Type (Check one):  Individual  Sole Proprietorship  Partnership  Corporation

I certify information is complete and accurate; designated funds available; required concurrences evidenced on signature page.

Date: 8-16-2016 Authorized Signature: Martin Wilder

**AMENDMENT NO. 3  
TO AGREEMENT FOR PROFESSIONAL SERVICES WITH CAROLLO ENGINEERS,  
INCORPORATED FOR THE DESIGN OF LAGUNA COUNTY SANITATION DISTRICT  
WASTEWATER RECLAMATION PLANT UPGRADES**

THIS AMENDMENT, effective as of the date last written below, is entered into between the Laguna County Sanitation District, a dependent special district of the County of Santa Barbara, a political subdivision of the state (hereinafter DISTRICT) and Carollo Engineers, Incorporated, having its place of business at 3150 Bristol Street, Suite 500, Costa Mesa, CA 92626 (hereinafter ENGINEER).

WHEREAS, the parties hereto, on September 22, 2015, entered into an agreement (BC16-110) for performance of professional services by ENGINEER in connection with the Laguna County Sanitation District Plant Upgrades Project; and

WHEREAS, the original agreement amount for said services was in the not to exceed amount of \$2,980,949 with a contingency of \$150,000 for a total contract amount of \$3,130,949; and

WHEREAS, Amendment No. 1 in the amount of \$38,791 was executed by the Board of Directors on April 5, 2016 that provided for additional electrical related studies and design and allowed for the execution of future amendments up to the remaining contingency amount of \$111,209 by the Public Works Director or designee; and

WHEREAS, Amendment No. 2 in the amount of \$105,560 was executed by the Public Works Director on August 1, 2016 that provided for a revised flood protection design, the design of a storm water collection system, and design of an upgrade to the in-house recycled water system, with a remaining contingency amount of \$5,649; and

WHEREAS, a proposal for additional work has been negotiated with ENGINEER and found to be appropriate;

NOW THEREFORE, the parties hereto agree as follows:

- A. The additional statement of services shown on Exhibit 1, attached hereto and incorporated herein by this reference is hereby added to the previously agreed upon Scope of Work. ENGINEER shall perform additional engineering related to:
  1. Incorporate the design of a new laboratory and control room facilities with existing operations, locker room, laboratory and control facilities.
- B. ENGINEER hereby agrees to accept the following as full and final compensation for the Scope of Work as amended herein:

1. Compensation for additional services in the amount of \$163,511 for the items above.

2. ENGINEER shall be paid a total agreement amount of \$3,288,811.

C. In all other respects the agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective on the date executed by DISTRICT.

ATTEST:  
Mona Miyasato  
County Executive Officer  
Ex-Officio Clerk of the Board

DISTRICT:  
Laguna County Sanitation District  
Peter Adam  
Chair, Board of Directors


By: \_\_\_\_\_


By: \_\_\_\_\_

Date: \_\_\_\_\_

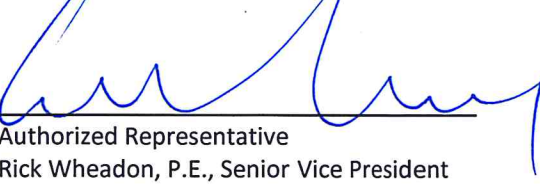
RECOMMENDED FOR APPROVAL:  
Scott D. McGolpin  
Department Head

ENGINEER:  
Carollo Engineers, Incorporated

By:  \_\_\_\_\_

By:  \_\_\_\_\_  
Authorized Representative  
Troy Hedlund, P.E., Vice President


APPROVED AS TO FORM:  
Michael C. Ghizzoni  
Counsel

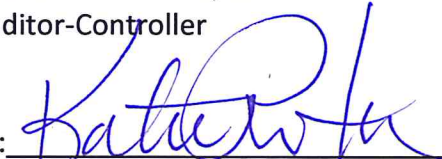
By:  \_\_\_\_\_  
Authorized Representative  
Rick Wheadon, P.E., Senior Vice President

