



Santa Clara Valley Water District Capital Improvement Program Committee Meeting

District Headquarters, Boardroom
5700 Almaden Expressway, San Jose, CA 95118

REGULAR MEETING AGENDA

**Monday, March 11, 2019
10:00 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

All public records relating to an 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 for public inspection at the Office of the Clerk of the Board at the Santa Clara Valley Water District Headquarters Building, 5700 Almaden Expressway, San Jose, CA 95118, at the same time that the public records are distributed or made available to the legislative body. Santa Clara Valley Water District will make reasonable efforts to accommodate persons with disabilities wishing to attend Board of Directors' meeting. Please advise the Clerk of the Board Office of any special needs by calling (408) 265-2600.

BETH REDMOND
Committee Liaison

NATALIE F. 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.

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**Santa Clara Valley Water District
Capital Improvement Program Committee
REGULAR MEETING
AGENDA**

Monday, March 11, 2019

10:00 AM

District Headquarters, Boardroom
5700 Almaden Expressway, San Jose, CA 95118

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: This item is reserved for persons desiring to address the Committee on any matter not on this agenda. Members of the public who wish to address the Committee on any item not listed on the agenda should complete a Speaker Form and present it to the Committee Clerk. The Committee Chair will call individuals in turn. 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. APPROVAL OF MINUTES:

3.1. Approval of February 11, 2019 Meeting Minutes.

[19-0222](#)

Recommendation: Approve the minutes.

Manager: Michele King, 408-630-2711

Attachments: [Attachment 1: 021119 CIP Committee Minutes](#)

Est. Staff Time: 5 Minutes

4. ACTION ITEMS:

- 4.1. Review of Safe, Clean Water and Natural Flood Protection Program's Remaining Key Decision Points for delivery of projects under Priorities A - D. [19-0223](#)
- Recommendation: Receive information and provide feedback regarding Safe, Clean Water and Natural Flood Protection Program's remaining key decision points for delivery of projects under Priorities A - D.
- Manager: Melanie Richardson, 408-630-2035
- Attachments: [Attachment 1: Priorities A-D Key Decision Points At-A-Glance](#)
[Attachment 2: Priorities A-D Project Details](#)
- Est. Staff Time: 5 Minutes
- 4.2. Calero Reservoir Operational Reliability Update. [18-1140](#)
- Recommendation: Receive information and discuss recommended next steps.
- Manager: Kurt Arends, 408-630-2284
- Attachments: [Attachment 1: Calero Reservoir](#)
[Attachment 2: PowerPoint](#)
- Est. Staff Time: 5 Minutes
- 4.3. Update on the Employee Workspace Study. [19-0228](#)
- Recommendation: Receive an update on the Employee Workspace Proposed Project and provide direction to staff, as necessary.
- Manager: Tina Yoke, 408-630-2385
- Attachments: [Attachment 1: Employee Workspace Proposed Project Update](#)
[Attachment 2: Presentation](#)
- Est. Staff Time: 30 Minutes
- 4.4. Capital Project Monitoring - Planning and Feasibility. [19-0226](#)
- Recommendation: Receive information, discuss planning and feasibility resources needs, and make recommendations, as necessary.
- Manager: Katherine Oven, 408-630-3126
Christopher Hakes, 408-630-3796
Ngoc Nguyen, 408-630-2632
Michael Cook, 408-630-2347
- Attachments: [Attachment 1: Capital Project Monitoring Report](#)
- Est. Staff Time: 15 Minutes

4.5. Capital Consultant Agreements and Amendments. [19-0227](#)

Recommendation: Receive information on upcoming consultant agreements and/or amendments that staff will be recommending for Board approval and provide direction as needed.

Manager: Ngoc Nguyen, 408-630-2632

Est. Staff Time: 10 Minutes

4.6. 2019 Capital Improvement Committee Work Plan. [19-0229](#)

Recommendation: Review the 2019 Capital Improvement Program Committee Work Plan and make revisions as necessary.

Manager: Michele King, 408-2630-2711

Attachments: [Attachment 1: CIP Committee 2019 Workplan](#)

Est. Staff Time: 10 Minutes

5. INFORMATION ITEMS:

6. 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.

7. ADJOURN:

7.1. Adjourn to Regular Meeting at 10:00 a.m., on April 8, 2019, in the Santa Clara Valley Water District (HQ Boardroom/Board Conference Room A-124), 5700 Almaden Expressway, San Jose, California.

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File No.: 19-0222

Agenda Date: 3/11/2019
Item No.: 3.1.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Approval of February 11, 2019 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.

Upon Committee approval, minutes transcripts 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: 021119 CIP Committee Minutes

UNCLASSIFIED MANAGER:

Michele King, 408-630-2711

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CAPITAL IMPROVEMENT PROGRAM COMMITTEE

MINUTES

**MONDAY, FEBRUARY 11, 2019
10:00 AM**

(Paragraph numbers coincide with agenda item numbers)

A regular meeting of the Santa Clara Valley Water District (District) Capital improvement Program Committee (Committee) was called to order in the District Headquarters Boardroom, at 5700 Almaden Expressway, San Jose, California, at 10:00 a.m.

1. CALL TO ORDER

1.1 Roll Call.

Committee members in attendance were District 4 Director L. LeZotte, District 6 Director T. Estremera, and District 5 Director N. Hsueh, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance were M. Baratz, W. Blackard, S. Buglewicz, J. Collins, M. Cook, C. Hakes, B. Hopper, J. Martin, N. Nguyen, L. Orta, B. Redmond, M. Richardson, L. Rossiter, B. Yerrapotu, and T. Yoke.

1.2 Time Open for Public Comment on an Item not on the Agenda.

Chairperson Hsueh declared time open for public comment on any item not on the agenda.

Chairperson Hsueh stated that to ensure the Capital Improvement Program (CIP) is consistent with Board's action for the 2040 Water Supply Master Plan, the introduction page of the Water Utility section of the CIP should include (1) a brief description of the Board's action, (2) a list of base-line projects identified in the Master Plan and the funding status of those projects, and (3) an explanation that the Master Plan is a living document and the currently proposed future projects in the CIP (the projects beyond the base-line projects) may change.

2. APPROVAL OF MINUTES

2.1. Approval of January 14, 2019 Meeting Minutes.

The Committee considered the attached minutes of the January 3, 2019 meeting. It was moved by Director Estremera, seconded by Director LeZotte, and unanimously carried to approve the minutes as presented.

3. ACTION ITEMS

3.1. Information on Project Labor Agreements.

Mr. Michael Baratz, reviewed the information on this item, per the attached Committee Agenda Memo.

The Committee made the following requests:

- Staff to solicit external agency testimony on Project Labor Agreements (PLAs); and
- Staff to notify interested parties of the Committee's schedule for discussion of PLAs.

3.2. Capital Project Monitoring—Design.

Mr. Chris Hakes and Mr. Ngoc Nguyen, Deputy Operating Officers, Ms. Tina Yoke, Chief Administrative Officer, and Mr. Michael Cook, Information Technology Manager, reviewed the information on this item, per the attached Committee Agenda Memo, and the presentation materials contained in Attachment 1 were reviewed as follows: Mr. Hakes reviewed Items 1 through 10, 13, 16 and 17; Mr. Nguyen reviewed Items 11, 12, 14 through 15, and 18 through 23; Ms. Yoke reviewed Item 24; and Mr. Cook reviewed Item 25.

Ms. Melanie Richardson, Chief Operating Officer, reviewed changes to the U.S. Army Corps of Engineers staff that provides oversight of joint federal projects where the District is the local sponsor.

Ms. Yoke reported that staff would present an update on the Employee Workspace Study to the Board at an upcoming meeting.

The Committee noted the information, without formal action.

3.3. Construction Management Resources Needs.

Mr. Hakes reviewed the information on this item, per the attached Committee Agenda Memo.

The Committee expressed support for more in-house staff management of the larger construction projects.

The Committee noted the information, without formal action.

3.4. 2018 Capital Improvement Program Committee Accomplishment Report.

Chairperson Hsueh reviewed the information on this item, per the attached Committee Agenda Memo.

It was moved by Director Estremera, seconded by Director LeZotte, and unanimously carried to accept the report, and include the report in the Chair's meeting summary to be presented to the Board.

3.5. 2019 Capital Improvement Program Committee Workplan.

Chairperson Hsueh reviewed the information on this item, per the attached Committee Agenda Memo.

The Committee requested the following items be added to the workplan for March 11, 2019:

- Update on the Employee Workspace Study; and
- Calero Dam Seismic Upgrade and Water Reliability Analysis.

4. INFORMATION ITEMS.

None.

5. ADJOURN:

5.1. Clerk Review and Clarification of Committee Requests.

Ms. Natalie Dominguez, Assistant Deputy Clerk II, read the new Committee Recommendations and Requests into the record, as follows:

Regarding Item 3.1:

The Committee requested:

- Staff to solicit external agency testimony on Project Labor Agreements (PLAs); and
- Staff to notify interested party of the Committee's schedule of discussions on PLAs.

Regarding Item 3.4:

The Committee requested the Committee's Accomplishment Report be included in the Chair's CIP Meeting Summary to be presented to the Board.

Regarding Item 3.5:

The Committee requested the following items be added to the workplan for March 11, 2019:

- Update on the Employee Workspace Study; and
- Calero Dam Seismic Upgrade and Water Reliability Analysis.

5.2. Adjourn to Regular Meeting at 10:00 a.m., on March 11, 2019, in the Santa Clara Valley Water District Boardroom, 5700 Almaden Expressway, San Jose, California.

Chairperson Hsueh adjourned the meeting at 11:45 a.m., to the regular meeting at 10:00 a.m., on March 11, 2019, in the District Headquarters Boardroom, 5700 Almaden Expressway, San Jose, California.

Natalie F. Dominguez, CMC
Assistant Deputy Clerk II

Approved:

File No.: 19-0223

Agenda Date: 3/11/2019

Item No.: 4.1.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Review of Safe, Clean Water and Natural Flood Protection Program's Remaining Key Decision Points for delivery of projects under Priorities A - D.

RECOMMENDATION:

Receive information and provide feedback regarding Safe, Clean Water and Natural Flood Protection Program's remaining key decision points for delivery of projects under Priorities A - D.

SUMMARY:

Background

On November 6, 2012, voters approved the Safe, Clean Water and Natural Flood Protection Program (Safe, Clean Water Program) as a countywide special parcel tax for 15 years with a sunset date of June 30, 2028. This program replaced the Clean, Safe Creeks and Natural Flood Protection Plan, which voters approved in November 2000.

The Safe, Clean Water Program addresses the following needs, values, and priorities as identified by Santa Clara County stakeholders:

- Priority A:** Ensure a safe, reliable water supply
- Priority B:** Reduce toxins, hazards and contaminants in our waterways
- Priority C:** Protect our water supply from earthquakes and natural disasters
- Priority D:** Restore wildlife habitat and provide open space
- Priority E:** Provide flood protection to homes, businesses, schools, and
Highways

Each of these priorities has specific operational and capital projects, totaling 37, which have key performance indicators (KPIs) to keep them on track in meeting the overall Safe, Clean Water Program priorities.

In Fiscal Year 2019 (FY19), staff responsible for the implementation of the Safe, Clean Water Program began tracking the remaining key decision points for each project. Staff presented the initial findings to the Capital Improvement Program (CIP) Committee in September of 2018. In response to the CIP Committees request for additional and refined information, staff is returning with this memo and the corresponding attachments for Priorities A - D. Staff will incorporate any feedback received

during the March 11, 2019 meeting and return in April to address any outstanding questions and present a similar report for Priorities E and the Other Clean, Safe Creeks projects that were carried forward into the Safe, Clean Water Program.

Each year, staff develops an annual report that provides the status of each project towards accomplishing its KPIs. Listed below are the definitions of the anticipated statuses for FY19 for projects under Priorities A - D:

- **On Target:** Status indicates the project is on track to meet targets
- **Adjusted:** Status indicates the potential that targets will not be met and implementation required a schedule adjustment (future year status' are based upon the adjusted schedule)

Key Decision Points

Key decisions are not those that are made on a day-to-day basis as part of regular project management, but instead are decisions that require higher level approval. Staff identified four types of key decisions: 1) Standard; 2) Critical; 3) Funding - Surplus; and 4) Funding - Shortfall. Additionally, staff has identified the projects where no key decision is currently required. Each type of key decision has been assigned a colored symbol for quick reference.

Listed below are the descriptions for each type of key decision point:

Standard Project Decisions

These types of decisions are routine and typically follow an existing process. Depending on the type of decision, approval may be at the management level or at the Board level.

Critical Project Decisions

These types of decisions are critical to project delivery and typically signify a milestone or turning point in a project. These types of decisions are typically made by the Board. If the decision is presented through an existing approval process (e.g. budget or capital), rather than as a standalone agenda item, the decision should be identified with a separate recommendation and/or with an explanation in the agenda memo and presentation.

Funding Decision - Potential Funding Surplus

Based upon an initial analysis of projects that had a deviation beyond 5% of the expected expenditure percentage rate at the end of FY18, Safe, Clean Water Program implementation staff identified projects for which additional research and financial analysis is required. Safe, Clean Water implementation staff will work with project managers to perform the analysis, and if project and executive level management agree that there is a funding surplus, a recommendation will be brought forward to the Board to release surplus funds to the Fund 26 Operating and Capital Reserves in compliance with the Change Control Process.

Funding Decision - Potential Funding Shortfall

If a funding shortfall is identified for a project and sufficient funds exist in Fund 26 Operating and Capital Reserves to address the shortfall, a recommendation to allocate the necessary

funds will be presented to the Board. If there are not sufficient funds within Fund 26 to address the shortfall, staff may recommend an alternative funding source as part of the annual budget. Significant funding shortfalls may trigger a Critical Project Decision (see above). In such cases, a Board decision regarding project delivery may be required, which could trigger the need for a public hearing. All decisions regarding funding allocations will be made in compliance with the Change Control Process.

The Change Control Process will be followed for any projects with key decisions that trigger adjustments, modifications or non-implementation. For additional information regarding the Change Control Process, including definitions of the types of changes and the processes they trigger, please visit the Safe, Clean Water Program archive page at:

<https://www.valleywater.org/project-updates/safe-clean-water-and-natural-flood-protection-program/safe-clean-water-program-archive>.

