

**AGENDA**

**ENGINEERING COMMITTEE MEETING  
LEUCADIA WASTEWATER DISTRICT**

Tuesday, April 5, 2022 – 9:30 a.m.  
Via Teleconference

Pursuant to the State of California Executive Order N-29-20, and in the interest of public health, the District is temporarily taking actions to mitigate the COVID-19 pandemic by holding meetings by teleconference. The general public may not attend this meeting at the District's office due to social distancing requirements.

Members of the public attending via teleconference will be provided with an opportunity to comment on each agenda item prior to Committee discussion.

**To join this meeting via Teleconference, please dial: 1-669-900-6833**

**Meeting ID: 869 5323 6315**

**Password: 140806**

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- 1. Call to Order**
  - 2. Roll Call**
  - 3. Public Comment**
  - 4. New Business**
    - A. Adopt Resolution No. 2368 revising Leucadia Wastewater District's Standard Specifications and Procedures for Wastewater Facility Projects. (Pages 2 - 6)
    - B. Authorize the General Manager to execute an as-needed Engineering Design Services contract with Waterworks Engineers, LLC. (Pages 7 - 8)
  - 5. Information Items**
    - A. Development Projects Summary (Page 9)
    - B. Encinitas Estates Pump Station Replacement Project Update (verbal)
  - 6. Directors' Comments**
  - 7. General Manager's Comments**
  - 8. Adjournment**

**MEMORANDUM**

**DATE:** March 30, 2022  
**TO:** Engineering Committee  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** **Revision of Leucadia Water District Standard Specifications and Procedures for Wastewater Facility Projects**

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**RECOMMENDATION:**

Staff requests that the Engineering Committee recommend that the Board of Directors:

1. Adopt Resolution No. 2368 revising Leucadia Wastewater District's Standard Specifications and Procedures for Wastewater Facility Projects.
2. Discuss and take other action, as appropriate.

**DISCUSSION:**

**Tactical Goal: Services / Update LWD Standard Specifications**

The Leucadia Wastewater District (District) adopted its current Standard Specifications and Procedures for Wastewater Facility Projects (Standard Spec) in May 2019. The Standard Spec, originally issued in November 2006, has previously undergone four revisions to ensure that it is current and appropriately documents District requirements. The Standard Spec is a comprehensive document that lays out the administrative and technical procedures for private parties to connect to the District's public sewer system. It has been a valuable tool for staff and developers because it establishes the parameters for collection system procedures, planning and design. Additionally, maintaining up-to-date Design and Performance Provisions are a mandated element of the Sewer System Management Plan (SSMP) required by the Statewide Waste Discharge Requirements (WDR).

As regulations change and District procedures become more refined over time, staff believes it is prudent to periodically revise the Standard Spec. Accordingly, staff has been in the process of updating the Standard Spec over the past eight months and included its update as a Fiscal Year 2022 Tactical Goal.

The District Engineer, General Counsel, and staff have spent a considerable amount of time reviewing and revising the Standard Spec to reflect current conditions. Although the update is comprehensive, key revisions can be summarized as follows:

1. Includes the 2021 version of the "Greenbook" (Standard Specifications for Public Works Construction) as the base reference document for construction of District sewers.
2. Legal review and update of Development processing procedures and all Standard Agreements and related documents in the Appendices of the Standard Spec.
3. Update of the Standard Notes and Standard Drawings.

A summary list of the principle changes and updates to the Standard Spec is attached for your information.

District Engineer Dexter Wilson or a representative from his firm will present an overview of the revised and updated Standard Spec at the meeting. As the Greenbook was updated and republished in 2021, there has been a thorough review and update of the LWD Standard Spec. Therefore, staff is recommending that the 2022 Standard Specifications be adopted as presented.

Resolution No. 2368 is attached for your review. A copy of the Standard Spec is available upon request.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with this recommendation. All privately constructed wastewater facilities are funded by the subject private party.

dsw:PJB

Attachment

## LWD Standard Specifications, April 2022 - Changes and Updates

### Division 1 - Sewer System Procedures, Planning, and Design

#### Part 1 Preparation and Processing of Wastewater Facility Projects by Developers

- 1 Added Junior Accessory Dwelling Units to the definition and abbreviation lists.
- 2 Added Microenterprise Home Kitchen Operation to the definition and abbreviation lists.
- 3 Added a section with requirements for Private Pump Stations.

#### Part 2 Sewer System Planning Guidelines

- 1 Added FOG requirements for Microenterprise Home Kitchen Operations
- 2 Added maximum capacity requirements for Private Pump Stations.

