



Santa Clara Valley Water District Capital Improvement Program Committee Meeting

Teleconference Zoom Meeting

RESCHEDULED REGULAR MTG (HOLIDAY 10/12/19) AGENDA

Monday, October 19, 2020
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.

Jessica Collins
Committee Liaison

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

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

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

Monday, October 19, 2020

10:00 AM

Teleconference Zoom Meeting

IMPORTANT NOTICES

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

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

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

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

JOIN ZOOM MEETING

<https://valleywater.zoom.us/j/95508666563>

Meeting ID: 955 0866 6563

One tap mobile: +16699009128,,95508666563# US (San Jose)

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

1. CALL TO ORDER:

1.1. Roll Call.

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

Notice to the public: 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 September 14, 2020 Meeting Minutes. [20-0085](#)

Recommendation: Approve the minutes.

Manager: Michele King, 408-630-2711

Attachments: [CIP Minutes 091420](#)

Est. Staff Time: 5 Minutes

4. ACTION ITEMS:

4.1. Capital Project Monitoring - Design. [20-0897](#)

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

Manager: Rechelle Blank, 408-630-2615
Christopher Hakes, 408-630-3796
Heath McMahan, 408-630-3126

Attachments: [Attachment 1: Capital Project Monitoring Design](#)

Est. Staff Time: 10 Minutes

4.2. Review Capital Project Delivery Process.

[20-0741](#)

- Recommendation:
- A. Review and discuss the addition of the following Board engagement points into the Capital Project Delivery Process for capital projects with unusually complex fiscal, jurisdictional, environmental, or community considerations:
 - i. During the Planning/Feasibility Phase, after identification of the Feasible Alternatives, but before selection of the Recommended Alternative, bring forward a presentation to the Capital Improvement Program (CIP) Committee regarding the Feasible Alternatives and staff's initially proposed Recommended Alternative and, if recommended by the CIP Committee, present to the Board for feedback in order to inform the selection of the Recommended Alternative; and
 - ii. For the projects for which the Board provided feedback regarding the Recommended Alternative, should changes to the project occur during the Planning and initial Design Phases that result in a significant deviation from the Recommended Alternative, staff will return to both the CIP Committee and the Board to provide information and receive feedback, as necessary, prior to the public review of the California Environmental Quality Act (CEQA) document.
 - B. Recommend presenting these additional Board engagement/approval points to the Board for consideration, or provide alternative recommendations and feedback, as necessary.

Manager: Tina Yoke, 408-630-2385
Sue Tippets, 408-630-2253
Aaron Baker, 408-630-2135

Attachments: [Attachment 1: Capital Project Delivery Process](#)
[Attachment 2: Recommended Additional Board Engagement Poin](#)

Est. Staff Time: 10 Minutes

- 4.3. Overview of the Annual Capital Improvement Program Process and Integrated Financial Planning Schedule for Capital Projects, and Review of the Fiscal Year 2021-22 (FY22) Currently Unfunded Projects. [20-0914](#)

Recommendation: A. Receive overview of the Annual Capital Improvement Program Process and Integrated Financial Planning Schedule; and

B. Review list of Currently Unfunded Capital Projects.

Manager: Rechelle Blank, 408-630-2615
Heath McMahon, 408-630-3126

Attachments: [Attachment 1: Annual CIP Process PowerPoint](#)

Est. Staff Time: 10 Minutes

- 4.4. Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects. [20-0877](#)

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

Manager: Lisa Bankosh, 408-630-2618

Est. Staff Time: 10 Minutes

- 4.5. Review 2020 Capital Improvement Committee Work Plan. [20-0095](#)

Recommendation: Review the 2020 Capital Improvement Program Committee Work Plan, and make adjustments as necessary.

Manager: Michele King, 408-2630-2711

Attachments: [2020 CIP Committee Workplan 100820](#)

Est. Staff Time: 5 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 November 9, 2020, in the Santa Clara Valley Water District, Board Conference Room A-124, 5700 Almaden Expressway, San Jose, California.



Santa Clara Valley Water District

File No.: 20-0085

Agenda Date: 10/19/2020

Item No.: 3.1.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Approval of September 14, 2020 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: 091420 CIP Committee Minutes

UNCLASSIFIED MANAGER:

Michele King, 408-630-2711

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CAPITAL IMPROVEMENT PROGRAM COMMITTEE MEETING

MINUTES

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

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER/ROLL CALL

A regular meeting of the Santa Clara Valley Water District (Valley Water) Capital Improvement Program Committee (Committee) was called to order in the Valley Water Headquarters – Conference Room A-124, 5700 Almaden Expressway, San Jose, California at 10:00 a.m.

1.1 Roll Call.

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

Director Estremera arrived as noted below.

Staff members in attendance were Michele King, Clerk, Board of Directors, J. Aranda, L. Bankosh, R. Blank, L. Bolger, J. Collins, M. Cook, N. Dominguez, R. Fuller, F. Ganjoo, R. Gibson, C. Hakes, J. Martin, H. McMahon, D. Montenegro, L. Orta, J. Reed, and N. Santos.

Chair Hsueh moved the Agenda to Item 3.

3. APPROVAL OF MINUTES.

Recommendation: Approve the minutes.

The Committee considered the attached minutes of the August 10, 2020 meeting. It was moved by Director LeZotte, seconded by Chairperson Hsueh, and carried that the minutes be approved as presented. Director Estremera was absent.

Chair Hsueh returned the agenda to Item 2.

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

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

4. ACTION ITEMS

4.1. Capital Project Monitoring - Construction.

Recommendation: Receive and discuss information regarding the status of capital projects in the construction phase.

Chair Hsueh reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1 were presented by staff as follows: Mr. Heath McMahon, Deputy Operating Officer reviewed Items 1 through 10, Ms. Rechelle Blank, Deputy Operating Officer, reviewed Items 11 – 18, Mr. Mike Cook, Deputy Operating Officer, reviewed Items 19 and 20.

Director Estremera arrived during presentation of Item 4.1

The Committee noted the information without formal action.

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

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

Ms. Blank, Mr. Chris Hakes, Deputy Operating Officer, and Ms. Jessica Collins, Watersheds Business Planning and Analysis Manager, reviewed the information on this item per the attached Committee Agenda Memo as follows: Ms. Blank reviewed Items 1 and 2, Mr. Hakes reviewed Items 3 through 5, and Ms. Collins reviewed Item 6.

The Committee noted the information without formal action.

4.3. Contracts Compliance: New Approval Process for Consultant Agreement Amendments for Capital Projects.

Recommendation: Receive a status update as it relates to the Contracts Compliance Process, including the new approval process for consultant agreement amendments, and provide feedback as necessary.

Ms. Rosalyn Fuller, Deputy Administrative Officer, reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

The Committee requested staff do more fine tuning of the consultant agreement amendment approval process with regard to the design and planning stages to address contract compliance concerns, process monitoring checkpoints, redundancies, and the quality of consultant's work, and bring the item back to the Committee for further discussion.

- 4.4. Information on the Calabazas and San Tomas Aquino Creek Realignment Project, a Part of Salt Ponds A5-11 Restoration (Project Number 20444001), and the Availability of Grant Funds from the San Francisco Bay Restoration Authority (Measure AA) and from the Ocean Protection Council (Proposition 68).

Recommendation: Receive information on the Calabazas and San Tomas Aquino (STA) Creek Realignment Project, a part of Salt Ponds A5-11 Restoration (Project Number 20444001) and the availability of Measure AA and Proposition 68 grant funds for planning, permitting, design, data collection and analysis, California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA) documentation; and provide feedback, as necessary.

Mr. Michael Haggarty, Program Administrator, and Ms. Judy Nam, Senior Water Resources Specialist, reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

Staff to bring the Calabazas and San Tomas Aquino (STA) Creek Realignment Project Feasibility Study to the Committee at a future meeting and receive feedback as necessary.

- 4.5. Review 2020 Capital Improvement Committee Work Plan.