Attachment 1 is a table that provides an at-a-glance overview of all of the key decision points for Priorities A-D for FY19-28, which includes FY19 decisions made by the Board to-date. As a supplement to Attachment 1, Attachment 2 provides additional details regarding each of the key decision points for each project under Priorities A-D.

ATTACHMENTS:

Attachment 1: Priorities A-D Key Decision Points At-A-Glance

Attachment 2: Priorities A-D Key Decision Points Project Details

UNCLASSIFIED MANAGER:

Melanie Richardson, 408-630-2035

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**Safe, Clean Water and Natural Flood Protection Program
Project Delivery Overview for Priorities A-D
As of March 1, 2019**

Priority	Project		FY Comp. (Est.) ¹	% 15-yr Allocation Spent as of FY18 ²	Current FY19 Status ³	Abbreviated Summary of Community Benefits	Remaining Key Decision Points											
							'19	'20	'21	'22	'23	'24	'25	'26	'27	'28		
Priority A	A1	Main and Madrone Avenue Pipelines Restoration	20	92%	Adjusted	Increased groundwater recharge (2,000 acre feet)	◆	◆										
	A2	Safe, Clean Water Partnerships and Grants	23	59%	On-Target	Water conservation, safe water in schools; safe water in wells	◆	◆	◆	◆	◆							
	A3	Pipeline Reliability Project	25	0%	On-Target	Improves drinking water reliability and operational flexibility				◆	◆		◆					
Priority B	B1	Impaired Water Bodies Improvement	Annual	24%	On-Target	Improves water quality/reduces methylmercury	◆	◆	★◆	◆	◆	◆	◆	◆	◆	◆		
	B2	Interagency Urban Runoff Program	Annual	26%	On-Target	Urban runoff pollution prevention	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
	B3	Pollution Prevention Partnerships and Grants	Annual	29%	On-Target	Partnerships/grants to reduce contaminants		◆		◆		◆		◆				
	B4	Good Neighbor Program: Encampment Cleanup	Annual	96%	On-Target	Reduces trash/pollutants in surface water		★										
	B5	Hazardous Materials Management and Response	Annual	21%	On-Target	Prevents and reduces contaminants in ground/surface water												
	B6	Good Neighbor Program: Remove Graffiti and Litter	Annual	24%	On-Target	Reduces trash and contaminants in local waterways		■										
	B7	Support Volunteer Cleanup Efforts and Ed. (KPI #1)	28	38%	On-Target	Reduces contaminants, engages community and volunteers, supports watershed stewardship	◆		◆		◆		◆		◆			
	Support Volunteer Cleanup Efforts and Ed. (KPI #2)	Annual																
Priority C	C1	Anderson Dam Seismic Retrofit	28	21%	On-Target	Provides funding for Anderson Dam Retrofit										◆		
	C2	Emergency Response Upgrades	23	45%	On-Target	Improves flood forecasting accuracy/community awareness		■										
Priority D	D1	Management of Revegetation Projects	Annual	16%	On-Target	Maintains 300 acres of revegetation/monitors percent cover, percent survival and health and vigor of revegetation plantings		■										
	D2	Revitalize Stream, Upland and Wetland Habitat	28	10%	On-Target	Revitalize total of 21 acres, of which 7 acres w/partnerships	■											
	D3	Grants and Partnerships to Restore Wildlife Habitat	28	21%	On-Target	Grants/partnerships for stewardship/provide access to trails	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆		
	D4	Fish Habitat and Passage Improvement (KPI #1)	22	21%	Adjusted	Creek/lake separation planning and design	●◆	◆										
		Fish Habitat and Passage Improvement (KPI #2)	TBD ⁴			Creek/lake separation construction		★										
		Fish Habitat and Passage Improvement (KPI #3)	28			Improve habitat and passage for steelhead fish;												
		Fish Habitat and Passage Improvement (KPI #4-5)	28			Improve habitat for fish through installing large woody debris (LWD) and gravel	◆	◆	◆	◆	◆	◆	◆	◆	◆			
	D5	Ecological Data Collection and Analysis	28	23%	On-Target	Provides a systematic, scientific guide for decisions/actions		■										
	D6	Creek Restoration and Stabilization	21 ⁵	6%	Adjusted	Restore sediment balance/reduce erosion	★◆											
D7	Partnerships for the Conservation of Habitat Lands	28	0%	On-Target	Protects, enhances and restores natural resources	★												
D8	South Bay Salt Pond Restoration Partnership	28	6%	On-Target	Accelerates tidal wetland restoration project	◆												

¹ Estimated project completion dates by Fiscal Year (FY).

² Based upon FY18 Annual Report Audited Financials.

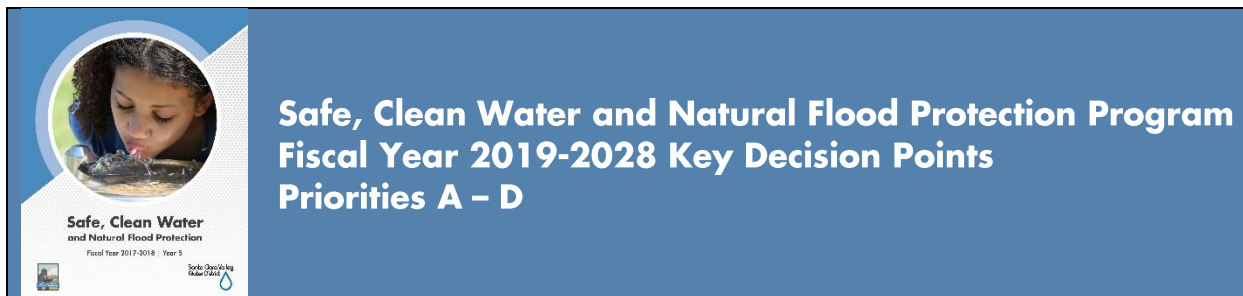
³ Current estimated FY19 status as of March 1, 2019, which includes proposed schedule adjustments that will go to the Board for approval on March 26, 2019. See Attachment 2 for additional details on Adjusted projects.

⁴ Completion date is TBD depending on which project is selected for construction; however, target for completion of construction of Almaden Lake Project is FY23; Ogier Ponds is TBD.

⁵ While a schedule adjustment is being proposed for D6 to separate the schedule for each of the three required projects, each adjusted schedule still maintains the original estimated completion date of FY21.

- ◆ Standard Project Decisions
- ★ Critical Project Decisions
- Funding Decision - Potential Funding Surplus
- Funding Decision - Potential Funding Shortfall

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On November 6, 2012, voters approved the Safe, Clean Water and Natural Flood Protection Program (Safe, Clean Water Program) as a countywide special parcel tax for 15 years with a sunset date of June 30, 2028. Priorities A – D of the Safe, Clean Water Program addresses the following needs, values, and priorities as identified by Santa Clara County stakeholders:

Priority A: Ensure a safe, reliable water supply

Priority B: Reduce toxins, hazards and contaminants in our waterways

Priority C: Protect our water supply from earthquakes and natural disasters

Priority D: Restore wildlife habitat and provide open space

In FY19, staff responsible for the implementation of the Safe, Clean Water Program began tracking the remaining key decision points for each project, which includes FY19 key decisions made to-date. This document provides additional details regarding the remaining key decision points for each project under Priorities A-D.

Key decisions are not those that are made on a day-to-day basis as part of regular project management, but instead are decisions that require higher level approval. Staff identified four types of key decisions: 1) Standard; 2) Critical; 3) Funding – Surplus; and 4) Funding – Shortfall. Additionally, staff has identified the projects where no key decision is currently identified or required. Each type of key decision has been assigned a colored symbol for quick reference.

The Change Control Process will be followed for any projects with key decisions that trigger adjustments, modifications or non-implementation. For additional information regarding the Change Control Process, including definitions of the types of changes and the processes they trigger, please visit the Safe, Clean Water Program archive page at:

<https://www.valleywater.org/projectupdates/safe-clean-water-and-natural-flood-protection-program/safe-clean-water-program-archive>.

Listed below are the descriptions for each type of key decision point:



Standard Project Decisions

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Funding Decision – Potential Funding Surplus

Based upon an initial analysis of projects that had a deviation beyond 5% of the expected expenditure percentage rate at the end of FY18, Safe, Clean Water Program implementation staff identified projects for which additional research and financial analysis is required. Safe, Clean Water implementation staff will work with project managers to perform the analysis, and if project and executive level management agree that there is a funding surplus, funds will be released to the Fund 26 Operating and Capital Reserves in compliance with the Change Control Process.



Funding Decision – Potential Funding Shortfall

If a funding shortfall is identified for a project and sufficient funds exist in Fund 26 Operating and Capital Reserves to address the shortfall, a recommendation to allocate the necessary funds will be presented to the Board. If there are not sufficient funds within Fund 26 to address the shortfall, staff may recommend an alternative funding source as part of the annual budget. Significant funding shortfalls may trigger a Critical Project Decision (see above). In such cases, a Board decision regarding project delivery may be required, which could trigger the need for a public hearing. All decisions regarding funding allocations will be made in compliance with the Change Control Process.

Priority A

Ensure a safe, reliable water supply

Projects under Priority A will upgrade aging water transmission systems to increase pipeline capacity and reduce the risk of water outages. The priority also provides grants to develop future conservation programs, helps local schools fulfill state mandates for drinking water availability, and provides rebates on nitrate removal systems to improve water quality and safety for private well users.

Project A1

Main Avenue and Madrone Pipelines Restoration

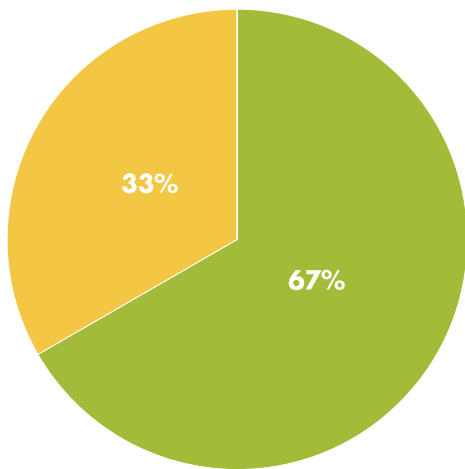
Project A2

Safe, Clean Water Partnerships and Grants

Project A3

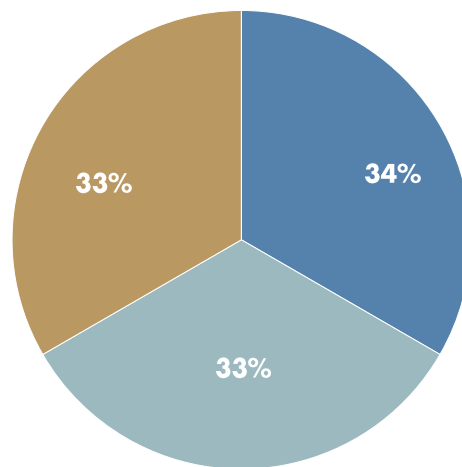
Pipeline Reliability Project

FY19 Current Status



■ On Target ■ Adjusted ■ Modified
■ Not on Target ■ Completed

Estimated Project Completion Date



■ Completed ■ By FY 23 ■ By FY 28 ■ Annual KPI

Project A1

Main and Madrone Avenue Pipelines Restoration

Status: Adjusted (Pending Board approval on March 26, 2019)

FY Estimated Completion: 20



Summary of Community Benefits

Increased groundwater recharge (2,000 acre feet)

Key Performance Indicators (KPIs) (15-year Program)

1. Restore transmission pipeline to full operating capacity of 37 cfs from Anderson Reservoir.
2. Restore ability to deliver 20 cfs to Madrone Channel.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY19	Board of Directors	Board agenda item(s)	On March 26, 2019, staff will recommend a schedule adjustment to extend the project's completion to FY20 (see below for additional details).
	FY20	Board of Directors	Board agenda item(s)	Board approval of Notice of Completion targeted for August 20.

Additional Details

The current Board approved schedule for A1: Main Avenue and Madrone Pipelines Restoration project has a completion date of June 2019 (FY19). Staff is recommending the completion date be adjusted to August 2019 (FY20) due to construction work delays caused by the recent rains.

Committee Review

Capital Improvement Program (CIP) Committee

Project A2

Safe, Clean Water Partnerships and Grants

Status: On Target

FY Estimated Completion: 23






Summary of Community Benefits

Water conservation, safe water in schools, safe water in wells

Key Performance Indicators (KPIs) (15-year Program)

1. Award up to \$1 million to test new conservation activities.
2. Increase number of schools in Santa Clara County in compliance with SB 1413 and the Healthy Hunger-Free Kids Act, regarding access to drinking water by awarding 100% of eligible grant requests for the installation of hydration stations; a maximum of 250 grants up to \$254,000. (Completed in FY18).
3. Reduce number of private well water users exposed to nitrate above drinking water standards by awarding 100% of eligible rebate requests for the installation of nitrate removal systems; up to \$30,000 for all rebates.

Remaining Key Decision Points *KPI #1*

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY19	Board of Directors	Grant Award Approval Process	Grants awarded
	FY20	Board of Directors	Grant Award Approval Process	Grants awarded
	FY21	Board of Directors	Grant Award Approval Process	Grants awarded
	FY22	Board of Directors	Grant Award Approval Process	Grants awarded
	FY23	Board of Directors	Grant Award Approval Process	Grants awarded

Additional details

As of FY18, the total amount awarded to date is \$676,132. However, unspent funds from projects closed before completion (\$105,747) have been returned to the Safe, Clean Water Program Reserve resulting in \$429,615 remaining for future years' grant funding.