#### Part 3 Sewer System Design

- 1 Added language about using permeable pavers in easements.
- 2 Added language to allow epoxy lining or PVC lining for new manholes. The main supplier of PVS liner has gone out of business.
- 3 Added maximum capacity requirements for Private Pump Stations.

### Division 2 - Sewer System Standard Technical Specifications (Greenbook Modifications)

#### Part 1 General Provisions

- 1 Updated section numbering and titles to match 2021 Greenbook.

#### Part 2 Construction Materials

- 1 Updated section numbering and titles to match 2021 Greenbook.

#### Part 3 Construction Methods

- 1 Updated section numbering and titles to match 2021 Greenbook.

#### Part 4 Utilities

- 1 Updated section numbering and titles to match 2021 Greenbook.

#### Part 5 System Rehabilitation

- 1 Added language to allow epoxy lining or PVC lining for new manholes. The main supplier of PVS liner has gone out of business.

#### Part 8 Landscaping and Irrigation

- 1 Updated section numbering and titles to match 2021 Greenbook.

## **Division 2 - Standard Notes and Drawings**

- GN, LN, & PN Updated notes to allow epoxy lining or PVC lining for new manholes. The main supplier of PVS liner has gone out of business.
- S-6 Set maximum difference between lid and frame diameter.
- S-7 Set maximum difference between lid and frame diameter.
- S-18 Updated to be consistent with Division 1 Part 3 depth requirements.
- S-33 Updated notes to allow epoxy lining or PVC lining for new manholes. The main supplier of PVS liner has gone out of business.

## **Appendix**

- W Updated based on 2021 Greenbook.

**RESOLUTION NO. 2368**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LEUCADIA WASTEWATER DISTRICT  
REVISING THE STANDARD SPECIFICATIONS AND PROCEDURES FOR THE  
WASTEWATER FACILITY PROJECTS**

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**WHEREAS**, the Board of Directors of the Leucadia Wastewater District (LWD) desire to provide requirements and guidelines in the form of standard specifications for the processing of wastewater facility improvement plans and for the materials and methods of construction of such facilities;

**WHEREAS**, it is in the public interest to provide standard requirements to provide the public and LWD with well defined, concise, and understandable procedures for the processing of sewer improvement projects which, upon approval and acceptance by LWD will be owned and operated by LWD on behalf of District customers;

**WHEREAS**, Leucadia Wastewater District (LWD) Resolution No. 2315, approved on May 8, 2019 adopted standard specifications for the processing of privately constructed wastewater facilities; and

**WHEREAS**, LWD has completed a review of its standard specifications and determined that updates and changes are required;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LEUCADIA WASTEWATER DISTRICT AS FOLLOWS:**

1. The Board of Directors of the Leucadia Wastewater District does hereby rescind Resolution No. 2315 and adopts in its place and stead the Standard Specifications for the Design and Construction of Privately Constructed Wastewater Facilities attached hereto as Exhibit A;

**PASSED AND ADOPTED** by the Board of Directors at a meeting of the Leucadia Wastewater District held April 20<sup>th</sup>, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Judy Hanson, President

ATTEST:

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Paul J. Bushee, Secretary/Manager  
(SEAL)

## MEMORANDUM

**Date:** March 30, 2022  
**To:** Engineering Committee  
**From:** Paul J. Bushee, General Manager   
**Subject:** Award of District As-Needed Engineering Design Services

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**RECOMMENDATION:**

Staff requests that the Engineering Committee recommend that the Board of Directors:

1. Authorize the General Manager to execute an as-needed Engineering Design Services contract with Waterworks Engineers, LLC.
2. Discuss and take other action as appropriate.

**BACKGROUND:**

To execute Capital Improvement Projects identified in the District's Asset Management Plan (AMP) and repair collection system defects that are found as a result of Field Service staff's Closed Circuit Television (CCTV) Inspection program, it is essential for the District to secure engineering design services. Although Infrastructure Engineering Corporation (IEC) currently provides these services, staff believes it is prudent to periodically undertake a Request for Proposal (RFP) process to prevent complacency and to evaluate firms that are willing to provide these services.

To select an engineering firm, Staff developed an engineering design services RFP. The typical core services to be provided by the selected firm will be:

1. Project design services, to include preliminary design review/evaluation and final design. The final design will result in the development of technical specifications and plans for bidding and constructing the project.
2. Bidding assistance, to include technical support during the bid phase, pre-bid conference attendance, preparation of bid addenda, evaluation of bids and award recommendation.
3. Office engineering services during the construction phase. This includes attending the pre-construction conference(s); providing technical interpretation of specifications and drawings; reviewing and approving shop drawings and construction submittals for technical compliance; answering inquiries, Request for Information (RFI), made by the Contractor regarding design issues; and developing as-built drawings from contractor red lined plans.