Recommendation: Review the 2020 Capital Improvement Program Committee Work Plan, and make adjustments as necessary.

Chair Hsueh reviewed the information on this item, per the attached Committee Agenda Memo, and corresponding presentation materials contained in Attachment 1.

The Committee noted the following items to be included in the October 22, 2020, CIP Committee agenda:

- Project Delivery Process
- Significant Project Plan Updates
- Capital Project Monitoring - Design

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

Ms. Natalie Dominguez, Assistant Deputy Clerk II, confirmed there were no new Committee Recommendations and Requests for Board consideration.

The following direction to staff was recorded:

Item 4.3:

The Committee requested staff do more fine tuning of the consultant agreement amendment approval process with regard to the design and planning stages to address contract compliance concerns, process monitoring checkpoints, redundancies, and the quality of consultant's work, and bring the item back to the Committee for further discussion.

Item 4.4:

Staff to bring the Salt Ponds A5-11 Restoration Project (Project Number 20444001) feasibility study, which will include the Calabazas and San Tomas Aquino (STA) Creek Realignment, to the Committee at a future meeting and receive feedback as necessary.

7. ADJOURN

Chairperson Hsueh adjourned the meeting at 11:45 a.m., to the next scheduled meeting at 10:00 a.m., on Monday, November 19, 2020, via Zoom video teleconference.

Natalie F. Dominguez, CMC
Assistant Deputy Clerk II

Approved:



Santa Clara Valley Water District

File No.: 20-0897

Agenda Date: 10/19/2020

Item No.: 4.1.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Capital Project Monitoring - Design.

RECOMMENDATION:

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

SUMMARY:

The 2020 Workplan for the Board Capital Improvement Program Committee (Committee) includes monitoring of capital projects during all phases of development. Staff will present a list of active projects at each Committee meeting and provide detailed information on those where potential and/or significant issues have been identified. The projects presented for discussion will be organized by phases: planning/feasibility; design; and construction. Staff will present projects to the Committee for review one phase at a time. Projects currently in the design phase are being presented at this Committee meeting.

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

ATTACHMENTS:

Attachment 1: Capital Project Monitoring - Design

UNCLASSIFIED MANAGER:

Rechelle Blank, 408-630-2615

Christopher Hakes, 408-630-3796

Heath McMahon, 408-630-3126

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Capital Project Monitoring Report - October 2020

Design Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues	Planned CM Services		
				Internal	External	Combination
<u>Water Supply</u>						
1	91864005	Anderson Dam Seismic Retrofit	<p>In February 2020, FERC ordered Valley Water to implement risk reduction measures to protect the public from the risk of Anderson Dam failure due to seismic activity, and develop and implement necessary avoidance, minimization and mitigation measures. Valley Water created the Anderson Dam Federal Energy Regulatory Commission Order Compliance project (FOCP). The construction improvements necessary to complete the FOCP broad categories of proposed interim risks measures have been grouped into five construction sub projects as follows: Anderson Dam Tunnel, Reservoir & Creek Modifications, Coyote Percolation Dam Replacement, FOCP Cross Valley Pipeline Extension, Coyote Creek Flood Management Measures; and Coyote Creek Stream Augmentation Fish Protection Measure. All projects are progressing in design.</p> <p>100 % designs for the Anderson Dam Tunnel project are complete and currently under regulatory review. The expected NTP for construction is in February 2021. The other FOCP projects will also be designed and constructed over the next three to four years.</p> <p>The design for the larger Anderson Dam Seismic Retrofit will continue with the 90% designs expected to be completed by June 2021.</p>			X
2	91874004	Calero Dam Seismic Retrofit - Design & Construct	Construction of the Project will commence after construction of Anderson Dam retrofit is completed in 2031. Therefore Project design phase is currently on HOLD and will be removed from future reports.			X
3	91894002	Guadalupe Dam Seismic Retrofit - Design & Construct	90% design due to be completed by December 2020.			X
4	91324002	Coyote Pumping Plant ASD Replacement	Planning Study Report was completed in August 2020. The 30% design is scheduled for November 2020. This is planned for Design/Build project delivery method.			X
5	95084002	10-Yr Pipeline Inspection & Rehabilitation Project	Santa Clara Conduit: 60% design was completed in July 2020 and 90% design is scheduled for October 2020.	X		
6	26764001	IRP2 Additional Line Valves	Snell Pipeline Valve scheduled for 90% design November 2020. East Pipeline Valve and West Pipeline Valve (Downstream of Santa Clara Distributary) scheduled for 60% design October 2020. West Pipeline Valve (between Rainbow & Mann turnouts) scheduled for 30% design October 2020.	X		
7	93294058	Rinconada WTP Residuals Remediation Project	60% design was completed in August 2020. 90% design scheduled for October 2020.	X		
8	91094009	South County Recycled Water Pipeline – Short Term Implementation Phase 1B/2A/1C/2B Project	90% design completed September 2020. Nearing completion of 100% plans/specs. \$5.2 million in grant funding.	X		
9		Water Utility Small Capital Projects	SVAWPC Storage Building design near 100% complete. Pacheco Electrical System Upgrades 90% design scheduled for November 2020. Present Engineer's Report and CEQA documents to Board early 2021.	X		

Capital Project Monitoring Report - October 2020

Design Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues	Planned CM Services		
				Internal	External	Combination
<u>Flood Protection</u>						
10	10394001	Palo Alto Flood Basin Tide Gate Structure Replacement	30% design expected by October 2020; Draft MND public review period closes on October 15, 2020.		X	
11	26284002	San Francisquito Creek - Upstream of HWY 101	Pope Chaucer design at 80%; Channel design at 90%; Final EIR was certified in October 2019.		X	
12	26074002	Sunnyvale East and West Channels	Project design complete. Permit negotiations are underway; MoA with Google underway.			
13	26154003	Guadalupe Rv-Upper, SPRR to Blossom Hill Road (R7-12)	The USACE will be re-evaluating the entire project starting in the fall/winter 2020 including the scope of work and benefit-cost-ratio. During the three year re-evaluation study, District will be discussing with USACE options to make the project more competitive for federal funding.	N/A		USACE construction
14	40334005	Lower Penitencia Ck Improvements, Berryessa to Coyote Cks.	Final design is expected in November 2020; Planning to advertise construction contract in January 2021.	X		
15	26174043	Coyote Creek, Montague Expressway to Tully Road	Project transitioned from planning phase to design phase in July 2020. Preparing RFP for design consultant for two project phases: Phase 1 FOCP Flood Management Measures required for ADTP and Phase 2 Coyote Creek Flood Management Measures resulting from 2017 flood event.			X
16	26174051 26174052	Llagas Creek–Upper	In January 2020, Valley Water Board of Directors approved splitting Phase 2 into two separate construction contracts, Phase 2A and Phase 2B. Phase 2A (Reach 8 - Tunnel and RCB construction) has been repackaged for construction advertisement, anticipated in November 2020.		X (2A)	X (2B-TBD)
17	26444001	San Francisco Bay Shoreline - EIA 11 Design & Part Construction	Reaches 1,2,& 3 design is complete. Reaches 4 & 5 design is at 30% and on hold pending discussion with the SJ-SC Regional Waste Water Facility owners. On December 5, 2019, the USACE advertised Reaches 1, 2 & 3 for construction bidding. Bids came in over the acceptable USACE threshold and had to be rejected. USACE anticipates re-advertising Reaches 1, 2 & 3 for construction in December 2020 and awarding the construction contract in Spring/Summer 2021.	N/A		USACE construction
18	62084001	Watershed Asset Rehabilitation Program (WARP)	Design underway for the following projects: Erosion repair for Calabazas Creek; concrete repair for Permanente Creek; and interim concrete repair for Piedmont Creek; construction for Piedmont and Calabazas is anticipated to start in 2021..	X		
19	40174005	Berryessa Creek Lower Penitencia to Calaveras Blvd. (Lower Calera Creek)	Final design is expected in November 2020; Planning to advertise construction contract in January 2021.	X		

Capital Project Monitoring Report - October 2020

Design Phase

Row	Project No.	Project Name	Notes, Upcoming Board Actions or potential issues	Planned CM Services		
				Internal	External	Combination
<u>Water Resources Stewardship</u>						
20	26164001	Hale Creek Enhancement Pilot Study	90% design completed; Final design expected in December 2020. Planning to advertise construction contract in early 2021.			X
21	26044002	SCW Fish Passage Improvements at Bolsa Rd	Planning to advertise construction contract in March 2021.			X
22	26044001	Almaden Lake Improvements	60% design to be completed in November 2020; Final EIR is expected to go to the Board in January 2021; Permit applications to be submitted to the resource agencies in January 2021.	X		
<u>Buildings & IT</u>						
No projects to report						

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Santa Clara Valley Water District

File No.: 20-0741

Agenda Date: 9/14/2020

Item No.: 4.2.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Review Capital Project Delivery Process.