On February 26, 2019, the Board approved a standardized award allocation process for the Safe, Clean Water Grant Program (Projects A2, B3, B7, D3). All projects that receive a score of 70 percent or higher would be eligible for funding. The eligible proposals would be divided into two tier funding levels, Tier One and Tier Two. Funding percentages for each tier would be dependent on the number of applications that qualify for funding and the total funding requested amount of those applications. Once all applications are scored, staff will review the total funding request and determine the percentage of funding for each tier. In situations where the number of eligible applicants in Tier One would not allow for a funding percentage between 70 - 100 percent, a 10 percent contingency will be applied to the budget to allow staff to make the funding allocation work within that tier. The 10 percent contingency will be added to the budget through processing a budget adjustment and will draw from the respective project's 15-year funding allocation from the Safe, Clean Water Fund 26 Operating and Capital Reserves. The two-tier funding process allows the District to provide some level of grant awards to all qualified applicants, but prioritizing the stronger proposals with higher levels of funding. Staff believes implementing this practice will ensure that the District continues to make a strong and equitable impact in the community through the grants program.

Committee Review

Board Policy and Planning Committee (BPPC)

Remaining Key Decision Points *KPI #2*

The KPI has been completed. There are no remaining key decision points.

Additional details

The Santa Clara Valley Water District (Valley Water) worked with First 5 Santa Clara County (First 5) to award the final grants under the program, so a total of 50 Water to Go Station grants have been awarded to complete the KPI for this project.

Committee Review

N/A

Remaining Key Decision Points *KPI #3*

There are no currently identified remaining key decision points for this KPI.

Additional details

On May 23, 2018, the Board approved a modification to KPI #3 for the Nitrate Treatment System Rebate Program. The modification reduces the maximum program funding from approximately \$798,000 (adjusted 15-year plan amount) to approximately \$141,000 to align with the program demand. This reduced program funding level includes the funds spent to date to develop, administer and advertise the program, along with an annual allocation of \$4,000, which will be used for rebates through the project's completion date of 2023. This will help ensure continued assistance for well users that want to take advantage of this opportunity to

reduce nitrate levels in their drinking water. The annual amount of \$4,000 matches the maximum rebate funding for any previous year. The funds used for rebates to date, plus the annual allocation of \$4,000 through 2023, equate to an estimated \$30,000 for rebates through the program completion. The funding amount designated for rebates is reflected in the modified KPI. While the rebate program budget has been reduced to align with demand, Valley Water will continue to explore ways to inform well owners about the program and increase participation.

Committee Review

N/A

Project A3

Pipeline Reliability Project

Status: On-Target

FY Estimated Completion: 25




Key Performance Indicator (KPI) (15-year Program)

1. Install 4 new line valves on treated water distribution pipelines.

Summary of Community Benefits

Improves drinking water reliability and operational flexibility

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY22	Board of Directors	Board agenda item(s)	Board adoption the final plans and specifications and certification of the Environmental Impact Report.
	FY23	Board of Directors	Board agenda item(s)	Board award of the construction contract.
	FY25	Board of Directors	Board agenda item(s)	Board approval of Notice of Completion.

Additional Details

Project Planning and Design work started in FY19 and is continuing with the identification and confirmation of the locations of the four (4) pipeline line valves, Snell Pipeline Line Valve between Skyway and Pinos Turnouts, East Pipeline Line Valve downstream of the Penitencia Modulating Valve, West Pipeline Line Valve downstream of the Santa Clara Distributary and West Pipeline Line Valve between Mann and Rainbow Turnouts, along the East, West and Snell treated water pipelines. As design progresses, staff will be able to further identify the right-of-way needs and permit requirements for each individual Line Valve. Alignment of the installation of the Line Valves with Valley Water’s facility shutdown schedule is also being coordinated. Planning is scheduled to be complete in FY19 while Design and Permitting will continue to FY22.

Committee Review

CIP Committee

Priority B

Reduce toxins, hazards and contaminants in our waterways

Projects under Priority B use multiple strategies to reduce and remove contaminants in our local creeks, streams and bay. In addition to mercury treatment systems in our reservoirs, projects under this priority also prevent toxins from entering waterways by working with municipalities and other agencies to reduce runoff pollution. Valley Water also provides grants to reduce emerging contaminants and supports public education and volunteer cleanup efforts. Additional projects include coordinated cleanup of encampments near waterways, trash and graffiti removal, and rapid emergency response to hazardous materials spills.

Project B1

Impaired Water Bodies Improvement

Project B2

Interagency Urban Runoff Program

Project B3

Pollution Prevention Partnerships and Grants

Project B4

Good Neighbor Program: Encampment Cleanup

Project B5

Hazardous Materials Management and Response

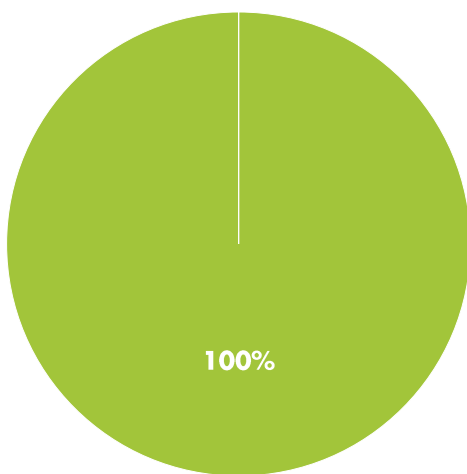
Project B6

Good Neighbor Program: Remove Graffiti and Litter

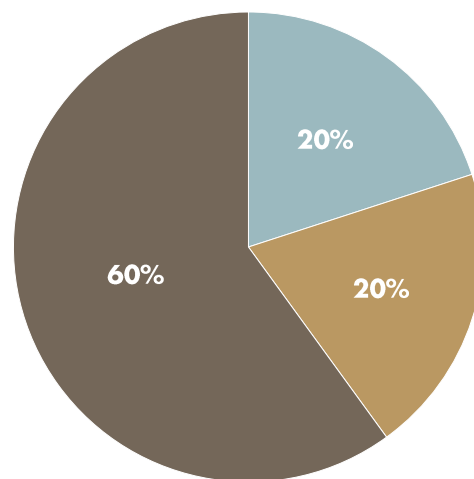
Project B7

Support Volunteer Cleanup Efforts and Education

FY19 Current Status



Estimated Project Completion Date



- On Target ■ Adjusted ■ Modified ■ Completed ■ By FY 23 ■ By FY 28 ■ Annual KPI
- Not on Target

Project B1

Impaired Water Bodies Improvement

Status: On Target

FY Estimated Completion: Annual delivery through FY28


Summary of Community Benefits

Improves water quality/reduces methylmercury

Key Performance Indicators (KPIs) (15-year Program)

1. Operate and maintain existing treatment systems in 4 reservoirs to remediate regulated contaminants, including mercury.
2. Prepare plan for the prioritization of pollution prevention and reduction activities.
3. Implement priority pollution prevention and reduction activities identified in the plan in 10 creeks.

Remaining Key Decision Points *KPI #1*

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY21	Board of Directors	Board agenda item(s)	Depending on outcome of San Francisco Bay Regional Water Quality Control Board review of efforts to reduce mercury in fish, regulatory requirements may be changed. If changes occur, they may impact KPI #1. A Board decision via a public hearing may be required regarding whether to continue implementing the KPI.


Additional Details

In FY18, Valley Water operated and maintained existing oxygenation treatment systems (systems) in 4 reservoirs to reduce methylmercury production and improve water quality. The District is subject to the Guadalupe River Watershed Mercury TMDL, but initiated voluntary methylmercury production and control studies in 2005 prior to its adoption. The San Francisco Bay Regional Water Quality Control Board plans to review implementation actions to reduce mercury in 2020. Depending on their findings and possible changes in the TMDL requirements, the Board may reconsider whether implementation of this KPI is beneficial to the community. Non-implementation of this KPI will require a public hearing.

Committee Review

N/A

Remaining Key Decision Points KPI #2

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	Annually	DOO of WS S&P	Internal staff review and approval	Updated plan approval, as needed


Additional details

The District drafted a Pollution Prevention Prioritization Plan (Plan) in January of 2015. This Plan is intended to prioritize 10 Santa Clara County water bodies that would benefit most from pollution prevention projects. Focusing on water bodies listed as impaired on the Environmental Protection Agency’s Clean Water Act section 303(d) list, the District revised the Plan in 2017. The updated Plan includes a revised ranking methodology and recommendations for pollution prevention activities. Because the 303(d) list is updated every 2 years to include new data, emerging pollutants, and de-listings, the Plan is considered a “working document,” and will be updated as regulatory priorities evolve. As a result, the 10 specific pollution prevention projects are not identified in the Plan, but will be identified as part of annual reporting. Specific pollution prevention projects will be focused on improving existing impairments in priority water bodies.

Committee Review

N/A

Remaining Key Decision Points KPI #3

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	Annually	DOO of WS S&P	Internal staff review and approval	Identification and approval of specific pollution prevention projects

Additional details

In FY18, the District continued implementation of Pollution Prevention Activities #1 and #2 and initiated 2 additional projects.

Committee Review

N/A

Project B2

Interagency Urban Runoff Program

Status: On Target

FY Estimated Completion: Annual delivery through FY28

Summary of Community Benefits

Urban runoff pollution prevention

Key Performance Indicators (KPIs) (15-year Program)

1. Install at least 2 and operate 4 trash capture devices at stormwater outfalls in Santa Clara County.
2. Maintain partnerships with cities and County to address surface water quality improvements.
3. Support 5 pollution prevention activities to improve surface water quality in Santa Clara County, either independently or collaboratively with South County organizations.

Remaining Key Decision Points *KPI #1*

Staff does not anticipate any remaining key decision points for this KPI.


Additional Details

Installation of 2 trash capture devices was completed in FY14. In FY18, a total of 4 trash capture devices (booms) were operational in Santa Clara County.

Committee Review

N/A

Remaining Key Decision Points *KPI #2*

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY22	CEO	Execution of Partnership Agreement	The SCVURPPP MOA will need to be renewed. This is currently projected to take place in FY22, but that date is subject to change.


Additional Details

In FY18, Valley Water maintained several partnerships with cities and Santa Clara County. In July 2015, the District renewed its annual agreement for participation in the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP), which will expire one fiscal year from the expiration of the current stormwater permit. The stormwater permit expiration date is December 31, 2020 unless extended by the Regional Water Board.

Committee Review

N/A

Remaining Key Decision Points *KPI #3*

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	Annually	DOO of WS S&P	Internal staff review and approval	Identification and approval of specific pollution prevention projects

Additional Details

In FY18, Pollution Prevention Activity #1 was completed, and Pollution Prevention Activity #2 was initiated for a total of 2 pollution prevention activities in South County. The Pollution Prevention Prioritization Plan completed under Project B1 (KPI #2) is also being used to prioritize projects for Project B2 with a focus on South County.

Committee Review

N/A

Project B3

Pollution Prevention Partnerships and Grants

Status: On Target

FY Estimated Completion: Annual delivery through FY28





Summary of Community Benefits:

Partnership/ grants to reduce contaminants

Key Performance Indicator (KPI) (15-year Program)

1. Provide 7 grant cycles and 5 partnerships that follow pre-established competitive criteria related to preventing or removing pollution.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY 20	Board of Directors	Grant Award Approval Process	Approval of new grantees
	FY 22	Board of Directors	Grant Award Approval Process	Approval of new grantees
	FY 24	Board of Directors	Grant Award Approval Process	Approval of new grantees
	FY 26	Board of Directors	Grant Award Approval Process	Approval of new grantees

Additional details

On February 26, 2019, the Board approved a standardized award allocation process for the Safe, Clean Water Grant Program (Projects A2, B3, B7, D3). See page 5 of this document for a full description of the new award process.

Committee Review

BPPC

Project B4

Good Neighbor Program: Encampment Cleanup

Status: On Target

FY Estimated Completion: Annual delivery through FY28


Summary of Community Benefits

Reduces trash/pollutants in surface water

Key Performance Indicator (KPI) (15-year Program)

1. Perform 52 annual cleanups for the duration of the Safe, Clean Water Program to reduce the amount of trash and pollutants entering the streams.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY20	Board of Directors	Board agenda item(s)	Operational approach for FY21 - FY28

Additional Details

There continues to be an increasing demand for District resources to address encampment cleanups from cities and the community. These additional requests have significantly impacted the project's budget. To address this high level of demand and the overall issue of homelessness in the county, the Board formed a Homeless Encampment Ad Hoc Committee (HEAHC) in 2016. The Board directed the Homeless Encampment Ad Hoc Committee to discuss the operational approach options for the Encampment Cleanup project, which could include: A) limiting the number of cleanups each year to the KPI target of 52; B) limiting the number of cleanups each fiscal year based upon the funding available by committing 90% of the net rental income from properties purchased through Fund 12; or C) aiming to meet the community demand for cleanups through utilizing district resources and through pursuing partnerships with other agencies. The HEAHC recommended a pilot approach pursuing Option B, along with maintaining Safe, Clean Water funding for the 52 cleanups for FY19 and the Board asked staff to return in one year with the recommended operational approach for the remaining fiscal years through FY28.

Committee Review

HEAHC

Project B5

Hazardous Materials Management and Response

Status: On Target

FY Estimated Completion: Annual delivery through FY28

Summary of Community Benefits

Prevents and reduces contaminants in ground/surface water

Key Performance Indicator (KPI) (15-year Program)

1. Respond to 100% of hazardous materials reports requiring urgent on-site inspection in 2 hours or less.

Remaining Key Decision Points

Staff does not anticipate any remaining key decision points for this KPI.

Additional Details

This project allows Valley Water to continue providing a local, toll free number to report hazardous materials spills 24 hours a day, 7 days a week. Emergency staff responds within 2 hours of the initial report, with spill cleanup in District rights-of way performed in a timely manner. Appropriate agencies are alerted when spills are outside District jurisdiction.

Expenditures under this project can fluctuate widely based on the following:

1. The number of calls received on the Pollution Prevention hotline,
2. The number of calls requiring a field response,
3. A varying amount of time required resolving/mitigating once in the field, and
4. An unspecified amount of waste to be disposed under the Emergency Response Program.

Committee Review

N/A

Project B6

Good Neighbor Program: Remove Graffiti and Litter

Status: On Target

FY Estimated Completion: Annual delivery through FY28


Summary of Community Benefits

Reduces trash and contaminants in local waterways

Key Performance Indicators (KPIs) (15-year Program)

1. Conduct 60 cleanup events (4 per year).
2. Respond to requests on litter or graffiti cleanup within 5 working days.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY20	Executive Management	Approval of Long-term Forecast	Releasing funds into the reserves will be accomplished by adjusting the long-term forecast to reflect the amount agreed upon for the remaining funding allocation.