By:  \_\_\_\_\_

APPROVED AS TO FORM:  
Ray Aromatorio, ARM, AIC  
Risk Manager

APPROVED AS TO ACCOUNTING FORM:  
Theodore A. Fallati, CPA  
Auditor-Controller

By:  \_\_\_\_\_

By:  \_\_\_\_\_

**Exhibit A  
Scope of Services  
Amendment No. 3**

**Addition of a Lab/Operations Building**

**Phase I Plant Upgrade Project  
Wastewater Reclamation Plant  
Laguna County Sanitation District**

## **1.0 INTRODUCTION**

The purpose of this Exhibit is to provide details of the scope of services for an amendment to the Phase I Plant Upgrade Project for the Laguna County Sanitation District (LCSD) Wastewater Reclamation Plant (WWRP).

## **2.0 BACKGROUND**

The original scope of work for this project did not include a task for planning and design of a new lab/operations building in order to keep costs down. However, it is noted that a new lab facility in particular, has been needed at the site for some time.

During the planning and design process, it became clear that there are advantages in considering a new lab/operations building at this time. In short, a new lab/operations building is needed for three reasons.

1. To accommodate the increasing number of regulatory and process control laboratory tests that are needed for the WWRP.
2. To accommodate office and locker rooms for a larger staff.
3. To combine the control functions of the new and existing facilities in the same area.

### Increased Number of Laboratory Tests

In 1960, when the existing lab facility was built, both the operational and regulatory requirements for running a facility were much less than they are today. For the WWRP, this includes more tests to maintain regulatory compliance, as well as more process control tests to accommodate the high TDS side of the plant that was added in 2001. A larger lab is needed to perform all of this testing.

### Office and Locker Room Space for Larger Staff

In addition to the extra testing that is required, a larger staff was required when the high TDS side of the WWRP was added in 2001. However, the office and locker facilities were not updated to handle the larger staff.

### Combine Control Functions in Same Location

LCSD staff decided to add the building to the project at the 30% design level because at that time, the functions of the control room were to be split between two locations: the existing operations/control building and a new control room that is near the activated sludge/secondary clarifier area. This split was to occur because there is not enough room in the existing operations/control building for the controls equipment for both the new and existing facilities.

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This new control room is some distance from the existing operations/control building so the split would cause inefficiencies in the way the facility is operated after the new facilities are added. Adding the new lab/operations building right next to the existing operations/control building allows for all of the control functions to be located in the same area, which provides for more efficient facility operation.

The scope below outlines the tasks to complete the planning and design for addition of the new building.

### **3.0 SCOPE OF SERVICES**

Performance of necessary engineering work to plan for and develop contract documents for construction of a new lab/operations building, specifically detailed as described below. It should be noted that the scope and fee described below is based on including the building drawings and specifications in the plan set for the WWRP Phase I Plant Upgrade Project. If the building project needs to be bid separately then additional scope and fee will be required for that effort.

#### **Task 1 - Project Management, Quality Control, Estimates, Bidding, Etc.**

1. Project management includes routine management activities for the duration of the project. The general project management tasks are included in the previous scope of work tasks for the Phase I Plant Upgrade Project for the Carollo/Cannon portion of the work. Additional project management activities that are included because of the added scope items include the following:
  - a. Review and oversight for inclusion of the new lab/operations building.
  - b. Additional work to add the facility to the cost estimates for the 60 percent and 90 percent submittals.
  - c. Additional work to address the added facilities during bidding.
  - d. Additional costs for document reproduction for the 60 percent, 90 percent, final, and conformed submittals.
2. Normal project management activities for Pults and Associates, which includes cost estimates, answering questions during bidding, quality control, review and oversight of project technical issues, and monitoring and overseeing the status of the schedule and budget.