RECOMMENDATION:

- A. Review and discuss the addition of the following Board engagement points into the Capital Project Delivery Process for capital projects with unusually complex fiscal, jurisdictional, environmental, or community considerations:
 - i. During the Planning/Feasibility Phase, after identification of the Feasible Alternatives, but before selection of the Recommended Alternative, bring forward a presentation to the Capital Improvement Program (CIP) Committee regarding the Feasible Alternatives and staff's initially proposed Recommended Alternative and, if recommended by the CIP Committee, present to the Board for feedback in order to inform the selection of the Recommended Alternative; and
 - ii. For the projects for which the Board provided feedback regarding the Recommended Alternative, should changes to the project occur during the Planning and initial Design Phases that result in a significant deviation from the Recommended Alternative, staff will return to both the CIP Committee and the Board to provide information and receive feedback, as necessary, prior to the public review of the California Environmental Quality Act (CEQA) document.
- B. Recommend presenting these additional Board engagement/approval points to the Board for consideration, or provide alternative recommendations and feedback, as necessary.

SUMMARY:

For the purposes of this discussion, staff has prepared the Capital Improvement Program (CIP) Project Delivery Process (Attachment 1), which highlights an example of the project milestones and Board engagement and/or action that may be followed for the planning/feasibility, design and construction phases for capital projects. The steps in each phase may not apply to all capital projects. For example, a public hearing to approve the Engineer's Report is required for projects funded by groundwater charges, as noted in Attachment 1, but does not otherwise occur.

This draft document was presented to the CIP Committee on February 10, 2020 for review and discussion and includes combined information regarding the planning phase project milestones and

corresponding Board engagement and approval points, as referenced in the Planning Phase Work Instructions and the Project Delivery Process Chart for Board Agenda Items.

During the February 10th presentation, the Committee asked staff to identify the types of capital projects that might warrant additional Board engagement points beyond those instances referenced in Attachment 1, along with recommendations for additional engagement. After multiple discussions between planning and design/construction staff, it was determined that capital projects which, during the course of feasibility analysis, planning, and design phases, develop unusual or unforeseen environmental or jurisdictional complexity (ie, the level to which a project's deliverables can be impacted by other entities or jurisdictions), fiscal impact, and/or or significant stakeholder engagement, may benefit from additional Board guidance. Furthermore, the need for such guidance from the full Board would be determined by the CIP Committee, upon consideration of staff analysis and recommendation.

As outlined in Attachment 1, newly proposed capital projects are presented to the Board each year as part of the Preliminary CIP approval process. Entering the first phase of the project, which comprises planning and feasible alternatives analysis, a problem definition report is presented to the Board in the form of a public outreach meeting. Conceptual alternatives and feasible alternatives are also presented to the Board and the public in a public meeting before the Board is updated on recommended alternatives, currently on an as-needed basis. A planning study report is then prepared and drafted before the project enters the design and construction phases.

While this established process allows for appropriate Board and public input for the majority of capital projects, a small number of unusually large and complex capital projects, as described above, may require additional engagement by the CIP Committee and, potentially, the full Board. Staff offer the following points of additional engagement for consideration:

- i. During the Planning/Feasibility Phase, after identification of the Feasible Alternatives, but before selection of the Recommended Alternative, staff recommends bringing forward a presentation to the Capital Improvement Program (CIP) Committee regarding the Feasible Alternatives and staff's initially proposed Recommended Alternative and, if recommended by the CIP Committee presenting to the Board for feedback in order to inform the selection of the Recommended Alternative; and
- ii. For the projects for which the Board provided feedback regarding the Recommended Alternative, should changes to the project occur during the Planning and initial Design Phases that result in a significant deviation from the Recommended Alternative, staff will return to both the CIP Committee and the Board to provide information and receive feedback, as necessary, prior to the public review of the California Environmental Quality Act (CEQA) document.

These additional Board engagement points are illustrated in draft Attachment 2 - Recommended Additional Board Engagement Points in the Capital Project Delivery Process. Staff is also requesting the CIP Committee to recommend presenting these additional Board engagement/approval points to the Board for consideration, or provide alternative recommendations and feedback, as necessary.

ATTACHMENTS:

Attachment 1: Capital Project Delivery Process

Attachment 2: Recommended Additional Board Engagement Points in the Capital Project Delivery Process

UNCLASSIFIED MANAGER:

Tina Yoke, 408-630-2385

Sue Tippets, 408-630-2253

Aaron Baker, 408-630-2135

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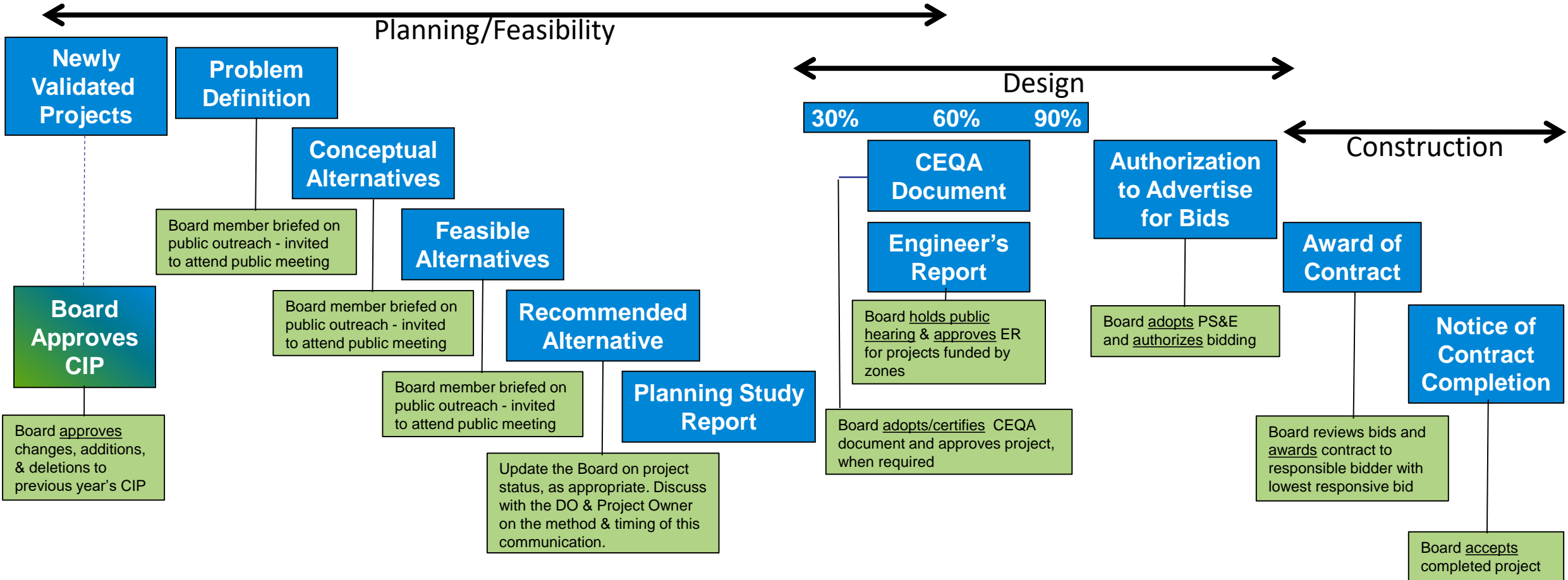
Capital Improvement Program (CIP)