Additional Details

At the five-year mark, this project expended only 26% of its budgeted 15-year allocation. Staff analysis is underway to determine whether this project could be over allocated. If project and executive management agree, then a portion of the funding may be returned to the Safe, Clean Water Fund 26 Operating and Capital Reserves in the next long-term forecasting cycle and could be used towards the completion of another project's KPIs.

Committee Review

N/A

Project B7

Support Volunteer Cleanup Efforts and Education

Status: On Target

FY Estimated Completion: 28






Summary of Community Benefits:

Reduces contaminants, engages community and volunteers, and supports watershed stewardship.

Key Performance Indicators (KPIs) (15-year Program)

1. Provide 7 grant cycles and 3 partnerships that follow pre-established competitive criteria related to cleanups, education and outreach, and stewardship activities.
2. Fund Valley Water support of annual National River Cleanup Day, California Coastal Cleanup Day, the Great American Pick Up; and fund the Adopt-A-Creek Program.

Remaining Key Decision Points *KPI #1*

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY 19	Board of Directors	Grant Award Approval Process	Approval of new grantees
	FY 21	Board of Directors	Grant Award Approval Process	Approval of new grantees
	FY 23	Board of Directors	Grant Award Approval Process	Approval of new grantees
	FY 25	Board of Directors	Grant Award Approval Process	Approval of new grantees
	FY 27	Board of Directors	Grant Award Approval Process	Approval of new grantees

Additional details

On February 26, 2019, the Board approved a standardized award allocation process for the Safe, Clean Water Grant Program (Projects A2, B3, B7, D3). See page 5 of this document for a full description of the new award process.

Committee Review

BPPC

Remaining Key Decision Points *KPI #2*

Staff does not anticipate any remaining key decision points for this KPI.

Additional details

N/A

Committee Review

N/A

Priority C

Protect our water supply from earthquakes and natural disasters

Projects under Priority C include retrofitting to protect our water supply infrastructure from the impacts of natural disasters, like earthquakes. It also includes emergency flood response enhancements to improve communication between responders and help reduce damages from floods.

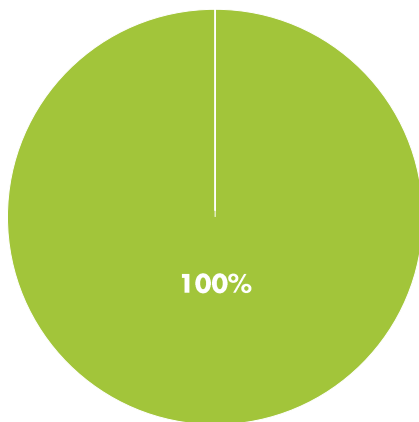
Project C1

Anderson Dam Seismic Retrofit

Project C2

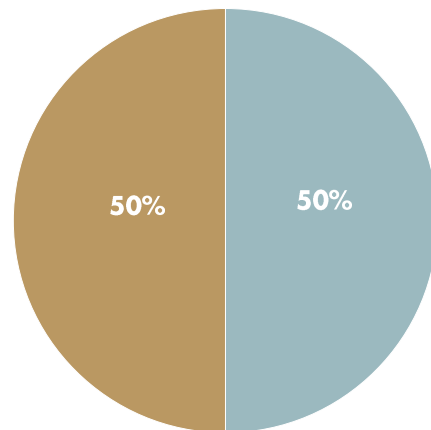
Emergency Response Upgrades

FY19 Current Status



- On Target
- Adjusted
- Modified
- Not on Target
- Completed

Estimated Project Completion Date



- Completed
- By FY 23
- By FY 28
- Annual KPI

Project C1

Anderson Dam Seismic Retrofit

Status: On Target

FY Estimated Completion: 28


Summary of Community Benefits

Provides funding for Anderson Dam Retrofit

Key Performance Indicator (KPI) (15-year Program)

1. Provide portion of funds, up to \$45 million, to help restore full operating reservoir capacity of 90,373 acre-feet.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY28	Board	Budget Approval Process	The final budget transfer is scheduled to take place in FY28.

Additional Details

The total Safe, Clean Water Program funding level for this project was presented in 2012 dollars at \$45 million; however, this amount is subject to inflation and the adjusted 15-year plan is \$67.1 million. These funds will reimburse the Water Utility Enterprise Fund for the Anderson Dam Seismic Retrofit Project and will be distributed in 2 payments; the first payment of \$14 million was transferred in FY16, and the remainder is scheduled to be transferred in FY28.

Committee Review

N/A

Project C2

Emergency Response Upgrades

Status: On-Target

FY Estimated Completion: 23


Summary of Community Benefits

Improves flood forecasting accuracy/community awareness

Key Performance Indicator (KPI) (15-year Program)

1. Map, install, and maintain gauging stations and computer software on 7 flood-prone reaches to generate and disseminate flood warnings.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY20	Board	Board agenda item(s)	If project and executive level staff agree that there is a surplus, project staff plans to recommend that the Board approve exceeding the KPI by doing additional work. If the Board does not approve staff's recommendation, the funds should be released back into reserves.

Additional Details

The 7 flood prone reaches have already been identified by staff and are scheduled to be completed in FY19. The maintenance of the gauge stations and the system will be ongoing through the life of the project.

At the five-year mark, this project expended only 45% of its budgeted 10-year allocation. Staff analysis is underway to determine whether this project could be over allocated. If project and executive management agree, then a portion of the funding may be returned to the Safe, Clean Water Fund 26 Operating and Capital Reserves in the next long-term forecasting cycle and could be used towards the completion of another project's KPIs.

In compliance with the Change Control Process, if surplus funds are identified, project staff plan to recommend that the Board approve exceeding the KPI by doing additional work. If the Board does not approve staff's recommendation, the funds should be released back into reserves.

Committee Review

N/A

Priority D

Restore wildlife habitat and provide open space

The 8 projects under Priority D restore and protect wildlife habitat and provide opportunities for increased access to trails and open space. Funding for this priority pays for control of non-native, invasive plants, revegetation of native species, and maintenance of previously revegetated areas. Other projects include removal of fish barriers, improvement of steelhead habitat and stabilization of eroded creek banks.

To support these and future restoration projects, Valley Water will create a comprehensive, updated database on stream conditions countywide. Valley Water and other agencies can then use the new information to make informed decisions on where and how to use restoration dollars so they have the greatest value for wildlife.

Project D1

Management of Revegetation Projects

Project D2

Revitalize Stream, Upland and Wetland Habitat

Project D3

Grants and Partnerships to Restore Wildlife Habitat and Provide Access to Trails

Project D4

Fish Habitat and Passage Improvement

Project D5

Ecological Data Collection and Analysis

Project D6

Creek Restoration and Stabilization

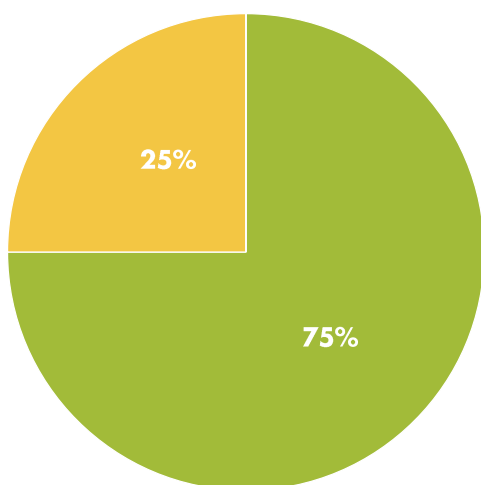
Project D7

Partnerships for the Conservation of Habitat Lands

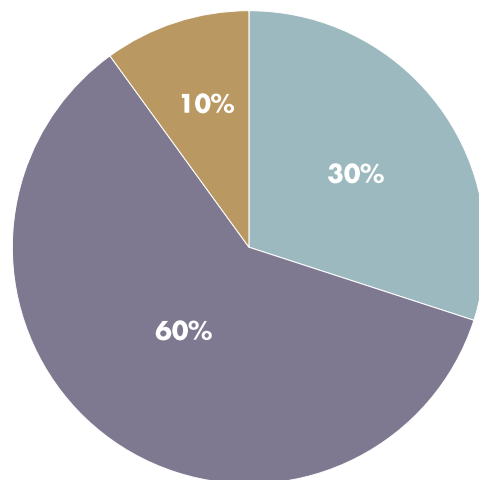
Project D8

South Bay Salt Ponds Restoration Partnership

FY19 Current Status



Estimated Project Completion Date



- On Target ■ Adjusted ■ Modified ■ Completed ■ By FY 23 ■ By FY 28 ■ Annual KPI
- Not on Target ■ Completed

Project D1

Management of Revegetation Projects

Status: On Target

FY Estimated Completion: Annual delivery through FY28


Summary of Community Benefits

Maintains 300 acres of revegetation/monitors percent cover, percent survival and health and vigor of revegetation plantings.

Key Performance Indicator (KPI) (15-year Program)

1. Maintain a minimum of 300 acres of revegetation projects annually to meet regulatory requirements and conditions.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY20	Executive Management	Approval of Long-term Forecast	Releasing funds into the reserves will be accomplished by adjusting the long-term forecast to reflect the amount agreed upon for the remaining funding allocation.

Additional Details

At the five-year mark, this project expended only 16% of its budgeted 15-year allocation due to a cease and desist decision that was made restricting planting on revegetation sites due to Phythopthora pathogen concerns. The cease and desist decision has since been lifted and project staff are in the process of catching up on planting.

Staff analysis is underway to determine whether this project could be over allocated. If project and executive management agree, then a portion of the funding may be returned to the Safe, Clean Water Fund 26 Operating and Capital in the next long-term forecasting cycle and could be used towards the completion of another project's KPIs.

Committee Review

N/A

Project D2

Revitalize Stream, Upland and Wetland Habitat

Status: On Target

FY Estimated Completion: 28


Summary of Community Benefits

Revitalize at least 21 acres, of which 7 acres or more are with partnerships

Key Performance Indicators (KPIs) (15-year Program)

1. Revitalize at least 21 acres, guided by the 5 Stream Corridor Priority Plans, through native plant revegetation and removal of invasive exotic species.
2. Provide funding for revitalization of at least 7 of 21 acres through community partnerships.
3. Develop at least 2 plant palettes for use on revegetation projects to support birds and other wildlife.

Remaining Key Decision Points *KPI #1 and 2*

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY19	Board of Directors	Board agenda item(s)	In September, project and executive management agreed to reduce the project's long-term forecast by approximately \$3 million and return those funds the Fund 26 Operating and Capital Reserves.

Additional Details

In FY19, management approved a memo that outlined the process for developing Project D3 Stream Corridor Priority Plans (SCPPs). In the memo, the criteria used by D2 to select the sites for revitalization was validated and selected for incorporation into all future SCPPs. This officially recognized work performed thus far under Project D2. Based upon the SCPP memo, both Project D2 KPIs 1 and 2 have been completed; non-native and invasive vegetation control being done under existing partnership agreements will continue, and the revitalized acreage will be maintained over the duration of the Program.

Based upon Project D2's long-term forecasted cost for maintaining the revitalized acreage and partnership agreements, staff and executive management agreed to reduce the D2 15-year

allocation by approximately \$3 million, which went into Fund 26 Operating and Capital Reserves. On October 9, 2018, the Board approved a budget adjustment to allocate approximately \$1 million from Fund 26 Operating and Capital Reserves to Project D4 KPI #1 – Ogier Ponds Creek/Lake Separation Project. There was no impact to the Project D2 KPIs.

Committee Review

N/A

Project D3

Grants and Partnerships to Restore Wildlife Habitat

Status: On Target

FY Estimated Completion: 28


Summary of Community Benefits:

Grants/Partnerships for stewardship/provide access to trails.

Key Performance Indicators (KPIs) (15-year Program)

1. Develop 5 Stream Corridor Priority Plans to prioritize stream restoration activities.
2. Provide 7 grant cycles and additional partnerships for \$21 million that follow pre-established criteria related to the creation or restoration of wetlands, riparian habitat and favorable stream conditions for fisheries and wildlife, and providing new public access to trails.

Remaining Key Decision Points *KPI #1*

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY19	DOO/AOO WS S&P Division	Memo to WS COO	The Stevens Creek Priority Plan has been completed. The remaining SCPPs will be for Coyote Creek, Guadalupe River, San Francisquito Creek, and Uvas Creek.










Additional Details:

In Quarter 3 of Fiscal Year 2019, a memo was submitted to Watersheds Chief Operating Officer Melanie Richardson from Deputy Operating Officer Vincent Gin and Assistant Operating Officer Lisa Bankosh of Watershed Stewardship and Planning. The memo outlined the Stream Corridor Priority Plans (SCPPs) progress and coordination, including the selection and prioritization of one SCPP in each watershed. The Stevens Creek SCPP has been completed. The remaining SCPPs will be for Coyote Creek, Guadalupe River, San Francisquito Creek, and Uvas Creek.

Committee Review

N/A

Remaining Key Decision Points KPI #2

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY 19	Board of Directors	Grant award approval process	Grants awarded
	FY 20	Board of Directors	Grant award approval process	Grants awarded
	FY 21	Board of Directors	Grant award approval process	Grants awarded
	FY 22	Board of Directors	Grant award approval process	Grants awarded
	FY 23	Board of Directors	Grant award approval process	Grants awarded
	FY 24	Board of Directors	Grant award approval process	Grants awarded
	FY 25	Board of Directors	Grant award approval process	Grants awarded
	FY 26	Board of Directors	Grant award approval process	Grants awarded
	FY 27	Board of Directors	Grant award approval process	Grants awarded

Additional Details:

On February 26, 2019, the Board approved a standardized award allocation process for the Safe, Clean Water Grant Program (Projects A2, B3, B7, D3). See page 5 of this document for a full description of the new award process.