#### **Task 2 - Schematic Design**

1. The schematic design task will include two phases, Conceptual design and Schematic design.



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- a. **Conceptual Design:** This phase includes the preparation of up to three rough sketch design options to find a solution that best serves the needs of the LCSD Staff.
  - 1) Once a concept for how to achieve the best solution of the administrative functions (control lab, locker and office space) between the existing operations building, the originally planned control building – to be combined, and the concept for a new facility into a remodel or addition adjacent to existing facilities, is developed, the schematic design phase will commence.
- b. **Schematic Design:** This phase includes the preparation of drawings and other documents illustrating the scope and relationship of the project components including:
  - 1) Based on the conceptual design, drawings are developed including schematic site and floor plans, building sections, exterior elevations. Basic structural, mechanical, and electrical requirements are coordinated with the proposed design.
  - 2) Site and building exterior lighting design, fixture selection and specifications.
  - 3) Color / Material boards are prepared as required.
  - 4) Code requirements will be reviewed to confirm all aspects have been considered and to determine the effect on the scope of the project.

**Task 3 - Design Development**

- 1. During this task the project will be further defined, selecting alternatives and describing the character of the project in more detail. The preliminary work for construction documents will be completed. The main elements of the design development include:
  - a. Preliminary coordination of engineering systems with building plans and sections.
  - b. Completion of initial base sheets to be used as a basis for construction documents, which are reviewed for code conformance.

**Task 4 - Construction Documents**

- 1. For Pults, this task further refines the approved Design Development documents into a form that depicts the details of the project, allows for bidding, and code compliance. This task includes:
  - a. Preparation of the architectural working drawings using the approved Design Development Phase drawings.
  - b. Preparation of engineering calculations and drawings for heating, ventilation and air-conditioning systems, and plumbing work.
  - c. Preparation of final electrical plans showing power and lighting, telephone, communications, and alarms, and required Energy Calculations.
  - d. Gathering code compliance documentation. It is anticipated that communication with only the Fire Marshall will be required.

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Laguna County Sanitation District**

2. For Cannon, this task provides the site civil design outside the building.
  - a. This design will include topographic design for drainage around the building.
  - b. Sidewalks and ADA compliant ramps.
  - c. Utilities (water, sewer, and gas) required to support the building will be identified and located.
  - d. It is assumed that there will be no parking lot facility design required for the new Operations Building.
  - e. This work will utilize the existing Yard Piping Area C drawing and Site Paving and Grading Area C drawing for the bulk of the additional details required with an additional plan (scale 1"=20') for detailed grading at the building.
  
3. For Carollo, this work requires additional electrical work and specification work as follows:
  - a. Electrical work
    - 1) Modifications to site plans.
    - 2) Modifications to duct banks sections.
    - 3) Modifications to one-line diagrams.
    - 4) Modifications to panel schedules.
    - 5) Modifications to control system block diagram.
    - 6) New operations building business network block diagram.
    - 7) New operations building telephone riser diagram.
    - 8) New operations building grounding plan.
    - 9) Control Room Configuration Alternatives.
  - b. Specification work
    - 1) Work to incorporate Pults markups on the 90% and Final specs into the Carollo master project specs.
  - c. Deliverables
    - 1) Deliverables will include those detailed in the scope of services for the Phase I Plant Upgrade Project Agreement for the LCSD WWRP. The deliverables for this amendment are for the new and modified drawings and specifications that are required for the addition of the lab/operations building.

**Task 5 - Other Direct Costs**

This task includes costs for copies/prints, mileage, phone, fax, postage, and other incidental job expenses for Pults share of the work.

**Task 6 - Project Meetings**



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1. Three project meetings are anticipated for this work. The three meetings are planned to correspond to the October 12th, November 30th, and January 25th meetings for the Phase I Plant Upgrade project. If the schedule is such that the architectural meetings cannot be held during these already scheduled meetings then the additional meetings will be charged on a time and materials basis.

#### **4.0 OPTIONAL ITEMS NOT INCLUDED**

1. Fees for Fire Marshall review, if required.
2. Construction administration.
3. Work effort for other items not specifically listed in Tasks 1 through 6 above.

#### **5.0 SCHEDULE**

The scope items described above are intended to be completed within the scheduled time for the design of the Phase I Plant Upgrade Project. Estimated milestones for documents for the lab/operations building are described below.