The professional services agreement is for an initial 3 year term with an option for a 2 year extension of services. These terms were selected for efficiency and to allow for continuity of service beyond the initial term should the selected consultant's performance warrant it.

**DISCUSSION:**

For the past 16 years, Infrastructure Engineering Corporation (IEC) has provided excellent design services to the District. IEC was selected as a result of three previous consecutive RFP solicitations and has provided excellent engineering service to the District. In November 2021, Staff advertised the RFP and distributed it to 23 interested engineering firms. Proposals were due on December 21, 2021. On that deadline the District received only two proposals, IEC and Dudek. This was an unexpected result and an inadequate response to the RFP. Considering and evaluating only two firms limits competition, restricts innovation and reduces alternatives. Staff suspected the reason for the limited response was due to IEC's 16 years of consecutive service to the District. Therefore, the RFP was reissued in January 2022. The reissued RFP was distributed to firms who received the initial solicitation. Proposals were due on February 15<sup>th</sup> and were submitted by the following six (6) consultants:

CONSULTANT	CONSULTANT
1. Carollo Engineers, Inc.	4. Lee & Ro, Inc.
2. Dudek	5. KWC Engineers
3. Horrocks Engineers	6. Waterworks Engineers, LLC

The proposals were evaluated by a five (5) person selection panel consisting of District Staff, District Engineer Dexter Wilson and District Construction Manager Maverick Madsen. As a result, the following two firms were short listed for interviews:

1. Lee & Ro, Inc. (Lee & Ro)
2. Waterworks Engineers, LLC (Waterworks)

The two firms were interviewed on March 16, 2022 by the selection panel. As a result of the interviews, Waterworks was evaluated to be the most qualified firm to provide the required engineering services. Subsequent reference checks substantiated the panel's selection.

Therefore, it is recommended that the as needed Engineering Design Services contract be awarded to Waterworks. This agreement does not have a specific compensation amount associated with it. Each design project will be issued using task orders to the agreement containing a negotiated compensation amount. If the compensation amount of an individual task order exceeds the thresholds established in the District's Purchasing Policy, the task order will require Board approval prior to execution.

It is important to note that IEC will continue to provide engineering services for projects that are currently in design and through project construction, or currently under construction. This is to ensure project continuity.

rym:PJB



New projects this month: 1  
 Total active projects: 18

LEUCADIA WASTEWATER DISTRICT Development Services Mar-2022			
District Location Code	Project Name	Project Description	Status
3252-0929	CASCADA VERDE	Development with Sewer Connection	Plans signed, inspection pending.
3252-0943	LEUCADIA STREETScape	Streetscape Plan Check	Phase 1 approved and under inspection. Further phases/segments in review.
3252-1006	Jason Street Storm Drain	Utility Conflict	Waiting on mylars. Project on hold pending funding.
3252-1015	Orpheus Avenue Drainage Improvements	Utility Conflict	In Review. Provided PC1 and now waiting on City of Encinitas.
3252-1032	Weston Annexation	Annexation/Subdivision with Sewer Connection	In Review. Waiting on plan submittal.
3252-1033	1528 N. Coast Highway	Development with Sewer Connection	Plans approved, inspection ongoing.
3252-1058	El Camino Real Building	Development with Sewer Connection	Plans approved. Construction start (lateral inspection) pending.
3252-1074	City of Encinitas-Morning Sun & Woodside Lane	City CIP Project	Plans signed. Construction/inspection pending.
3252-1079	City of Encinitas - Leucadia Blvd & Hygeia Roundabout	Public Street Improvement	Plans signed. Inspection pending.
3252-1108	Segovia Way Pavement Project	City CIP Project	In-review.
3252-1109	Lagasse Annexation - 395 Sunset Drive	Annexation with Public Sewer Improvement	Plans signed. Inspection complete. Waiting on reimbursement agreement.
3252-1111	Marea Village 1900 & 1950 N Coast Hwy 101	Development with Sewer Connection.	Preliminary sewer study approved. Waiting on plan submittal.
3252-1112	696 N. Coast Highway 101	Building Renovation with Existing Lateral.	Plans signed. Cleanout inspection pending.
3252-1114	1143 Eolus Avenue Public Sewer Improvement Plan	Public Sewer Improvement	In-review.
3252-1115	559 & 571 North Vulcaa	Public Sewer Improvement	In-review.
3252-1135	Woodside Development - La Costa Avenue	Development with Sewer Connection	Preliminary sewer study approved. Plans under review.
3252-1139	1967 Vulcan Avenue	Development with Sewer Connection	In-review
3252-1149	Chiptle - 242 N. El Camino Real	Tenant improvement	In-review