Committee Review

BPPC

Project D4

Fish Habitat and Passage Improvement (KPIs 1-5)

Status: Adjusted (Pending Board approval on March 26, 2019)

Key Performance Indicators (KPIs) (15-year Program)

1. Complete planning and design for 2 creek/lake separations.
2. Construct 1 creek/lake separation project in partnership with local agencies.
3. Use \$6 million for fish passage improvements.
4. Conduct study of all major steelhead streams in the county to identify priority locations for installation of large woody debris and gravel as appropriate.
5. Install large woody debris and/or gravel at a minimum of 5 sites (1 per each of 5 major watersheds).




KPI #1

FY Estimated Completion: 20 for Almaden Lake and 22 for Ogier Ponds (Pending Board approval on March 26, 2019)

Summary of Community Benefits

Creek/lake separation planning and design

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY19	Board of Directors	Board agenda item(s)	In October, the Board approved a budget adjustment to increase the allocation for Project D4 (KPI #1) – Ogier Ponds Creek/Lake Separation.
	FY19	Board of Directors	Board agenda item(s)	On March 26, 2019, staff will recommend a schedule adjustment for both Almaden Lake and Ogier Ponds (see below for additional details).
	FY20	Board of Directors	Board agenda item(s)	At the end of FY20, staff plans to request Board certification of Almaden Lake Environmental Impact Report.

Additional Details

In FY17, the Board approved a schedule adjustment for Project D4 to separate out the scheduled completion dates for the Key Performance Indicators. At that time, the Almaden Lake project was estimated to be completed by FY19. The Ogier Ponds schedule had not yet been set.

Almaden Lake – Planning and design for Almaden Lake was started in FY 16 and was originally set to be completed in FY19. Additional time was required to complete the analysis for the lake water source and update the environmental document accordingly. This additional effort has delayed release of the Administrative Draft environmental document and completion of design by 1 year. On March 26, 2019, staff will recommend Board approval of a schedule adjustment to the completion date, extending the date by one fiscal year to FY20.

Ogier Ponds – The final feasibility study for Ogier Ponds was presented to the District’s Board of Directors in March 2018. The Board recommended moving the project into planning should the land owner, Santa Clara County Parks, agree to continue the partnership into the next phase of planning. District staff is working on an agreement with County staff to continue with the planning and design phases for the creek/lake separation at Ogier Ponds. The final agreement is anticipated in April 2019. Once the agreement is executed, the planning and design work would commence. The anticipated completion date for the Planning Study Report with a staff recommended alternative is September 2021. However, the schedule is dependent on County staff availability therefore, District staff would recommend that the completion date be pushed out until FY23.

Based upon Project D2’s long-term forecasted cost for maintaining the revitalized acreage and partnership agreements, staff and executive management agreed to reduce the D2 15-year allocation by approximately \$3 million, which went into Fund 26 Operating and Capital Reserves. On October 9, 2018, the Board approved a budget adjustment to allocate approximately \$1 million from Fund 26 Operating and Capital Reserves to Project D4 KPI #1 – Ogier Ponds Creek/Lake Separation Project. There was no impact to the Project D2 KPIs.

Committee Review

CIP Committee


KPI #2

FY Estimated Completion: TBD

Summary of Community Benefits

Creek/lake separation construction

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY20	Board of Directors	Board Agenda Item	Determination regarding which D4 creek/lake separation project will be constructed.

Additional Details

In the agenda item for Board certification of Lake Almaden Project Environmental Impact Report staff will make a recommendation for the Board to determine whether this project will be selected as the D4 creek/lake separation project to be constructed.

Committee Review

CIP Committee


KPI #3

FY Estimated Completion: 28

Summary of Community Benefits

Improve habitat and passage for steelhead fish

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	TBD	Board of Directors	Board Agenda Item(s)	Usage of \$6 million on fish passage improvements

Additional Details

The Board makes decisions through the CIP approval process. To date, the Board has made the decision to construct the Evelyn Road Bridge Fish Passage Improvement Project and to approve up to \$1 million in funds to assist the City of San Jose on the Singleton Road Bridge for fish passage improvements. As of the FY18 audited financials, \$1.3 million of the \$6 million in funds allocated for fish passage under this KPI have been expended.

Committee Review

CIP Committee



KPIs #4 and 5

FY Estimated Completion: 28

Summary of Community Benefits

Improve habitat for fish through installing large woody debris (LWD) and gravel

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	Annually	Watersheds O&M DOO	Stream Maintenance Program (SMP)	LWD/gravel installation project implementation
	FY19	TBD	Approval of Consultant Agreement for Phase 2 Study	Start of Phase 2 Study of major steelhead streams in the county to identify priority locations for installation of large woody debris and gravel. The authorized decision maker will depend on the amount of the consultant agreement.

Additional Details

Project staff are working closely with the SMP staff to identify sites for installation of large woody debris and/or gravel and are planning work for this coming summer at the Los Gatos Creek location. Sites that are identified will be included in the SMP and once final regulatory approvals are received, the work will be performed by the Watersheds Field Operations and Maintenance Unit. The work will be funded through Project D4 of the Safe, Clean Water Program. In the future, project staff may explore completing these installation projects outside of the SMP.

Committee Review

N/A

Project D5

Ecological Data Collection and Analysis

Status: On Target

FY Estimated Completion: 28


Summary of Community Benefits

Provides a systematic, scientific guide for decisions/actions

Key Performance Indicators (KPIs) (15-year Program)

1. Establish new or track existing ecological levels of service for streams in 5 watersheds.
2. Reassess streams in 5 watersheds to determine if ecological levels of service are maintained or improved.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY20	Executive Management	Approval of Long-term Forecast	Releasing funds into the reserves will be accomplished by adjusting the long-term forecast to reflect the amount agreed upon for the remaining funding allocation.

Additional Details

At the five-year mark, this project expended only 23% of its budgeted 15-year allocation. While this under expenditure exceeds the allowed 5% deviation from the 33% target, a portion of the delivery of KPI #1 was funded prior to receiving Safe, Clean Water Program funding; therefore, expenditures within the first five years of the Program may not reflect the necessary funds required to complete reassessments under KPI #2.

Staff analysis is underway to determine whether this project could be over allocated. If project and executive management agree, then a portion of the funding may be returned to the Safe, Clean Water Fund 26 Operating and Capital Reserves in the next long-term forecasting cycle and could be used towards the completion of another project's KPIs.

Committee Review

N/A

Project D6

Creek Restoration and Stabilization

Status: Adjusted (Pending Board approval on March 26, 2019)

FY Estimated Completion: 21




Summary of Community Benefits

Restore sediment balance/reduce erosion

Key Performance Indicator (KPI) (15-year Program)

1. Construct 3 geomorphic designed projects to restore stability and stream function by preventing incision and promoting sediment balance throughout the watershed.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY 19	Board of Directors	Adoption of CIP	In FY19, staff plans to present the final CIP for Board approval with adjusted funding for the Bolsa Road Bridge Project. Staff is proposing that construction should be funded by project D6 based on the design changes that now meet the criteria for the D6 KPI (see below for additional details).
	FY19	Board of Directors	Adoption of CIP	In FY19, the Draft CIP includes the Los Gatos Creek Restoration Project as the third D6 project to be constructed.
	FY19	Board of Directors	Board agenda item(s)	On March 26, 2019, staff will recommend a schedule adjustment to identify project schedules for each of the three geomorphically designed projects (see below for additional details).

Additional Details

Project 1 – The Hale Creek Enhancement Pilot Project was selected as the first of the three D6 projects in FY16.

Project 2 – The Bolsa Road Bridge Project was initially funded through Project D4 as a fish passage improvement project; however, in consultation with the regulatory agencies, the project

design was modified to a geomorphically designed project. Based on the redesign, staff is proposing that construction of the project be funded through Project D6. This project will include robust fish passage improvements.

Project 3 – In FY19, staff has presented the Los Gatos Creek Restoration Project as the third D6 project to be constructed. The project will be partially funded under D6 with potential partnership funds from an outside source.

Schedule adjustments – The original Safe, Clean Water Program estimated schedule for Project D6 extended from FY18 to FY21. At that time the three projects to be constructed had not yet been identified. On March 26, 2019, staff will recommend that the Board approve a separate schedule for each of the three projects. While all three projects are still scheduled to be completed by FY21, having three project schedules will more accurately reflect the KPI.

The recommended schedule for the Hale Creek Enhancement Pilot Project is FY17 to FY21, with construction estimated to start in FY20 and be completed in FY21. The recommended schedule for construction of the Bolsa Road Bridge Project is FY20 to FY21. The recommended schedule for the Los Gatos Creek Restoration Project is FY20 to FY21.

Committee Review

CIP Committee

Project D7

Partnerships for the Conservation of Habitat Lands

Status: On Target

FY Estimated Completion: 28


Summary of Community Benefits

Protects, enhances and restores natural resources

Key Performance Indicator (KPI) (15-year Program)

1. Provide up to \$8 million for the acquisition of property for the conservation of habitat lands.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY19	Board of Directors	Board Agenda Item(s)	The partnership agreement was approved by the Board and executed in FY19.

Additional Details

A partnership agreement with the Valley Habitat Agency (VHA) to support the acquisition and management of preserve lands to support water supply strategies in the District's 2017 Water Supply Master Plan was approved by the Board in early FY19.

Committee Review

N/A

Project D8

South Bay Salt Pond Restoration Partnership

Status: On Target

FY Estimated Completion: 28



Summary of Community Benefits

Accelerates tidal wetland restoration project

Key Performance Indicators (KPIs) (15-year Program)

1. Establish agreement with FWS to reuse sediment at locations to improve the success of Salt Pond restoration activities.
2. Construct site improvements up to \$4 million to allow for transportation and placement of future sediment.

Remaining Key Decision Points

Type of Decision	Fiscal Year	Decision Maker	Decision Process	Description
	FY19	CEO	Approval of Inter-agency Agreement	Executed a revised agreement with the Fish and Wildlife Service to replace the existing agreement allowing reuse of SMP sediment at locations to improve the success of Salt Pond restoration activities.
	TBD	TBD	TBD	Construction of Site Improvements up to \$4 million

Additional Details

No site improvements were needed to transport and place sediment in FY18; however, in February 2018, the Stream Maintenance Program (SMP) crew added 2,800 cubic yards of the soil from the existing stockpile to the 10:1 slope at Pond A8 to address the landfill's concern over localized erosion of the slope.

At the five-year mark, this project expended only 12% of its budgeted 15-year allocation; however, staff has indicated that the funding will be utilized as site improvements are deemed necessary and believes the funding is an appropriate allocation for future years.

Committee Review

N/A

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File No.: 18-1140

Agenda Date: 3/11/2019

Item No.: 4.2.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Calero Reservoir Operational Reliability Update.

RECOMMENDATION:

Receive information and discuss recommended next steps.

SUMMARY:

Over the past 90 years the District has built an integrated and flexible water supply and conveyance system to provide a reliable water supply to the residents of Santa Clara County. The network of ten surface water reservoirs, 19 major water rights, two imported water supplies, groundwater recharge facilities, treatment plants and conveyance pipelines work together to meet the water supply needs of the valley.

The District's ability to supply water depends on the ongoing use and function of these past investments and, as they age, ongoing investment is required. In recognition of the value of, and the District's dependence on, these assets, the Board has adopted policies to protect and maintain these critical facilities for the long-term benefit of the community. Specifically, Board Ends Policy E-2.1 requires maintenance of local surface water supplies and Executive Limitation EL-6 directs that the District BAOs protect the District's water rights. Together, these policies require that the District's surface water reservoirs be maintained and restored to full operational capacity.

Calero Reservoir is among the oldest of the District reservoirs. Built in 1935, it has been a key element of the District's raw water supply and transmission network. Calero Reservoir contributes to both annual water supply and operational flexibility and reliability. On an annual basis, Calero Reservoir is capable of providing up to 9,500 acre-feet (AF) of water supply. However, due to structural deficiencies found in the dam, the reservoir is under a seismic restriction limiting normal storage to 4,414 AF. A capital project, currently at approximately 60% design, will address the structural deficiencies, restoring the reservoir's full storage capacity as well as expanding the reservoir outlet capacity to provide additional operational flexibility.

Because Calero Reservoir is centrally located, it provides a local water supply source which is used to recharge the groundwater basin and can also supply raw water directly to the District's surface water treatment plants. This helps in responding to imported water outages and is critical to the District's disaster recovery plan.

Water Supply

Calero Reservoir has an associated water right of 3,500 AF per year from the Calero Creek watershed. In addition, Calero Reservoir is the terminus for the Almaden-Calero Canal which has a separate water right that allows up to 6,000 AF to be transferred from Almaden Reservoir each year into Calero Reservoir. Combined, these two water rights can provide up to 9,500 AF each year towards meeting the County's overall water supply needs.

Calero Reservoir also provides local storage for imported water supplies, typically Central Valley Project (CVP) supplies conveyed from San Luis Reservoir. From a turnout on the Cross Valley Pipeline, CVP supplies (as well as water from Anderson Reservoir) can be released directly into Calero Reservoir for storage and later use. This adds flexibility to the District's raw water system, providing an in-county storage option which allows the District to take delivery of imported water supplies which could otherwise be lost. Local or imported water stored in Calero Reservoir can then be put to beneficial use by releasing into Calero Creek for groundwater recharge or into the Almaden Valley Pipeline for delivery to the surface water treatment plants.

Calero Reservoir's interconnection with the raw water distribution system shown in Attachment 1 makes it one of only two reservoirs, the other being Anderson Reservoir, that can be used to both store imported water and deliver local surface water directly into the raw water system to supply the treatments plants, making it a key facility in the District's raw water system.

Operational Reliability

Calero Reservoir's ability to supply raw water to the District's surface water treatment plants is critical during a CVP outage. When the District is not able to deliver CVP supplies from San Luis Reservoir due to a low point event, Pacheco

Pumping Plant outage or other condition, the District utilizes locally-stored supplies at Calero and Anderson Reservoirs to supply the treatment plants with raw water until CVP deliveries can be restored. The District's water retailers will be required to rely on their own groundwater wells to serve the public until local water deliveries can be restored to the treatment plants. This stored surface water can also be used to blend with imported water to address poor imported water quality and improve treatability.