- **30% Review - 90 days:** This stage includes preparing as-built drawings, presenting design alternates, and completing Schematic Design and starting Design Development.
- **60% Review - 45 days:** This stage includes finalizing Design Development, based on feedback from the 30% review and starting Construction Documents as well as coordinating our sub-consultant's work on Electrical, Mechanical, & Fire Suppression Engineering.
- **90% Review - 45 days:** This stage includes finalizing Construction documents, coordination with our sub-consultant's work as well as coordinating our drawings with the other WWRP infrastructure. This will also include Specifications for the project.
- **100% Submittal - 21 days:** This stage will entail the final coordination and preparation of Construction Documents, as well as the creation of Conformed Construction drawings, delivery of PDF's and DWG files.

Given the above schedule, the lab/operations building portion of the work needs to have authorization to start no later than October 1, 2016, in order to meet the overall schedule for the Phase I Plant Upgrade Project.

#### **6.0 FEE**

The fee for the scope of work presented above is shown on the attached sheet.

Laguna County Sanitation District  
 Amendment for Lab/Operations Building Addition

Tasks	Carollo Engineers											Cannon						Pulte						Subconsultant Markup	Total		
	Principal in Charge	Project Manager	Lead Project Professional	Professional	Assistant Professional	Senior Technician	Support & Clerical Staff	Labor Cost	PECE	Expenses	Carollo Total	Jimmy Tomac	Amardo Garza	Seth Stevens	Assistant	Labor Cost	Expenses	Cannon Total	Architectural Fees	Structural Engineer	Mechanical Engineer	Electrical Engineer	Fire Engineer			Other Direct Costs	Pulte Total
	\$263	\$263	\$240	\$186	\$147	\$162	\$96		\$11.70			\$120	\$195	\$165	\$80												
<b>Task 1: Project Management, Quality Control, Estimates, Bidding, E</b>	2	32	16	0	20	0	0	\$15,722	\$819	\$2,800	\$19,341	2	2	2	1	\$1,040	\$0	\$1,040	\$ 4,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,400	\$ 435	\$ 25,216
<b>Task 2: Schematic Design</b>	0	0	0	0	0	0	0	\$0	\$0	\$0	\$0	-	-	-	-	\$0	\$0	\$0	\$ 9,460	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,460	\$ 757	\$ 10,217
<i>Site Visit to As-Built Existing Facility</i>																											
<i>Develop &amp; Present Alternate Design Options</i>																											
<i>Finalize Design of Selected Plan</i>																											
<b>Task 3: Design Development</b>	0	0	0	0	0	0	0	\$0	\$0	\$0	\$0	-	-	-	-	\$0	\$0	\$0	\$10,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,400	\$ 832	\$ 11,232
<i>Plan Development &amp; Refinement</i>																											
<i>Base Sheet Layouts</i>	0	0	0	0	0	0	0																				
<b>Task 4: Construction Documents</b>	2	8	71	70	0	50	16	\$42,326	\$2,538	\$0	\$44,864	36	4	4	2	\$5,920	\$0	\$5,920	\$26,980	\$ 5,000	\$ 8,380	\$ 8,750	\$ 5,500	\$ -	\$54,610	\$ 4,842	\$ 110,236
<i>Prepare Contract Documents</i>																											
<i>Coordinate with Sub-Consultant Drawings</i>																											
<i>Specifications</i>																											
<b>Task 5: Other Direct Costs</b>	0	0	0	0	0	0	0	\$0	\$0	\$0	\$0	-	-	-	-	\$0	\$0	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,600	\$ 3,600	\$ 288	\$ 3,888
<i>Printing, Supplies, Etc</i>																											
<i>Project Specific Insurance 2016-2018</i>																											
<b>Task 6: Project Meetings</b>	0	0	0	0	0	0	0	\$0	\$0	\$0	\$0	-	-	-	-	\$0	\$0	\$0	\$ 1,080	\$ 360	\$ 360	\$ 360	\$ 360	\$ -	\$ 2,520	\$ 202	\$ 2,722
<b>Total</b>	4	40	87	70	20	50	16	\$58,048	\$3,357	\$2,800	\$64,205	38	6	6	3	6,960	\$ -	\$ 6,960	\$52,320	\$ 5,360	\$ 8,740	\$ 9,110	\$ 5,860	\$ 3,600	\$84,990	\$ 7,356	\$ 163,511