Project Delivery Process*

(Board Engagement/Approval)

DRAFT – For Discussion Purposes Only

- Project Milestones
- Board Engagement and/or Action



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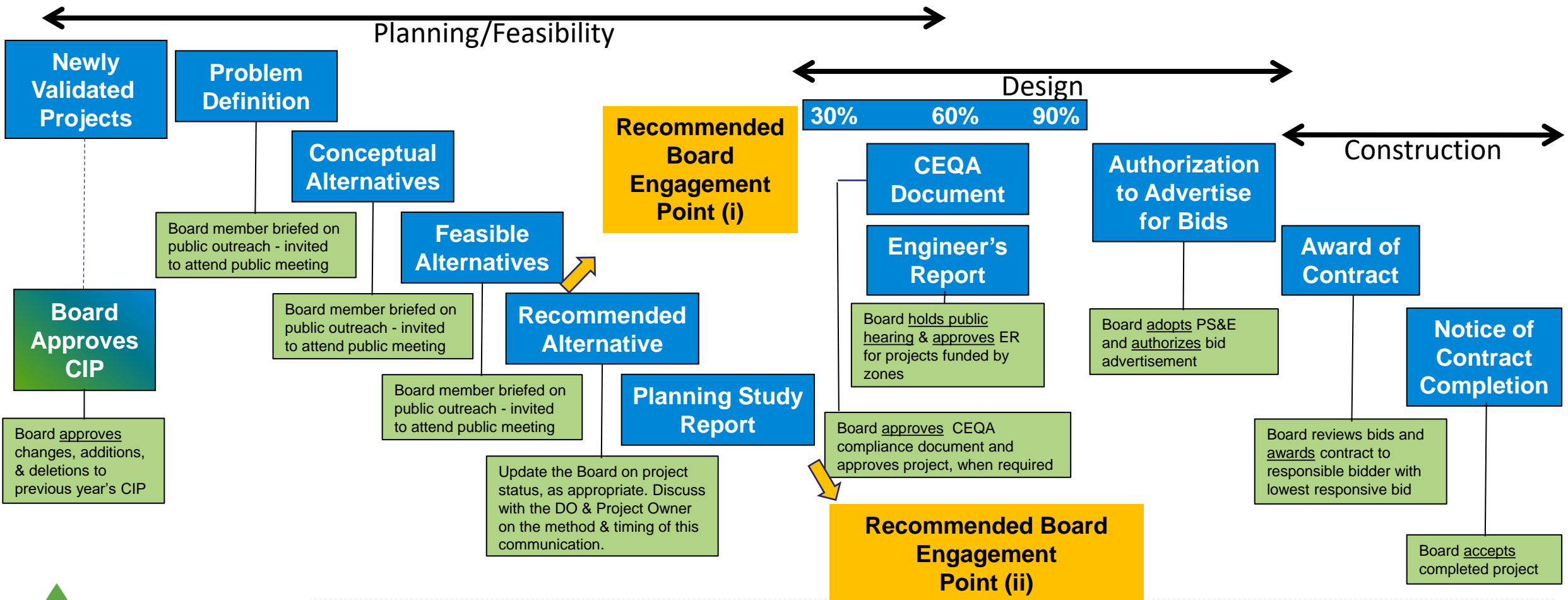
Capital Improvement Program (CIP)

Project Delivery Process*

(Board Engagement/Approval)

DRAFT – For Discussion Purposes Only

- Project Milestones
- Board Engagement and/or Action

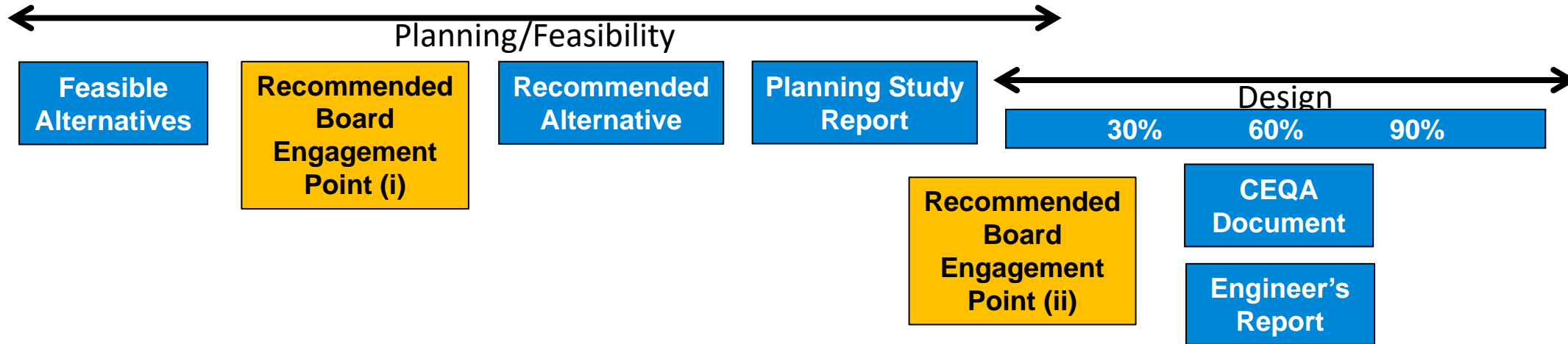


* This is an example of the Project Delivery Process that may be followed and may not apply to all capital projects.

Capital Improvement Program (CIP) Project Delivery Process*

(Board Engagement/Approval)

Additional Recommended Points for Board Engagement



For capital projects with unusually complex fiscal, jurisdictional, environmental, or community considerations:

- i. During the Planning/Feasibility Phase, after identification of the Feasible Alternatives, but before selection of the Recommended Alternative, bring forward a presentation to the Capital Improvement Program (CIP) Committee regarding the Feasible Alternatives and staff's initially proposed Recommended Alternative and, if recommended by the CIP Committee, present to the Board for feedback in order to inform the selection of the Recommended Alternative; and
- ii. For the projects for which the Board provided feedback regarding the Recommended Alternative, should changes to the project occur during the Planning and initial Design Phases that result in a significant deviation from the Recommended Alternative, staff will return to both the CIP Committee and the Board to provide information and receive feedback, as necessary, prior to the public review of the California Environmental Quality Act (CEQA) document.



Santa Clara Valley Water District

File No.: 20-0914

Agenda Date: 10/19/2020

Item No.: 4.3.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Overview of the Annual Capital Improvement Program Process and Integrated Financial Planning Schedule for Capital Projects, and Review of the Fiscal Year 2021-22 (FY22) Currently Unfunded Projects.

RECOMMENDATION:

- A. Receive overview of the Annual Capital Improvement Program Process and Integrated Financial Planning Schedule; and
- B. Review list of Currently Unfunded Capital Projects.

SUMMARY:

The annual update of the 5-year Capital Improvement Program (CIP) includes project plan updates for all existing capital projects and a Validation Process to review and evaluate potential new capital projects for inclusion in the CIP, along with review points for the CIP Committee and decision Points for the Board. A PowerPoint that shows the steps in detail, along with an integrated financial planning schedule, is included in the Annual CIP Process PowerPoint (Attachment 1).

Annual CIP Process Overview:

Each year, Valley Water staff can submit new projects for consideration for inclusion into Valley Water's 5-Year CIP. For each potential new project, staff develops a business case to compare capital, non-capital, and non-asset alternative solutions; evaluates the lifecycle costs of these solutions; and identifies a recommended solution that minimizes lifecycle cost while balancing service levels and risk.