The flexibility and redundancy provided by Calero Reservoir greatly improves the reliability of the District's raw water system and overall water supply reliability. The reliability provided by the reservoir will be especially critical during the construction of the Anderson Dam Seismic Retrofit Project. Anderson Reservoir will be drained for a 3-year period during the seismic retrofit construction; Calero Reservoir will be the only in-county supply of water available when there is an interruption in the District's imported CVP supplies from San Luis Reservoir.

Infrastructure Reliability Study

Calero Reservoir is also critical to the District's recovery plan after a major earthquake. In a very strong seismic event, it is assumed that the South Bay Aqueduct would sustain significant damage (the pipeline passes through areas prone to landslides) and would require extensive time (greater than 60 days) for the State to make repairs and restore deliveries. In such an event, the District's strategy would be to prioritize restoring supplies from the south.

Calero Reservoir is the closest source of water to the water treatment plants, and raw water is delivered to these plants via the Almaden Valley Pipeline. The top priority for restoring the raw water distribution system after a major earthquake would be to repair the Almaden Valley Pipeline (AVP). The 2005 Infrastructure Reliability Study estimated it would take less than 30 days to repair the AVP following a significant seismic event. After such repair, Calero Reservoir could provide source water to the treatment plants. This would restore treated water production and delivery of minimum winter demands to retailers within 30 days, which is an acceptable service level for the retailers following a seismic event. As the closest supply source, deliveries from Calero Reservoir would be the first priority. Repairs on other pipelines would then progress south, restoring deliveries from Anderson Reservoir and finally, from San Luis Reservoir. Without Calero Reservoir, service outages would likely be extended as additional miles of pipeline would have to be repaired and returned to service.

Other Calero Reservoir Benefits

In addition to annual water supply and operational reliability benefits, Calero Reservoir provides other benefits to the Community. As a watershed reservoir, it provides incidental flood protection to downstream residents. Although the reservoir does not drain a large watershed, during high rainfall events, peak runoff flows are attenuated in the reservoir before being discharged downstream.

Calero Reservoir is also one of only three in-county reservoirs which allow power boating and other recreational uses. It is heavily used by the public, and during the past season when Anderson Reservoir was not open to boating, Calero Reservoir was one of the only boating locations available to the local community. This will be particularly true during construction of the Anderson Dam Seismic Retrofit Project, when both Anderson and Coyote Reservoirs will be unavailable.

Alternative to a Seismic Retrofit

Two recent efforts have looked at the alternative to retrofitting a dam. As a high-level evaluation, both efforts acknowledged that it would not be acceptable to the resource agencies to leave a dam as-is, and some significant level of effort would be required in lieu of retrofitting.

As part of the Calero Dam Seismic Retrofit Project, a White Paper was prepared looking at the “No Project” alternative. Two “no-project” alternatives were identified, notching the spillway and decommissioning the dam, and ranged in cost from \$60 million to \$120 million respectively. The notched spillway alternate was proposed as a possibility to maintain the water supply within the reservoir that the District is allowed under the current DSOD restriction. However, this concept has not been approved by DSOD and additional operational restrictions may be put into place, resulting in and additional reduction in water supply. In addition, one element that was not addressed in the white paper analysis of the notched spillway alternative is post construction operation of the reservoir. Although staff has been attempting to constrain the scope of regulatory action on all dam seismic retrofits to only the construction impacts associated with the retrofit of the facility, the regulatory agencies with jurisdictional authority have given strong indication that post construction operational impacts will also need to be considered. As a result, the potential for additional mitigation requirements to be imposed on the project is extremely likely. Under this scenario, the project cost for the notched spillway alternative is likely to increase significantly. Consequently, the two “no-

project” alternatives have a total cost comparable with, or exceeding the estimated total retrofit project cost of \$100 million.

As part of the Guadalupe Dam Planning Study, the project consultant prepared an analysis of various project alternatives. This included partial dam removal and full dam removal options. The Study estimated that the cost of partial dam removal would be about the same as the dam retrofit option. The cost of full dam removal is estimated at 1.6 times the cost of a dam retrofit. The high costs of partial or full dam removal are due to the large amount of material that would have to be moved, as well as issues related to the mercury-laden sediments in the reservoir from historic upstream mining operations. The decommissioning of a dam would likely require significant mitigation and restoration efforts to meet resource agencies’ permit conditions.

These two independent evaluations confirm that if the decision was made to not retrofit the dam, a significant investment would still be required in addition to the impacts of losing use of the asset.

Impacts without Calero Reservoir

To consider the option of not repairing Calero Dam, several factors would have to be evaluated. In addition to the capital costs of a dam removal alternative, up to 9,500 AF of annual water supply would have to be obtained from other sources. At a cost range of \$600 to \$2,000 per acre-foot, this is equivalent to \$5.7 to \$19 million per year of additional water supply investment. Over the 100-year life of a reservoir, these water rights could have a value up to \$570M to \$1.9B.

In terms of reliability, if Calero Reservoir was removed from the District’s water system, the District would be fully reliant on Anderson Reservoir as it’s only local water supply during imported water interruptions. This would reduce system reliability and reduce the total amount of backup or emergency supply available to the District. The absence of Calero Reservoir would also reduce the District’s ability to store imported water, potentially resulting in more carryover supply in San Luis Reservoir and the associated risk of losing that supply.

In addition, the recovery of the District’s water supply system from a major earthquake would likely be delayed by several weeks, extending the period of time retailers would be required to rely on groundwater to meet community demands.

ATTACHMENTS:

Attachment 1: Calero Reservoir

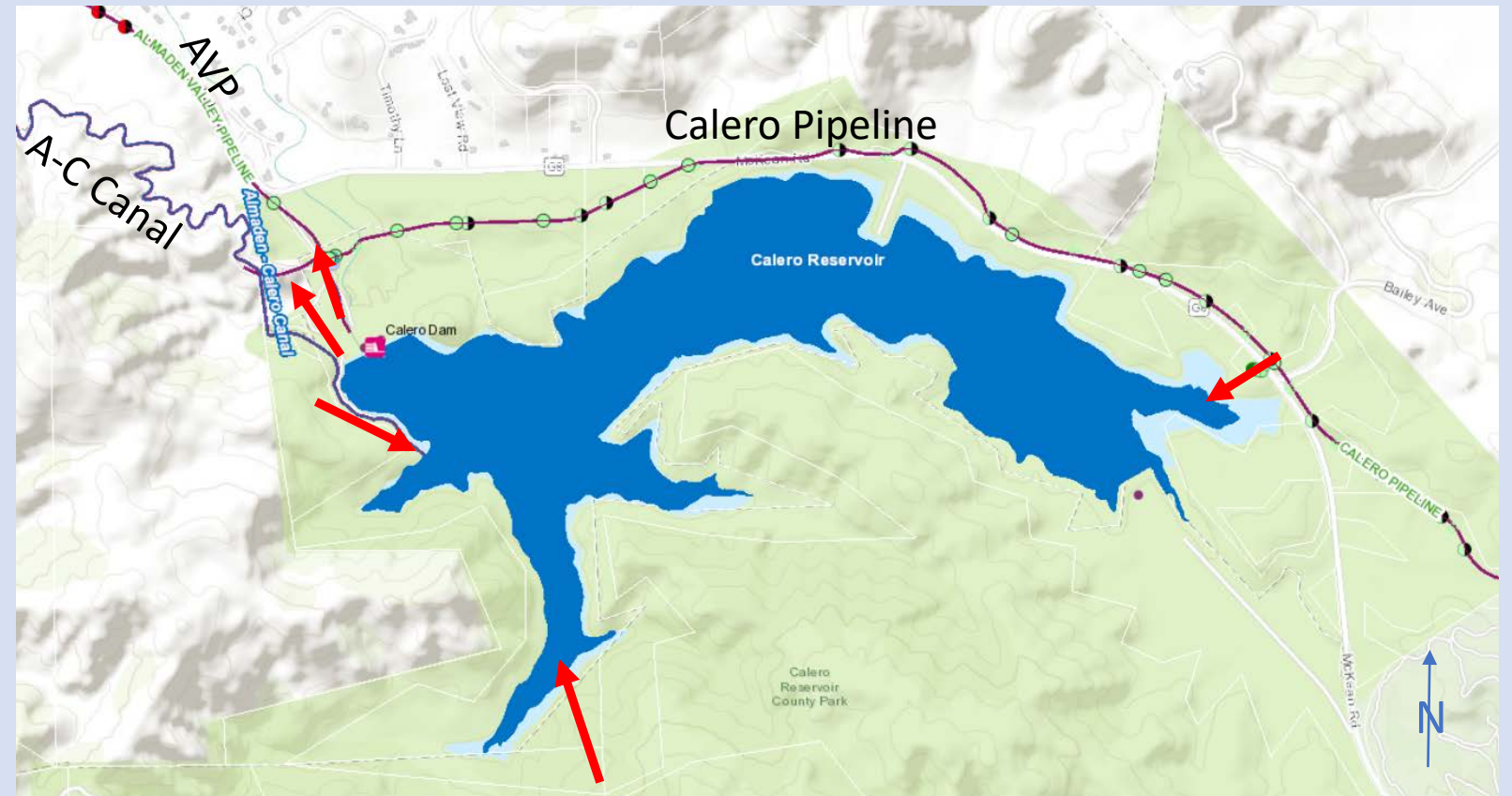
Attachment 2: PowerPoint

UNCLASSIFIED MANAGER:

Kurt Arends, 408-630-2284

Calero Reservoir

Provides critical water supply and operational benefits:



Water Supply:

- Calero Reservoir = 3,500 AF
- Almaden-Calero Canal = 6,000 AF
- Provides downstream groundwater recharge

Operational Reliability:

- Storage of imported water
- Backup supply in CVP Outage
- Blending supply for Water Quality issues
- Closest local supply in seismic recovery

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File No.: 19-0228

Agenda Date: 3/11/2019
Item No.: 4.3.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Update on the Employee Workspace Study.

RECOMMENDATION:

Receive an update on the Employee Workspace Proposed Project and provide direction to staff, as necessary.

SUMMARY:

Pursuant to the board's direction on January 8, 2019, staff is providing an update on the Employee Workspace Project, first to the Capital Improvement Committee and will then provide its recommendations to the full board.

ATTACHMENTS:

Attachment 1: Employee Workspace Proposed Project Update

Attachment 2: Presentation

UNCLASSIFIED MANAGER:

Tina Yoke, 408-630-2385

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Employee Workspace Proposed Project Update

Identified Issue

Valley Water's Almaden Campus facilities are at or approaching full capacity under current standards and practices; some facilities are at or approaching the end of their useful life; and with conservative future employee growth projections of 1%, all campus facilities will be beyond capacity by or before 2024. Valley Water needs to consider using existing space more effectively and/or acquire additional workspace to meet existing staff needs and future growth.

Consistent with the Board's intention to "support a work culture and workplace environment that attracts and retains superior employees empowered to make decisions about, and take responsibility for, how they do their job" (Governance Process Policy-7.8), the Board approved a consultant agreement with MKThink (Consultant) on August 9, 2016, to assess and evaluate Valley Water's use of space at its facilities and to help identify potential efficiencies in the use of workspace and align these with the functions and responsibilities of each employee. The Agreement has a compensation limit not-to-exceed \$576,397.

During the study, certain conditions have changed that will impact the Consultant's analysis of the issues, prompting staff to recommend the Board execute an amendment to the MKThink agreement. Staff will also recommend the Board consider allocating funds from the Capital Improvement Program already earmarked for the Headquarters Operations Building Project to fund the future planning, design, and implementation of recommendations resulting from the additional assessment.

Background

The foundation for the MK Think Employee Work Space Study can be traced back to the Board's Campus Master Plan Ad Hoc Committee that appropriately foresaw the need to evaluate and plan for the life cycle of buildings on the Almaden and Winfield Campuses, taking into consideration factors such as growth/attrition of the employee workforce and space requirements as a result of organizational and program changes that have impacted the availability and efficient use of space at these campuses.

The Campus Master Plan Ad Hoc Committee unanimously recommended that Valley Water implement the staff's recommendations to improve its facilities on the Almaden and Winfield campuses to upgrade the employee work environment and facilities serving the public and to maintain Valley Water facility assets. One of those recommendations from the Almaden/Winfield Campus Conceptual Master Plan Report which staff recommended, was to construct a 20,000 square foot building to replace the Maintenance Office Building and Ready Room.

On January 24, 2012, the Board approved the Campus Master Plan Ad Hoc Committee's recommendations to add to two major capital projects for the Capital Improvement Program (CIP):

1. Almaden & Winfield Campus Small Capital Improvements
2. Headquarters Operations Building

The FY 2015-19 CIP provides that the Almaden and Winfield Campus Small Capital Improvements will continue to be funded at \$2 million per year to meet the higher priority Buildings and Grounds needs. The Headquarters Operations Building was added to the FY15-19 CIP and the project was named the Headquarters Operations Building Capital Improvement Project. The total planned cost for FY17-23, including inflation, was \$18.14 million.

The Headquarters Operations Building Capital Improvement Project objectives were to: replace the Maintenance Office Building to provide a new facility and to provide adequate and sufficient space to enable Valley Water to efficiently perform its core business.

On August 14, 2017, the status of the Board’s key projects and issues related to the FY18-22 CIP was reported to the CIP Committee. The CIP Committee was informed that capital improvements at both the Winfield and Headquarters Operations (Maintenance) buildings were on-hold pending the outcomes of studies that were underway. The Employee Workspace Study scope included studying the Almaden Campus.

Employee Workspace Study

The 2016 Employee Workspace Study (Study) reflects a systematic approach to ensure all factors are considered in its assessment, with a special emphasis on the impact to employee productivity, safety, and engagement. Other aspects, such as environmental sustainability, were also considered and included in the Consultant’s recommendations.

At the core of the Study is the impact on productivity and engagement of employees and a planned, deliberate effort was carried out to obtain input from employees and other stakeholders. Table 1 below illustrates extensive stakeholder engagement and outreach to support this Study:

1	Management and Staff Interviews	November 2016 – December 2016
2	Employee Workspace Steering Committee	September 2016 – May 2018
3	All Employee Information and Input Sessions	February 2017, September – October 2017
4	All Employee Surveys	September 2017 – October 2017
5	Headquarters Mock Cubicle Display	December 2017 – June 2018
6	Internal Project Webpage	2018 – On-going

Employee Workspace Steering Committee Recommendations

In April 2018, the Employee Workspace Steering Committee, which included leadership representatives from the three Bargaining Units recommended to the Executive Team and BAO’s, five pathways to efficient space use at Valley Water space. These recommendations were based on the Consultant’s data collection, stakeholder engagement, and study findings.

