



# CITY OF MORRO BAY PUBLIC WORKS ADVISORY BOARD AGENDA

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*The City of Morro Bay provides essential public services and infrastructure to maintain  
a safe, clean and healthy place for residents and visitors to live, work and play.*

**Wednesday, January 24, 2018  
Veterans Memorial Building - 5:30 P.M.  
209 Surf Street, Morro Bay, CA**

Ric Deschler, Chair  
John Erwin

Steven Shively, Vice-Chair  
Janith Goldman  
Stewart Skiff

Christian Erlendson  
Christopher Parker

ESTABLISH QUORUM AND CALL TO ORDER  
MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE  
ANNOUNCEMENTS  
PRESENTATIONS – None

#### PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Board on City business matters not on the agenda may do so at this time. To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chair, please come forward to the podium and state your name and city of residence for the record.
- Comments are to be limited to three minutes.
- All remarks shall be addressed to the Board, as a whole, and not to any individual member thereof.
- The Board respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commission and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Board to carry out its meeting will not be permitted, and offenders will be requested to leave the meeting.
- Your participation in Board meetings is welcome and your courtesy will be appreciated.

#### A. CONSENT CALENDAR

- A-1 Approval of Minutes of November 15, 2017 Regular Meeting  
**Recommendation:** Approve minutes.

#### B. BUSINESS ITEMS

- B-1 Directors Report – Informational summary of current Public Works Activities  
**Recommendation:** Information item for discussion, no action needed.

#### C. POTENTIAL FUTURE AGENDA ITEMS

- Items from Council Approved Work Plan  
Assessment District Review (Cloisters and North Point) - February

#### D. ADJOURNMENT

Adjourn to the Public Works Advisory Board meeting at the Veteran's Memorial Building, 209 Surf Street, on February 21, 2018 at 5:30 p.m.

This agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the agenda posted at the Public Works Department, 955 Shasta Avenue, for any revisions or call the department at 772-6263 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours in the Public Works Department at 955 Shasta, City Hall at 595 Harbor, Mill's/ASAP at 495 Morro Bay Boulevard, or the Morro Bay Library at 695 Harbor, Morro Bay, CA 93442. Materials related to an item on this agenda submitted to the Board after publication of the agenda packet are available for inspection at the Public Works Department during normal business hours or at the scheduled meeting.

This agenda may be found on the Internet at: [www.morrobayca.gov/pwab](http://www.morrobayca.gov/pwab) or you can subscribe to Notify Me for email notification when the Agenda is posted on the City's website. To subscribe, go to [www.morrobayca.gov/notifyme](http://www.morrobayca.gov/notifyme) and follow the instructions.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works Department at (805) 772-6263. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

PRESENT: Ric Deschler Chairman  
Chris Parker Board Member  
Janith Goldman Board Member  
Christian Erlendson Board Member  
Steve Shively Vice Chair  
Stewart Skiff Board Member  
John Erwin Board Member

STAFF: Rob Livick Public Works Director  
Eric Casares Project Engineer, Carollo Engineers  
Joe Mueller Utilities Division Manager  
Mike Wilcox Consolidated Maintenance Superintendent  
Damaris Hanson Environmental Programs Manager  
Gina Gregory Office Assistant

ESTABLISH QUORUM, CALL TO ORDER AND MOMENT OF SILENCE

The meeting was called to order at 5:31 p.m.

A quorum was present and there was a moment of silence.

ANNOUNCEMENTS - None

PRESENTATIONS – None

PUBLIC COMMENT PERIOD

<https://youtu.be/rXWtRxIYw40?t=1m4s>

The public comment period was opened.

Nancy Castle, member of Morro Bay Community, talked about the annual Thanksgiving Day Dinner. If you need a meal to go, that is available. Meals will be delivered to those who cannot make it into the Community Center by the Morro Bay Police, please call ahead to be placed on that list. She thanked Chris Parker from the Morro Bay Car Show who donated a check in the amount of \$500.00.

The public comment period was closed.

A. CONSENT AGENDA  
<https://youtu.be/rXWtRxIYw40?t=3m4s>

A-1 APPROVAL OF MINUTES OF OCTOBER 18, 2017 MEETING.

MOTION: Chris Parker moved to approve Item A-1. The motion was seconded by Stewart skiff and carried 7-0-0 unanimously.

B. BUSINESS ITEMS

B-1 Directors Report – Informational summary of current Public Works Activities  
<https://youtu.be/rXWtRxIYw40?t=3m40s>

Rob Livick presented the staff report.

The Board asked questions of staff and commented on the Director's Report.