In May through September, staff submits the business case for review by their respective Deputy Operating Officer (DOO) or Deputy Administrative Officer (DAO). If staff's respective DOO/DAO approves the project, it is submitted to the CIP coordinator. Simultaneously, project managers update their existing capital projects to reflect changes to scope, schedule, and budget, which must also be approved by the respective DOO/DAO.

Between September and October each year these newly-proposed, initially validated projects will be presented to the CIP Committee and Board, along with a list of currently unfunded projects, which have been validated during prior years, for review and comment. Staff will address the Board's feedback/comments when preparing the funding scenarios, which will include considering those unfunded projects for inclusion into the CIP.

In the fall of every year (October-November), an overview of the significant project plan updates from the prior year's adopted CIP are presented to the CIP Committee for information and feedback. During this same time, CIP and Finance staff compile the data from existing CIP project plans, collect the operational forecast information, and run the financial models.

The CIP Evaluation Team (DOOs/DAOs of the divisions initiating, delivering, implementing, and operating capital projects) meets in November of each year to review the financial models and determine which, if any, unfunded projects should be recommended for inclusion in the CIP. To ensure Valley Water's high priority business needs are met in adherence to Board policy, the CIP Evaluation team reviews the projects based upon:

- Board Priorities
- Asset's remaining lifespan
- Available funding
- Urgency of investment

Based upon the outcome of its review, the CIP Evaluation Team provides recommendations to the Chiefs and CEO regarding whether the new proposed capital projects should be included in the upcoming Preliminary 5-year CIP or remain on the unfunded list. These funding scenarios will be presented to the CIP Committee for review and feedback in November.

Each winter (December- January), CIP and Finance staff update the funding scenarios to include staff and CIP Committee recommendations, which will be presented to the full Board during a Funding Scenario Workshop in January, as deemed necessary. If a workshop is deemed necessary, the Board's direction from the workshop will be incorporated into the Preliminary CIP and presented to the Board at a subsequent meeting in January. Funding decisions will be made by the Board through its approval of the Preliminary CIP.

The full CIP Financial Planning Schedule is included in Attachment 1.

No new projects have been approved through the above referenced Validation Process for incorporation into the FY22-26 CIP.

ATTACHMENTS:

Attachment 1: PowerPoint

UNCLASSIFIED MANAGER:

Rechelle Blank, 408-630-2615

Heath McMahon, 408-630-3126

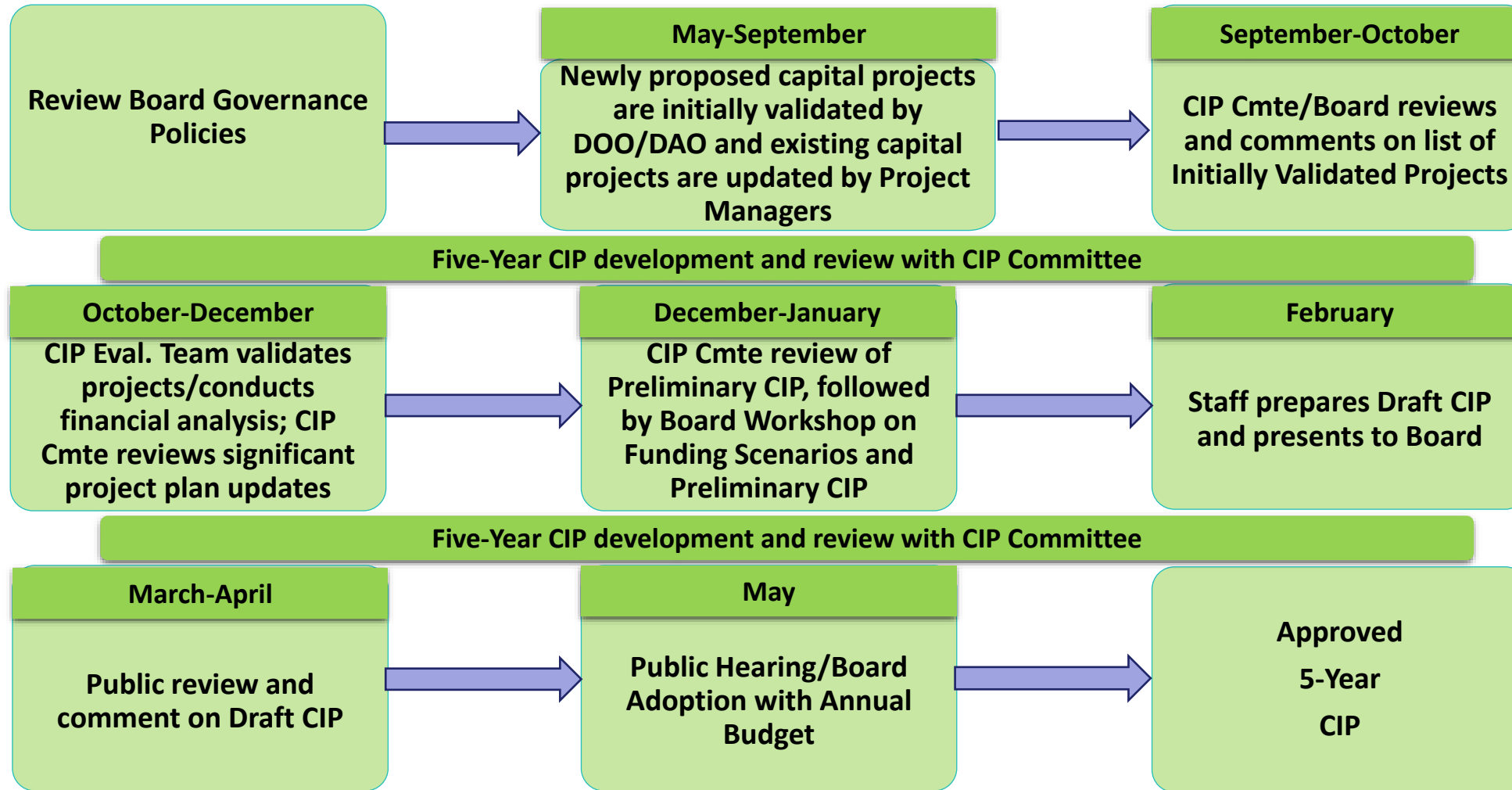


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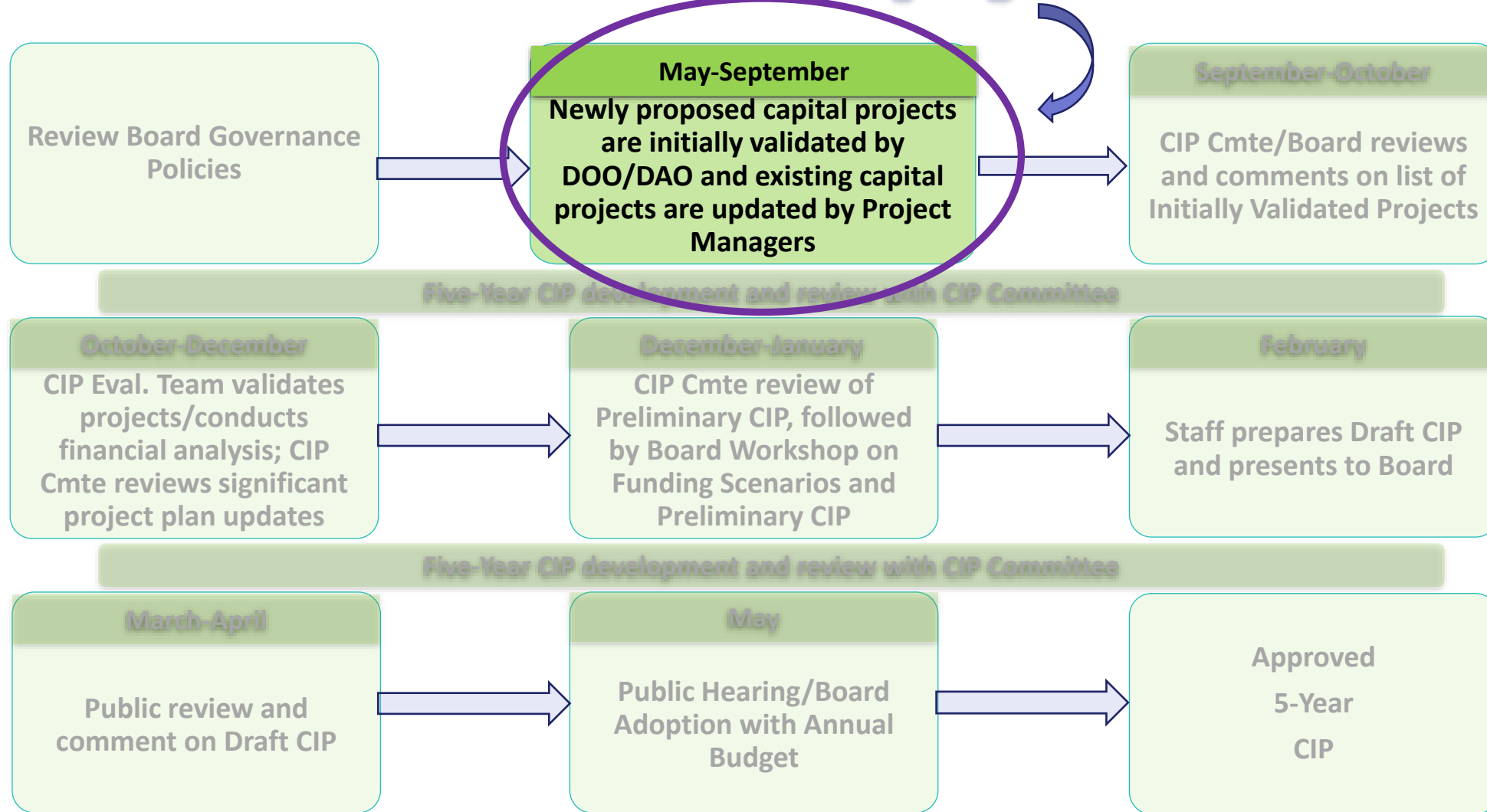
Capital Improvement Program (CIP) Annual Validation Process Overview

Annual CIP Process Overview



Annual CIP Process Overview Initial project Validation...

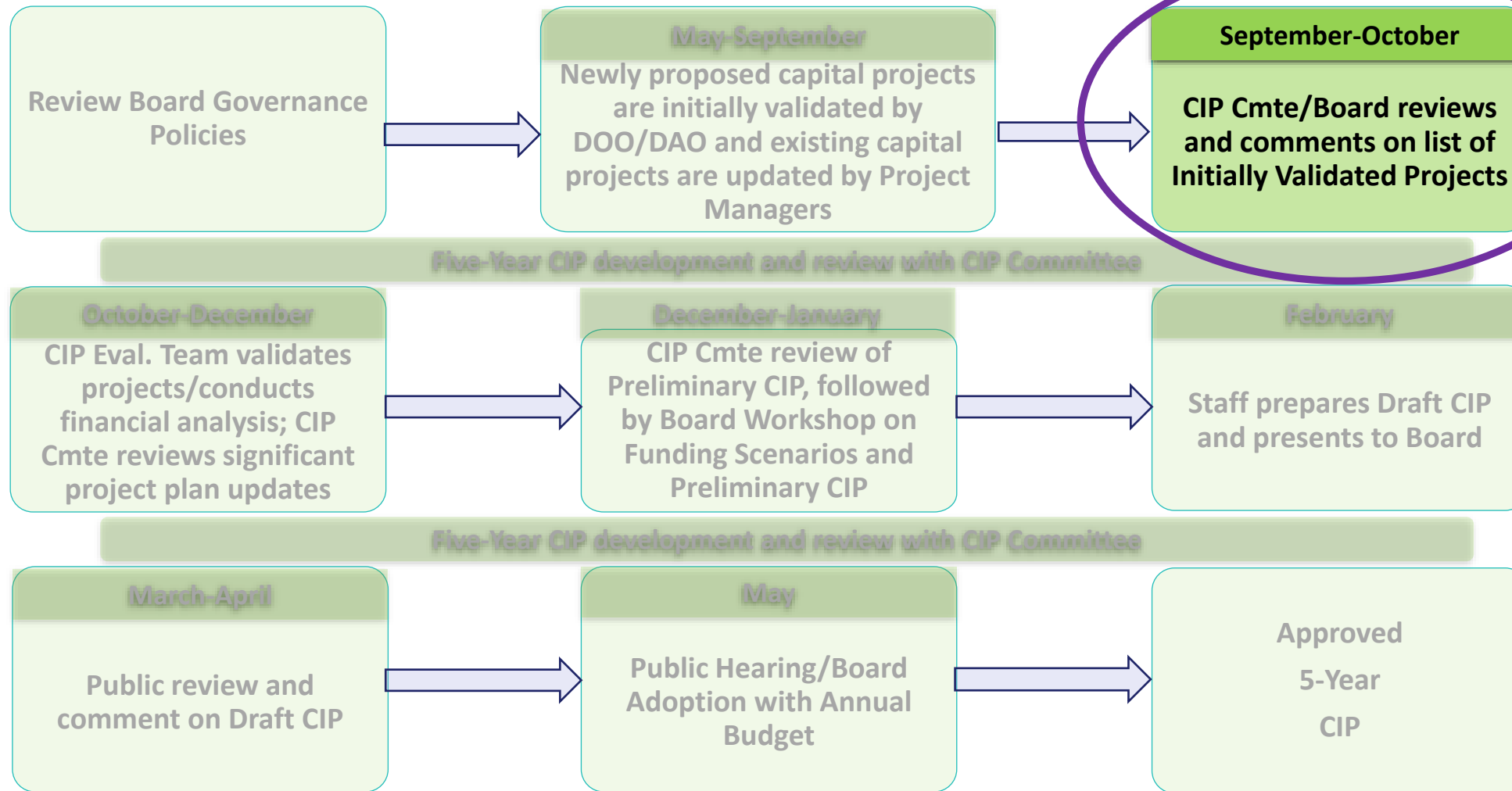
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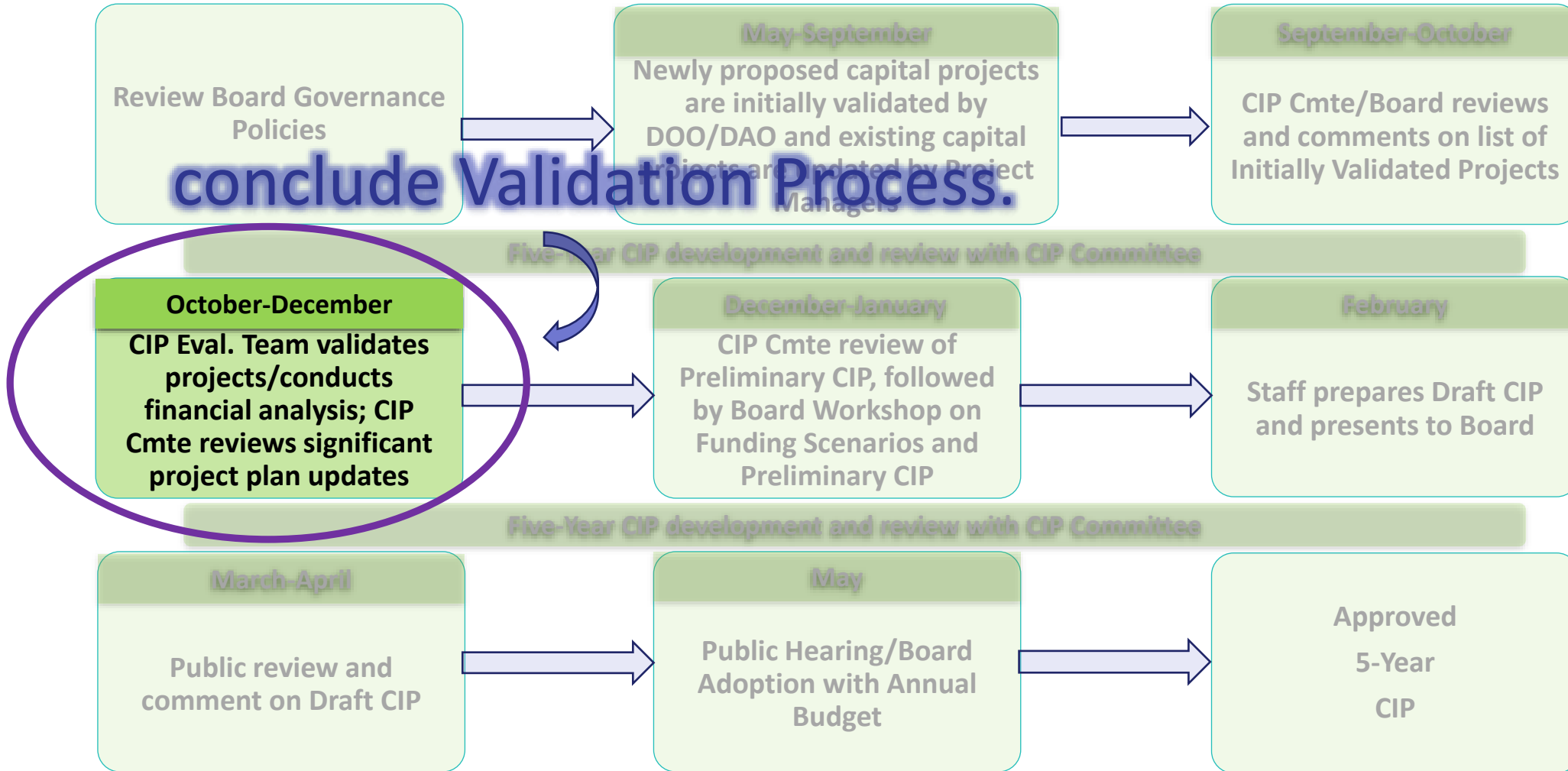
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Annual CIP Process Overview