The recommended findings were:

1. Optimize workstation space standards to maximize utility and occupancy of existing facilities and construct workspaces and areas based on job function.
2. Standardize conference room size, configurations, and technology to support work efficiency through uniform technology and provide an adequate number of conference rooms for staff.
3. Develop an IT Strategic Plan and associated policies that guide Valley Water towards mobility.
4. Reduce dependency on paper documents, store records offsite, and develop systems and processes to digitize records to reduce space used for paper storage and to align with Valley Water’s sustainability goals, knowledge transfer needs, and streamlined access to historic records.
5. Adopt a facility-focused Sustainability Policy to link building specific strategies and recommendations to Valley Water’s upcoming Climate Action Plan and green building certification standards.

Next Steps

In order to implement elements of the recommended findings, a campus-wide building condition assessment will be conducted to forecast future maintenance or repair requirements to heating, ventilation, air conditioning, electrical, and plumbing systems, ADA needs, etc. to Valley Water facilities to accommodate future employee growth.

To support this effort, funds from the Headquarters Operations Building Capital Improvement Project are available to be utilized toward this Project to accomplish similar goals.

Fiscal Year 2020 – 2024 Capital Improvement Program

To anticipate the future needs of the Almaden Campus facilities, it is recommended that the Employee Workspace Project be included in the Fiscal Year 2020-2024 Capital Improvement Plan (CIP).

As a Capital project, it will have the focused support of a Capital Project Team to conduct an alternatives analysis to find the best solution to Valley Water's workspace needs.

Should the Board approve staff's recommendation, a Planning Study Report (PSR) will be prepared. The PSR will provide alternatives and associated costs for design and construction of each of the alternatives. Alternatives will be brought back to the Board for a decision to move forward on design and construction.

The current projected cost to complete the Planning Phase of the Employee Workspace Study is \$700,000.

Consultant Agreement Amendment

Original Agreement A4065F

On August 9, 2016, the Board approved the consultant agreement with MKThink (Consultant) to carry out the Project for an amount not-to-exceed \$576,397, and authorized the Chief Executive Officer or her designee to execute the Agreement. The Study's goal is to assess and evaluate Valley Water's use of space at its facilities and to help identify potential efficiencies in the use of workspace and align these with the functions and responsibilities of each employee.

Amendment No. 1

On November 7, 2017, the CEO approved and executed Amendment No. 1 to the Agreement, with an original expiration date of September 28, 2017. To allow for sufficient time for the Consultant to perform all services described in the Agreement, the Agreement expiration date was extended to June 30, 2018, and did not increase the original not-to-exceed amount.

Amendment No. 2

On June 26, 2018, the CEO approved and executed Amendment No. 2 of the Agreement, with an original expiration date of June 30, 2018. To allow for sufficient time for the Consultant to perform all services described in the Agreement, the Agreement expiration date was extended to August 15, 2019, and did not increase the original not-to-exceed amount.

Amendment No. 3 - Rationale for Requested Agreement Amendment

Valley Water desires efficiencies in the use of space to reduce its real estate and building operation costs and consideration of LEED certification. In addition, Valley Water is considering upgrading and improving

workspaces so that they are efficient and enable employees to achieve the core mission and responsibilities of Valley Water.

Valley Water desires to consider alternative work space concepts, such as hoteling, mobile working, shared and private spaces satellite offices, etc. in order to determine the total amount of space required. This includes re-design of existing workspaces and providing alternatives if the current buildings are insufficient.

More time has been, and is still needed, for meetings with the Executive Leadership Team, staff and Bargaining Units to further explore space options. Additional time is also being allocated in anticipation of work that may be authorized under Task Order 14, Supplemental Services.

Precedent documents, such as MKThink's Facilities Assessment and Conditions Assessment, as-builts, facility plans, and other needs assessments or master plans, will be used and referenced as framework for the analysis performed for Employee Workspace Project. Preparation of two reports will be done as Supplemental Services (Phase 1 Property Condition Assessment (PCA) Report and Phase 2 PCA Report) will include:

- Overall architectural evaluation, key building elements and features, code compliance, fire and life safety issues, and ADA
- Building envelope conditions, including exterior walls, roof conditions, patio, and other appurtenances
- Elevator condition assessment
- Mechanical, Plumbing, Electrical, and Fire Protection Systems assessment
- Structural evaluation, including seismic and overall condition

In order for the Employee Workspace Project to move from the current pre-planning stage into the planning stage in Valley Water's CIP, condition assessments will need to be done on Almaden Campus buildings.

If the Board approves adding the proposed planning phase of the Employee Workspace Project to the 5-Year FY20-24 CIP, staff will recommend the approval of the Workspace Study's Consultant Agreement Amendment No. 3. There is a financial impact associated with amending this Agreement. The not-to-exceed total compensation limit will be increased from its current limit of \$576,397 by \$210,000 for a total of \$786,397. Funding for this Amendment was budgeted in the FY18-19 in Project No. 60204016, Fund 11.



Valley Water

Clean Water • Healthy Environment • Flood Protection

Employee Workspace Study Update

CIP Committee Meeting

March 2019

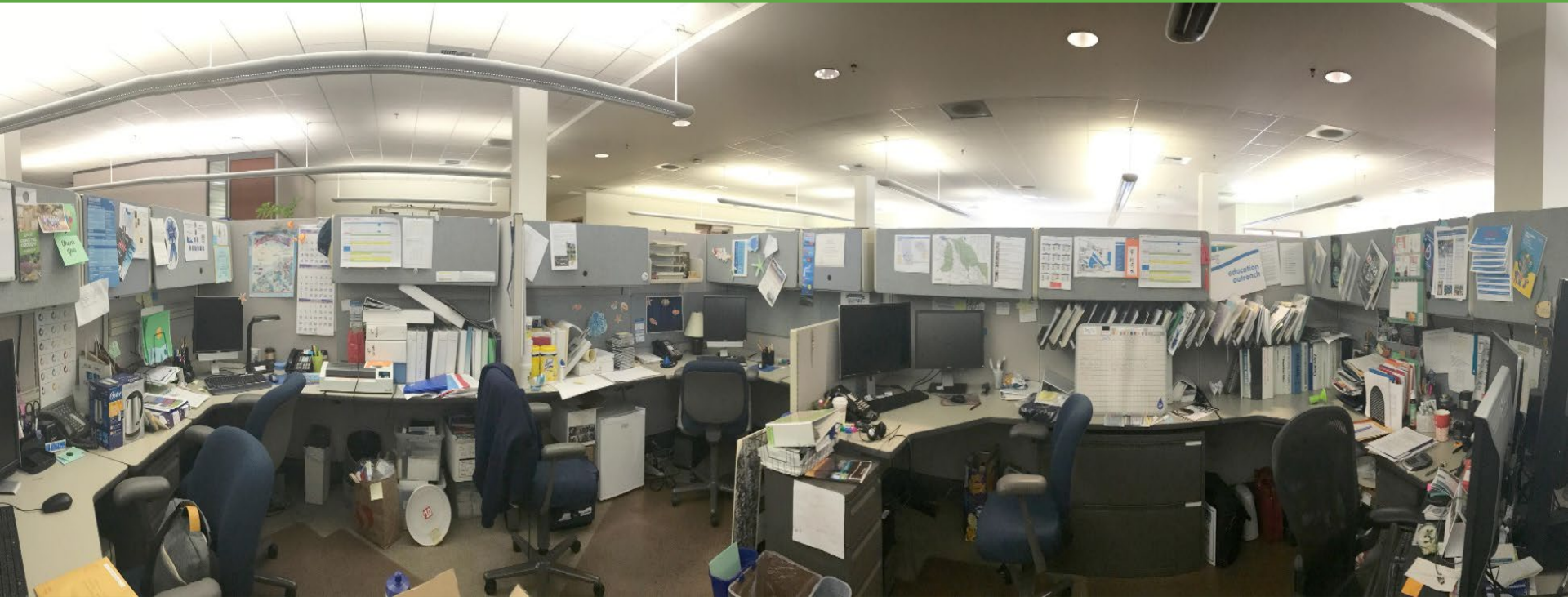
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Attachment1, Pg. 1 of 9

Identified Issue

With Valley Water's facilities aging; and with conservative future employee growth projections of 1%, all campus facilities will be beyond capacity by or before 2024



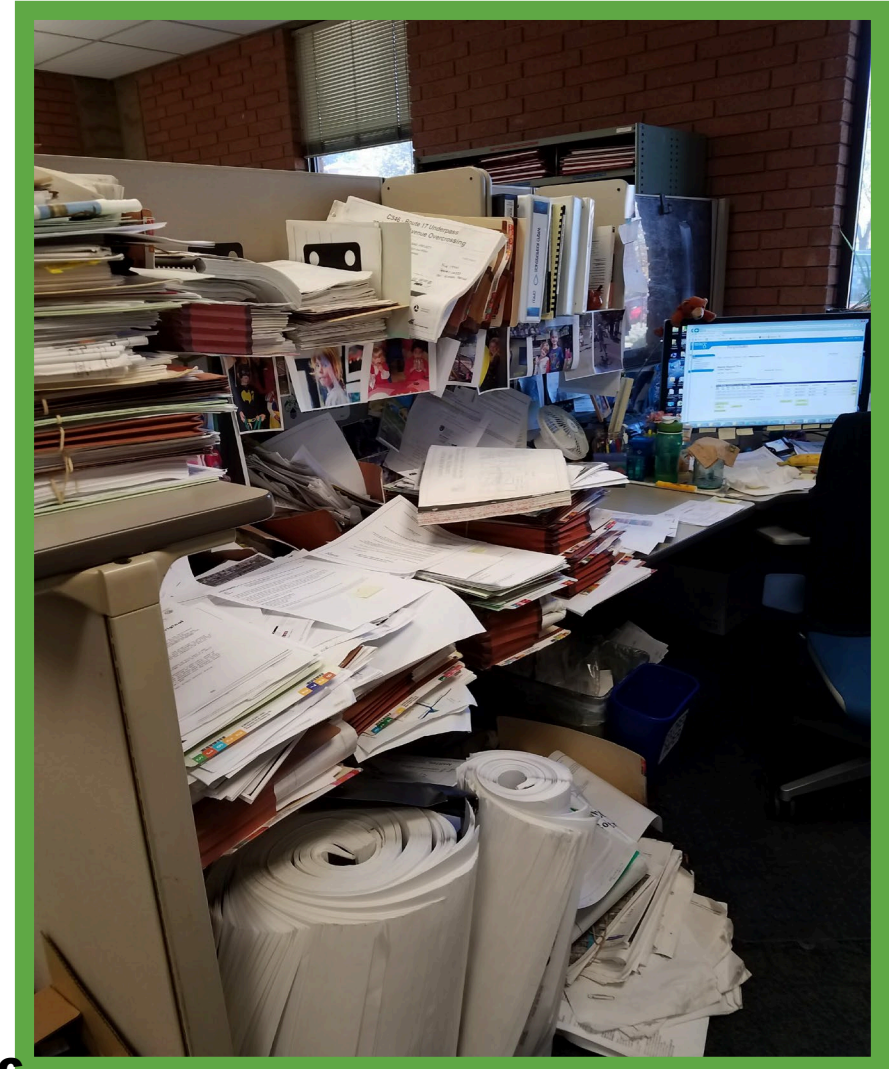


- **January 24, 2012:** Board approved two (2) capital projects for the Five Year CIP
 - Almaden & Winfield Campus Small Capital Improvements
 - Headquarters Operations Building
- **FY 2015 - 2019 CIP:** Board incorporates the Headquarters Operations (Maintenance) Office Capital Project into the CIP
 - Total planned cost for FY17-23, including inflation, was \$18.4M
- **August 14, 2017:** CIP Committee is informed the Headquarters Operations (Maintenance) Office Capital Project is on-hold pending the outcome of the Employee Workspace Study



A systematic approach to ensure all factors are considered in its assessment, with a special emphasis on the impact to

