



**WEST VALLEY WATER DISTRICT  
855 W. Base Line Road Rialto, CA**

**ENGINEERING AND PLANNING COMMITTEE MEETING  
AGENDA**

**WEDNESDAY, DECEMBER 12, 2018 - 6:00 PM**

**NOTICE IS HEREBY GIVEN** that West Valley Water District has called a meeting of the Engineering and Planning Committee to meet in the Administrative Conference Room, 855 W. Base Line Road, Rialto, CA 92376.

- 1. CONVENE MEETING**
- 2. PUBLIC PARTICIPATION**

*The public may address the Board on matters within its jurisdiction. Speakers are requested to keep their comments to no more than three (3) minutes. However, the Board of Directors is prohibited by State Law to take action on items not included on the printed agenda.*

- 3. DISCUSSION ITEMS**
  - a. Consider Award of Contract for Customer Service Foyer Renovation Project to Caltec Corp.
- 4. ADJOURN**

**DECLARATION OF POSTING:**

**I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Engineering/Planning Agenda at the District Offices on December 7, 2018.**

A handwritten signature in blue ink that reads "Crystal L. Escalera". The signature is written in a cursive style and is positioned above a horizontal line.

**Crystal L. Escalera, Board Secretary**



**BOARD OF DIRECTORS  
ENGINEERING AND PLANNING COMMITTEE  
STAFF REPORT**

**DATE:** December 12, 2018  
**TO:** Engineering and Planning Committee  
**FROM:** Clarence Mansell Jr., Interim General Manager  
**SUBJECT:** CONSIDER AWARD OF CONTRACT FOR CUSTOMER SERVICE FOYER RENOVATION PROJECT TO CALTEC CORP.

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**BACKGROUND:**

The West Valley Water District (“District”) has identified a need to improve the Customer Service Foyer, and the Administration Foyer. The project goal is to make these areas inviting and comfortable for our customers and the general public with structural and aesthetic enhancements.

This item was presented to the Engineering and Planning Committee on March 15, May 23, and July 12, 2017. At the May 23rd meeting Ruhnau Clarke Architects (“Architect”) was directed by the Engineering and Planning Committee Directors to prepare an update to the Conceptual Design options for both Foyers. These options were presented to the committee on July 12th were Option 2B was selected as the preferred Customer Service Foyer layout and Options 3A and 5A for the Administration Foyer. The Engineering and Planning Committee directed District Staff to have this item considered by the full Board of Directors. This item was presented to the full Board of Directors at the Board Meeting on August 3, 2017. At the August 3rd meeting the Board of Directors selected Options 2B and 3A and authorized the General Manager to negotiate a scope of work and fee with the Architect for a final design services task order based on Board selected options. On May 29, 2018 the City of Rialto (“City”) approved the drawings for the Foyers Project prepared by the Architect.

District Staff was directed to remove the Administration Foyer from the scope of work and bidding documents. On June 25, 2018 the District Staff and Architect held a meeting to discuss separating the phasing schedule and scope of work Not-In-Contract (“NIC”). The Architect was directed to prepare an updated set of plans and specifications identifying which areas are NIC.

On July 2, 2018 a Request for Bids (“RFB”) was posted on PlanetBids for the Foyer Renovation Project. On July 30, 2018 one (1) bid was received. This item was presented to the Engineering and Planning Committee on August 8, 2018. At the August 8th, 2018 meeting District Staff was directed to re-bid the Customer Service Foyer Renovation Project (“Foyer Project”) and publically advertise in a newspaper.

**DISCUSSION:**

On September 25, 2018 a Request for Bids (“RFB”) was posted on PlanetBids for the Foyer Project to general building contractors and eight (8) construction firms. On September 28, 2018 the Bid Notice Inviting Bids for the Foyer Project was published in the San Bernardino County Sun newspaper. On October 30, 2018 four (4) bids were received. A summary of the bidders are as follows:

<b>Bidder</b>	<b>Cost</b>
CalTec Corp	\$567,000.00
Robert Clapper Construction Services, Inc.	\$686,000.00
Harik Construction, Inc.	\$737,000.00
Marjani Builders, Inc.	\$815,000.00
Hamel Contracting, Inc.	No Bid
Inland Building Construction Companies, Inc.	No Bid
Erickson-Hall Construction Co.	No Bid
Pence Construction, Inc.	No Bid
RC Construction Services, Inc.	No Bid
Regency Pacific	No Bid

Staff has reviewed the bid information and confirmed that CalTec Corp. is the lowest responsible and responsive bidder. If awarded by the Board of Directors, work is anticipated to start within 30 days.

**FISCAL IMPACT:**

The cost of the Construction of the Foyer Project as proposed by CalTec Corp. is \$567,000.00. This item was included in the Fiscal Year 2018/2019 Capital Improvement Budget under the Customer Service Foyer Renovation with a current budget of \$397,936.73. The District’s budget has funds available to transfer. A summary of the requested budget transfer is as follows:

<b>CIP FY 2018/2019 Project Name</b>	<b>Current Budget</b>	<b>Construction Cost</b>	<b>Transfer From/To</b>	<b>Remaining Budget</b>
<b>W17003 IVDA Well 2A Rehabilitation and Equipping - Design</b>	\$122,211.00	\$0.00	(\$122,211.00)	\$0.00
<b>W19005 Zone 7 PRV – New PRV on Lytle Creek Ranch Development</b>	\$120,000.00	\$0.00	(\$46,852.27)	\$73,147.73
<b>Customer Service Foyer Renovation</b>	\$397,936.73	\$567,000.00	\$169,063.27	\$0.00

**STAFF RECOMMENDATION:**

Staff is requesting direction from the Engineering and Planning Committee.

Respectfully Submitted,

Clarence C. Mansell Jr.

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Clarence Mansell Jr., Interim General Manager

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**MEETING HISTORY:**

11/14/18      Engineering and Planning Committee      REFERRED TO BOARD  
12/06/18      Board of Directors      REFERRED TO COMMITTEE