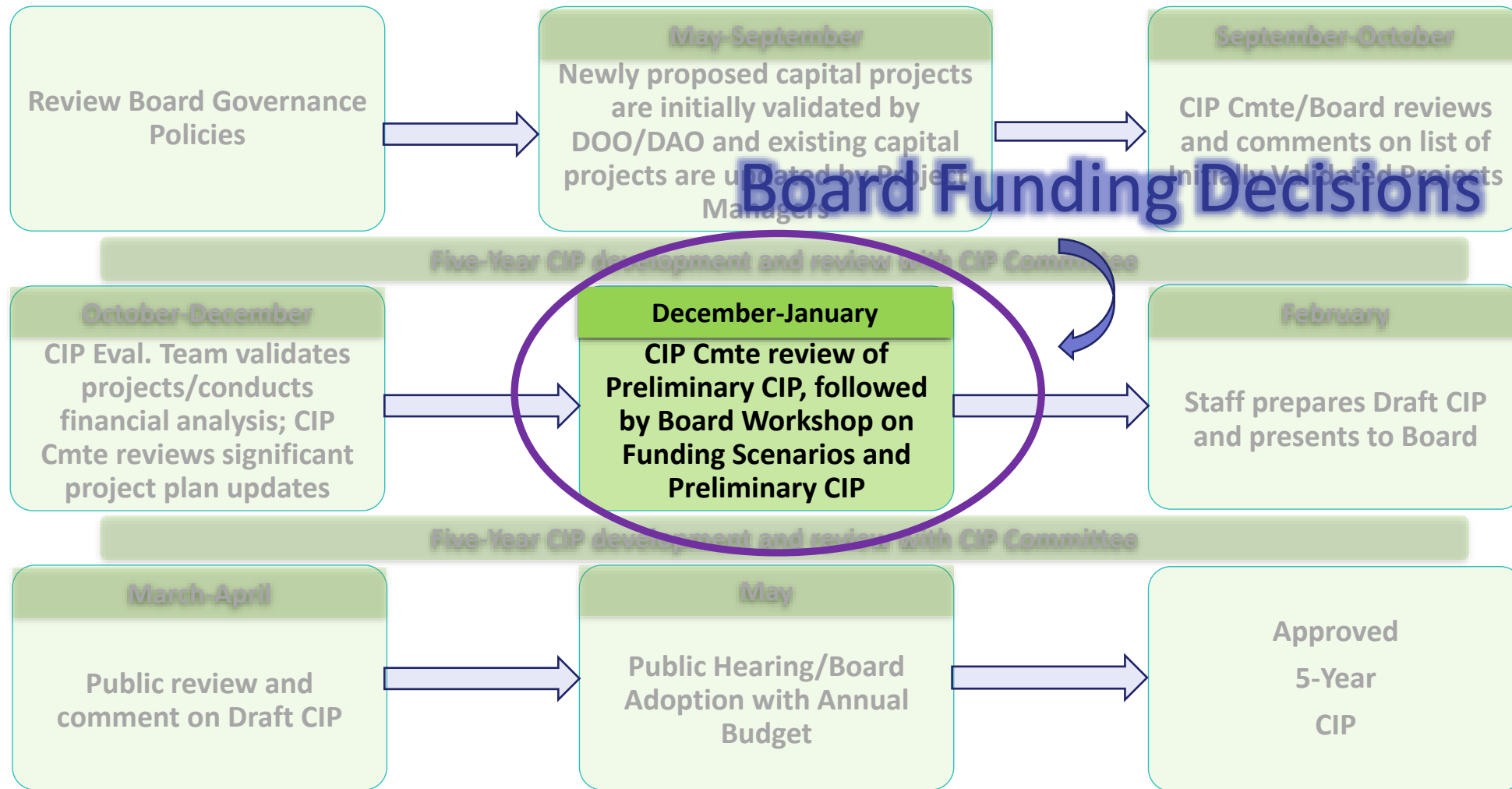
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Annual CIP Process Overview