- Employee productivity
- Safety
- Engagement
- Environmental sustainability



EWS Stakeholder Engagement + Outreach



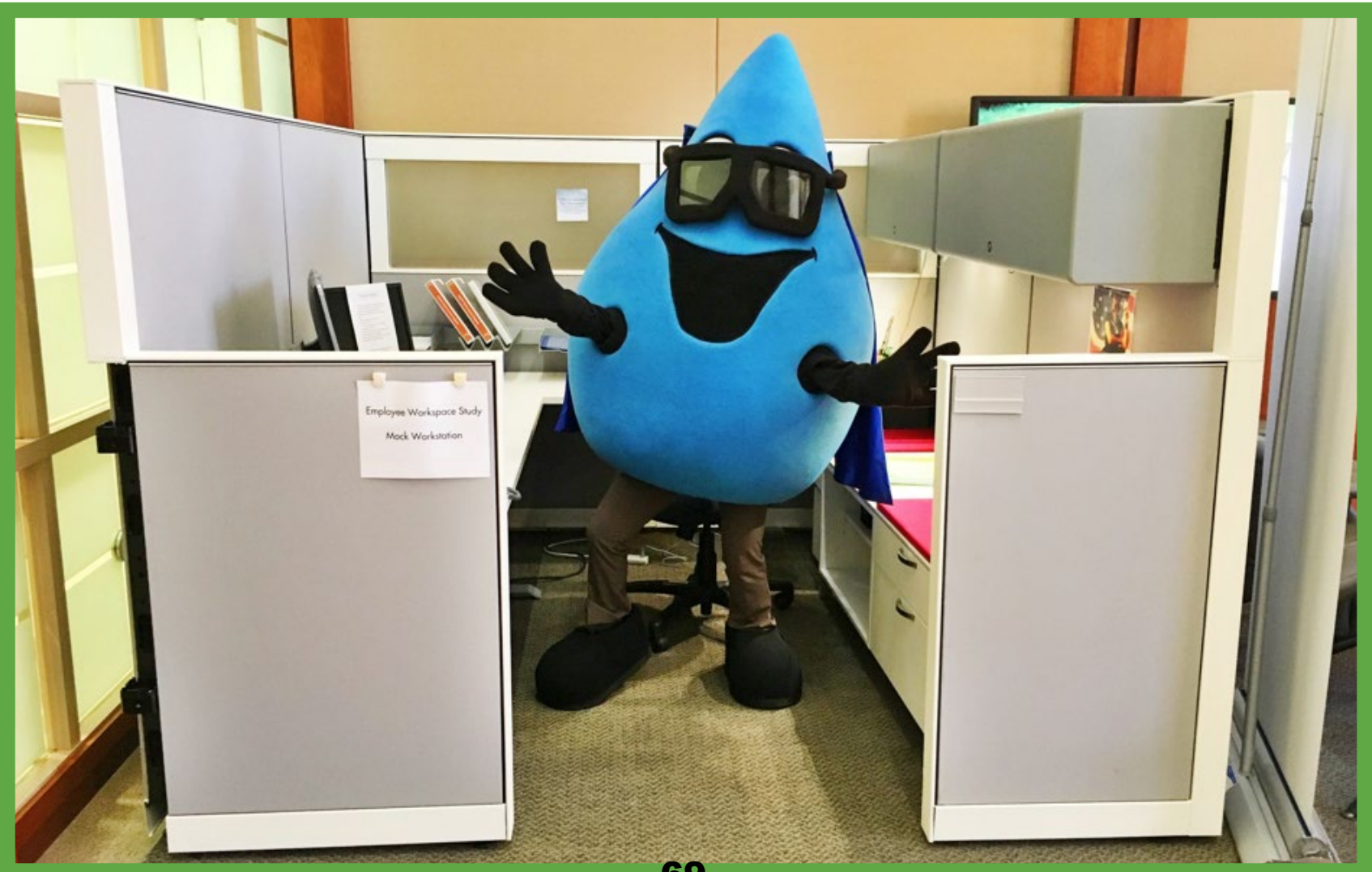
	Engagement/Outreach	Date
1	Management and Staff Interviews	November 2016 – December 2016
2	Employee Workspace Steering Committee	September 2016 – May 2018
3	All Employee Information and Input Sessions	February 2017, September – October 2017
4	All Employee Surveys	September 2017 – October 2017
5	Headquarters Mock Cubicle Display	December 2017 – June 2018
6	Internal Project Webpage	2018 – On-going

EWS Steering Committee Recommendations



1. Optimize workstation space standards
2. Standardize conference room size, configurations, and technology
3. Guide Valley Water towards mobility
4. Reduce dependency on paper documents, store records offsite, and develop systems and processes to digitize records
5. Adopt a facility-focused Sustainability Policy

EWS Mock Cubicle



Next Steps

1. **FY20-24 CIP:** Approve only the Planning Phase of the Project to be included into the 5-Year FY20-24 CIP
 - Capital Project Benefits: Capital Project Team to conduct an alternatives analysis to find the best solution to Valley Water's workspace needs
2. **Campus-wide Condition Assessment:** FY19 Campus-wide building condition assessments will be conducted to forecast future maintenance or repair requirements for:
 - Heating
 - Ventilation
 - Air conditioning
 - Electrical and plumbing
 - ADA
3. **FY20-21 Planning Study Report (PSR):** Complete a PSR to further inform the Board on the future estimated costs related to the design and construction of the Project
 - Estimated Planning Phase Cost: Approximately \$700,000
4. **FY21 Board Action:** After completion of the PSR, staff will present the rationale to move forward with the Project's design and construction phases



- **Financial Impact:** \$210,000
 - Agreement Funding for a new Amendment No. 3 was budgeted into the project during the FY18-19 budget cycled under Project No. 60204016 Fund 11
- **Building Condition Assessments:**
 - Overall architectural evaluation, key building elements and features, code and ADA compliance, and fire and life safety issues
 - Building envelope conditions, including exterior walls, roof conditions, patio, and other appurtenances
 - Elevator condition assessment
 - Mechanical, Plumbing, Electrical, and Fire Protection Systems assessment
 - Structural evaluation, including seismic and overall condition

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File No.: 19-0226

Agenda Date: 3/11/2019

Item No.: 4.4.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Capital Project Monitoring - Planning and Feasibility.

RECOMMENDATION:

Receive information, discuss planning and feasibility resources needs, and make recommendations, as necessary.

SUMMARY:

The CIP Committee's 2018 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: planning/feasibility; design; and construction. Staff will present projects to the CIP Committee for review one phase at a time. Projects currently in the planning/feasibility phase are being presented this month.

Attachment 1 is a list of projects in the Planning/Feasibility 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: Capital Project Monitoring Report

UNCLASSIFIED MANAGER:

Katherine Oven, 408-630-3126
Christopher Hakes, 408-630-3796
Ngoc Nguyen, 408-630-2632
Michael Cook, 408-630-2347

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Capital Project Monitoring Report - March 2019

Planning Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues
<u>Water Utility</u>			
1	91234002	Coyote Pumping Plant ASD	Planning consultant agreement for the Board approval - March 2019 (Design-Build project delivery).
2	91084019	Dam Seismic Stability Evaluation	Lenihan and Stevens Creek Dams consultant agreement for safety evaluations will be presented for Board approval in March, 2019; Seismic stability evaluations for Coyote, Chesbro and Uvas Dams on track for completion by December 2020.
3	92C40357	FAHCE Implementation	Draft EIR anticipated to be released in spring 2019.
4	60954001	Pacheco Reservoir Expansion Project	Planning/Design and Program Management Agreements approved by Board in November 2018.
5	92374005	SCADA Remote Architecture & Communications Upgrade	Planning Study Report January 2019; design consultant agreement anticipated by December 2019.
6	92264001	Vasona Pumping Plant Upgrades	Planning consultant agreement for Board approval - April 2019 (Design-Build project delivery).
7	26764001	IRP2 Additional Line Valves	Prepare Condition Assessment Reports - June 2019.
8	91304001	Expedited Purified Water Program - P3	On hold pending outcomes of agreements with potential partner agencies and completion of Countywide Water Reuse Master Plan - July 2019.
<u>Flood Protection</u>			
9	10284007	San Francisquito Creek, SF Bay to Searsville Dam	USACE Draft Feasibility Report and NEPA by July 2019; JPA Draft EIR by March 2019.
10	26204001	Los Gatos Creek Restoration & Flood Protection	Planning Study report to be completed by the end of FY20; Design expected to be completed by the end of FY21.
11	26174043	Coyote Creek, Montague Expressway to Tully Road	Draft Problem Definition Report completed in June 2018; final PDR and alternatives analysis underway currently; Planning Study Report to be completed by January 2020. Sec 1126 MOA with USACE - May 2018, USACE Feasibility Study to be completed June 2021; Full construction to meet Board revised project objectives with remaining SCW funding depends on estimated costs and options that will be developed through the planning study.
12	40324003s	Upper Penitencia Ck, Coyote Ck-Dorel Drive	Planning Study to be complete by July 2019; USACE does not support multi-objective project; construction extent and options are unknown until completion of planning.
13	00044026s	San Francisco Bay Shoreline	USACE received \$500 K in FY 2019 to conduct next study phase; coordinating with SBSPRP on EIA 4, 5, 10 effort.
<u>Water Resources Stewardship</u>			
14	20444001s	Salt Ponds A5-11 Restoration	Feasibility study on the realignment of Calabazas and San Tomas Creeks by 10/19. Final report to be presented to the Board for study direction by the end of 2019.
15	62044001	Stevens Creek Fish Passage Barrier Analysis	Final report for Passage Barrier Analysis expected in September 2019.
16	62044003	Ogier Ponds Planning Study	MOA with landowner (Santa Clara County) anticipated by June 2019; Planning Study Report expected by June 2021.
17	62044001	Metcalf Pond Feasibility Study	Feasibility Study Report expected by December 2020.
<u>Buildings & IT</u>			
18	60274062	ERP System Implementation	District staff has completed the RFP process, and are currently in the final stages of negotiations with a vendor to implement a new ERP system.
19	73274001	Information Technology Disaster Recovery	Two RFPs - one for business networks, one for SCADA - currently in procurement process; consultant agreements for this work are expected to be enacted by June 2019.

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File No.: 19-0227

Agenda Date: 3/11/2019

Item No.: 4.5.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Capital Consultant Agreements and Amendments.

RECOMMENDATION:

Receive information on upcoming consultant agreements and/or amendments that staff will be recommending for Board approval and provide direction as needed.

SUMMARY:

At the March 28, 2017 meeting, the Board of Directors approved revising the CIP Committee's purpose to include monitoring implementation progress of key projects in the CIP. Consistent with this, the Committee has requested that staff provide regular updates on new consultant agreements and planned amendments to existing consultant agreements.

Staff anticipates recommending Board approval of three consultant agreements and amendments or budget adjustments within the next few months. A brief description of these upcoming Board items are as follows:

- 1. Permanente Creek Flood Protection Project Rancho San Antonio Detention Project No. 26244001.** Staff recommends Board approval of a time extension, additional funding, and expansion of scope for the construction management consultant agreement 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 Agreement A3932A with Harris and Associates to perform Construction Administration, Management and Inspection services for a Not-to-Exceed fee of \$1,270,410. On February 27, 2018, the Board approved Amendment No. 1 to said agreement to provide additional construction management services and archaeological support, increase the Not-to-Exceed (NTE) fee by \$882,952 and extend the agreement term by one year.

Due to unforeseen circumstances, including the discovery of archaeological findings during excavation and the necessity to relocate PG&E gas lines, staff is recommending the agreement term be extended by an additional year to March 31, 2020.

Due to delays and additional necessary work, staff is also recommending adjustments to the

consultant's scope to account for increased level of effort, including extra inspection work on overtime due to an accelerated Project Schedule; management of additional submittals and Requests for Information; evaluation of potential additional change orders; coordination of Notice of Potential Claims; and additional archaeological support. Staff is recommending an additional \$350,000 for Agreement A3932A for the expanded services required for the Rancho San Antonio Detention Project.

- 2. Permanente Creek Flood Protection Project McKelvey Park Detention, Project No. 26244001.** Staff recommends Board approval of additional funding and change of scope for the McKelvey Park Detention Project, which is part of the larger Permanente Creek Flood Protection Project.

On January 26, 2016, the Board of Directors approved Agreement A3933A with Harris and Associates to perform Construction Administration, Management and Inspection services for a Not-to-Exceed fee of \$2,769,851. On February 27, 2018, the Board approved Amendment No. 1 to said agreement to provide additional construction management services and archaeological support, increase the Not-to-Exceed (NTE) fee by \$533,170, and extend the agreement term to February 29, 2020.

Due to unforeseen circumstances, including the relocation of PG&E electrical overhead wires, additional City of Mountain View building permit requirements and tight dimensions at the Project site, staff is recommending expanding the consultant's scope to allow for additional construction administration and specialty inspection services. Staff recommends \$350,000 be added to Agreement A3933A to fund the expanded services.

- 3. Upper Llagas Creek Flood Protection Project No. 26174052.** Staff recommends Board approval of an agreement for construction management services during construction of Phase 2 of the Upper Llagas Creek Flood Protection Project for an estimated not-to-exceed fee of \$9.3 million. The agreement, which is currently in negotiations with a prospective consultant, will include construction administration, construction inspections, partnering and dispute management for Phase 2 construction of this Project.

Phase 2 of the Upper Llagas Creek Flood Protection Project consists of construction of an underground bypass tunnel, bypass concrete culverts, creek modifications/excavation by widening and deepening, installation of culverts, construction of an inlet weir split flow structure, bridge underpinning work, installation of instream complexities, removal of plantings and non-native plantings, revegetation, utility relocations, outfall modifications, aggregate base maintenance roads, access ramps, traffic controls/detours, fencing, and community outreach coordination. The construction cost estimate of Phase 2 is \$82 million.

The Upper Llagas Creek Flood Protection Project is located in southern Santa Clara County, encompassing portions of the communities of Morgan Hill, Gilroy, and unincorporated areas of Santa Clara County, including San Martin. Llagas Creek is one of the tributaries of the Pajaro River and drains a 104-square-mile watershed within Santa Clara County. It will provide a 100-

year flood protection to urban areas of Morgan Hill, as well as an approximate ten-year level of flood protection and no induced flooding to the agricultural areas of Gilroy and Morgan Hill. The Project is approximately 13.9 miles long and will provide flood protection for 1,100 homes, 500 businesses, and over 1,300 acres of agricultural land in southern Santa Clara County.

ATTACHMENTS:

None.

UNCLASSIFIED MANAGER:

Ngoc Nguyen, 408-630-2632

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File No.: 19-0229

Agenda Date: 3/11/2019
Item No.: 4.6.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

2019 Capital Improvement Committee Work Plan.

RECOMMENDATION:

Review the 2019 Capital Improvement Program Committee Work Plan and make revisions 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.

The 2019 Capital Improvement Program Committee Work Plan is contained in Attachment 1. Information in this Plan document was provided by staff as follows:

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.

ATTACHMENTS:

Attachment 1: 2019 CIP Committee Work Plan

UNCLASSIFIED MANAGER:

Michele King, 408-2630-2711

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CIP Committee 2019 Workplan

	<u>Jan 3</u>	<u>Jan 14</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
CIP Implementation													
Public Private Partnership (P3) Delivery for projects													
Safe, Clean Water Projects Implementation				X	X								
Presentation on Design-Build		X											
Project Labor Agreement			X	X	X	X							
Construction Management Resource Needs			X										
Calero Dam Seismic Upgrade and Water Reliability Analysis	X			X									
Anderson Dam Improvements Update	X	X											
Employee Workspace Study				X									
Capital Project Monitoring													
Construction		X			X			X			X		
Design			X			X			X			X	
Planning/Feasibility	X			X			X			X			X
Upcoming Consultant Agreements and Amendments	X	X		X									
CIP Development													
Project Ranking Criteria								X	X		X	X	X
Preliminary CIP	X											X	X

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