Annual CIP Process Overview



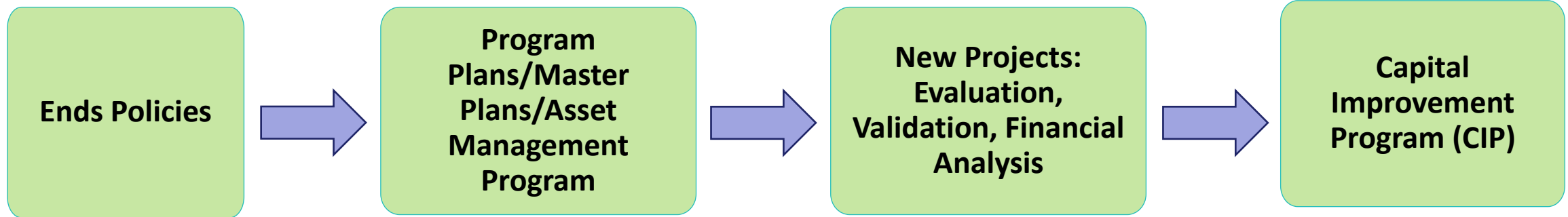
Integrated Financial Planning Schedule

Budget
Water Rates
CIP

SCW/WS O&M
All Other/Combined

Ref	CIP Cmte Date	Brd Mtg Date	Milestone
1	10/19/20		Review Capital Project Delivery Process for capital projects with unusually complex fiscal, jurisdictional, environmental, or community considerations Overview of Annual CIP Process and Integrated Financial Planning Schedule, and Review list of Newly Validated, Unfunded Capital Projects
2		10/27/20	Overview of Annual CIP Process and Integrated Financial Planning Schedule, and Review list of Newly Validated, Unfunded Capital Projects
3	11/9/10		CIP Committee Presentation on Significant Project Plan Updates
4		11/24/20	Water Rate Planning Board Discussion
5		12/8/20	Budget Process Planning Overview
6	12/14		CIP Committee Presentation: Preliminary CIP funding discussion w/ financial modeling & major changes vs FY 21 CIP and discuss need for Board Workshop prior to presentation of Prelim CIP
7		1/4-1/8/21	TENTATIVE Special Brd Mtg: Workshop on CIP Funding Scenarios based upon significant changes to prior CIP (Review scenarios and CIP Committee Recommendations)
8		1/12/21	Proposed: E. Baker to present 5-Year WS and WU O&M Plans to Brd (for information only) Watersheds prelim 10 year financial analysis BAM (show prelim WSS and SCW fund graphs and discuss funding issues) Prelim Water Rate Analysis BAM (Prelim water rate scenarios) Prelim CIP BAM (Approve Project List and Prelim CIP)
			} Combined Presentation like prior year
9		2/9/21	1st pass budget update BAM
10		2/23/21	Draft CIP BAM (Authorize to distribute for public review)
11		3/23/21	2nd pass budget update BAM
12		4/13/21	GW charge public hearings begin
13		4/13/21	CIP Public hearing begin (or this could happen on 4/27)
14		4/15/21	GW charge public hearing in South County (Gilroy)
15		4/27/21	GW charge public hearings close
16		4/28/21	Budget Workstudy session
17		5/11/21	Board adoption of Water Rates, CIP, Budget, Investment and Debt Resolutions (w/Final CIP and Budget Reports completed by 6/30/2021)
18		6/30/21	FY22 rate notifications: website and mailers (retailers and all customers)

Drivers for New Capital Projects:



FY22 Initially Validated and Currently Unfunded Projects

10

Project Name	Total Project Value (in millions)	Remaining Cost (in millions) (FY21 to Completion)	Phase
FY22 Initially Validated Projects			
N/A	N/A	N/A	N/A
Currently Unfunded Projects			
Dam Seismic Retrofit at 2 Dams (Chesbro & Uvas)	\$89,500	\$89,500	N/A
Long-Term Purified Water Program Elements	\$207,152	\$207,152	N/A
So. County Recycled Water New Storage Tank	\$7,000	\$7,000	N/A
Alamitos Diversion Dam Improvements	\$3,183	\$2,345	N/A
Coyote Diversion Dam Improvements	\$2,461	\$2,138	N/A
RWTP Ammonia Storage and Metering Facility Upgrade	\$5,851	\$5,851	N/A
Fleet and Facility Annex Improvements	\$4,719	\$4,719	N/A
Total	\$319,866	\$318,705	N/A

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Santa Clara Valley Water District

File No.: 20-0877

Agenda Date: 10/19/2020

Item No.: 4.4.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Receive Information on Upcoming Consultant Agreement Amendments for Capital Projects.

RECOMMENDATION:

Receive information on upcoming consultant agreement amendments for capital projects.

SUMMARY:

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

At this time, staff recommends the following capital project consultant agreement amendment for discussion by the Committee:

Consultant Services with AECOM Technology Services, Inc., for Planning Services for the Stevens Creek Fish Passage Analysis for the Watersheds Habitat Enhancements Project No. 62044001, (INFORMATION ONLY - L. Bankosh). Staff plans to recommend the Chief Executive Officer approve a six-month term extension to Consultant Agreement (A4125A) that will provide sufficient time for the consultant to prepare conceptual designs for remediation of high-priority fish barriers.

The Board of Directors adopted policy E-4 (Water Resources Stewardship) to protect and enhance watersheds and natural resources and to improve the quality of life in Santa Clara County. Board Ends Policy objectives include (4.1.1) Preserve creeks, bay, and ecosystems through environmental stewardship; (4.1.2), Improve watersheds, streams, and natural resources; and (4.1.3) Promote the protection of creeks, bay and other aquatic ecosystem from threats of pollution and degradation.

This consultant agreement scope supports these objectives as Stevens Creek provides habitat for a self-sustaining population of winter steelhead trout (*Oncorhynchus mykiss*) included in the Central California Coast Distinct Population Segment (DPS), which is listed as threatened under the federal Endangered Species Act.

On August 17, 2017, the Board of Directors awarded the Agreement A4125A to AECOM Technology, Inc. to assist in the preparation of a study to: 1) investigate, measure, and analyze potential fish passage barriers on Stevens Creek; and 2) quantify the river miles of passage made accessible to steelhead if each barrier is removed.

Consultant AECOM and Valley Water staff prepared a report with findings (Fish Passage Barrier Analysis Report, June 2020) including a Project setting, barrier analyses per National Marine Fisheries Service and California Department of Fish and Wildlife guidelines, and a ranking of 30 barriers. The report determined that 16 of the 30 barriers in Stevens Creek severely or moderately impede steelhead passage. Staff is currently considering additional factors to prioritize those 16 barriers for future remediation. These factors include right of way, construction access, future maintenance access, and infrastructure and utilities which could affect permitting and costs. Strategies to remediate barriers include removing or modifying in-channel structures and/or adding natural features such as boulders and vegetation to improve passage conditions. Staff will prioritize the barriers, based on these factors and strategies, and prepare a prioritization memorandum in Spring 2021.

Staff recommends extending the consultant agreement from its current expiration date of December 31, 2020 to June 30, 2021 to allow the consultant to support preparation of the prioritization memorandum and prepare conceptual designs for remediation of the highest priority sites. This work was delayed because internal review of consultant's draft report took longer than expected due to the number of internal units participating in the review and the unplanned diversion of resources to the FOCPP project. The contract includes sufficient funding in the Supplemental Services task to complete this work so no increase in the Agreement not-to-exceed limit is necessary.

Concurrent with the site prioritization work, the team will be conducting a public meeting to update the community on findings to date of the Fish Passage Barrier Analysis report, a meeting which is highly anticipated by community members. The team is working closely with Office of Communications staff to produce the virtual meeting in November 2020.

ATTACHMENTS:

None.

UNCLASSIFIED MANAGER:

Lisa Bankosh, 408-630-2618



Santa Clara Valley Water District

File No.: 20-0095

Agenda Date: 10/19/2020

Item No.: 4.5.

COMMITTEE AGENDA MEMORANDUM

Capital Improvement Program Committee

SUBJECT:

Review 2020 Capital Improvement Committee Work Plan.

RECOMMENDATION:

Review the 2020 Capital Improvement Program Committee Work Plan, and make adjustments as necessary.

SUMMARY:

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

The 2020 Capital Improvement Program Committee (CIP) 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.

The 2020 CIP Work Plan contained in Attachment 1 is presented for the Committee's review to determine topics for discussion in 2020.

All meetings have been scheduled to occur on the second Monday of each month in 2020 in accordance with the Committee's charter, with the exception of the meetings in April and May 2020, which were cancelled due to the COVID-19 Shelter-in-Place Order; the meetings in June and July 2020, which were special meetings; and the October meeting, which has been rescheduled to October 19, 2020, due to the holiday schedule.

ATTACHMENTS:

File No.: 20-0095

Agenda Date: 10/19/2020
Item No.: 4.5.

Attachment 1: 2020 CIP Committee Work Plan

UNCLASSIFIED MANAGER:
Michele King, 408-2630-2711

CIP Committee 2020 Workplan

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Capital Project Monitoring												
Construction		X							X			X
Design			X							X		
Planning/Feasibility	X							X			X	
Water Supply Infrastructure Implementation Projects								X				
Contracts Compliance Process Review									X			
Review Alternate Contracting Process for Anderson Dam Project							X					
CIP Implementation												
Review Project Delivery Process for Capital Projects		X								X		
CIP Development												
CIP Planning Process												
Review Significant Project Plan Updates										X		
Committee Review of Initially Validated Projects										X		
Annual CIP Process and Integrated Financial Planning Calendar Overview										X		
Preliminary CIP Review												X
Standing Items												
Upcoming Consultant Agreement Amendments		X						X	X	X	X	X
Workplan	X	X	X				X	X	X	X	X	X
Minutes	X	X	X					X	X	X	X	X

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