B-2 OneWater Plan Update – Presentation by Carollo Engineers, OneWater Plan Update, work completed to date and next steps.

<https://youtu.be/rXWtRxIYw40?t=18m43s>

Rob Livick introduced Eric Casares who presented the OneWater Plan Update.

The Board asked questions of Carollo Engineers, staff and commented on the OneWater Plan Update.

#### PUBLIC COMMENT PERIOD

The public comment period was opened, seeing none, the public comment period was closed

Discussion, comments and questions continued amongst Board members and staff.

#### ADJOURNMENT

The meeting adjourned at 6:55 P.M. to a regular Public Works Advisory Board meeting at the Veteran's Memorial Building, 209 Surf Street, on January 17, 2018.



**AGENDA NO: B-1**

**MEETING DATE: January 24, 2018**

## Staff Report

**TO: Public Works Advisory Board** **DATE: January 24, 2018**  
**FROM: Rob Livick, PE/PLS – Public Works Director/City Engineer**  
**SUBJECT: Director’s Report / Information Items**

Please contact the individual staff members prior to the meeting, if possible, for more detailed information.

**Notify Me:** Sign up for Notify Me on the City’s Website [www.morrobayca.gov/notifyme](http://www.morrobayca.gov/notifyme) for notification of Council, Board’s and Commission’s agendas and minutes.

**Service Requests:** The City has a feature to the City’s website, Service Requests [www.morrobayca.gov/905/Service-Requests](http://www.morrobayca.gov/905/Service-Requests), or the mobile App “My Morro Bay” (Available on both Android and IOS operating systems) where citizens can report a concern to the City for predetermined issues without the need to phone the City during business hours (for example: reporting a pothole).

Staff can also add Service Requests for someone over the phone or in the office if they do not have access to a computer. Each category in Service Requests is assigned to the appropriate staff member to handle so citizens don’t have to figure out what department to contact for an issue they need to report on.

### **STAFFING CHANGES**

Senior Engineer position currently vacant. The City has contracted with Eikof Engineering to provide additional support to staff.

### **BICYCLE TRANSPORTATION**

Staff Contact: Rob Livick

Be Careful and Ride On!

### **CONSOLIDATED MAINTENANCE**

Staff Contact: Mike Wilcox

Maintenance replenished 48 tons of playground sand at both Tidelands and The Cloisters play areas. Bringing the surfaces back to the originally designed fall protection depths.

Maintenance has trimmed a couple dozen more trees in the business district to provide right of way clearances for fire, trash, and delivery trucks. Including the removal dead limbs for hazard reduction. And, staff is hurriedly attempting to issue contracts for the removal of 5 trees deemed dead or dying via Arborist Reports. Maintenance planted over 100 trees and bushes in and along Morro Creek and Alva Paul Creeks during the week between Christmas and New Year’s.

Maintenance recently repaired a failed moisture membrane at Fire Station #53. The failure was allowing water to seep into the down stair offices through a rupture in the membrane in the Harbor Street planter City Council

awarded a Contract amendment to Pavement Coatings for this year's pavement preservation project in the amount of \$808,395.31 at their October 10, 2017 meeting.

Maintenance crews are once again hard at work on the Del Mar Restroom renovation project. Re-working plumbing to accommodate new water closets, and stud framing.

If you have maintenance requests, please call 772-6261, use the smart phone app, myMorroBay, available for android and iPhone, or use the City's Service Requests online system on our website [www.morrobayca.gov/905/Service-Requests](http://www.morrobayca.gov/905/Service-Requests). Upon receipt, the electronic requests will be reviewed and assigned to the appropriate staff for action. In the future, the City will be upgrading to a fully integrated maintenance work order system that will allow you to view the progress of your requests.

**SIDEWALK REPAIR AND INSTALLATION**

Staff Contact: Rob Livick

2017 CDBG ADA Accessibility project: Work is complete and staff is reviewing change orders and final pay estimate.

**STORM WATER**

Staff Contact: Damaris Hanson

We got rain! Well a little bit anyways. Staff has been busy conducting erosion and sediment control inspections at active construction sites. Staff recently developed an application for phones/tablets to help with these inspections.

Staff was also able to take stormwater samples per the required Wasteload Allocation Attainment plan (WAAP). This plan is a requirement of the Total Maximum Daily Load for Pathogens in Morro Bay. The WAAP requires the City to sample stormwater from three stormdrains representing three different landuses. All locations are along the Embarcadero. Samples are tested for Pathogens; fecal coliform, E.coli and enterococci.



**STREETS**

Staff contact: Rob Livick  
Pam Newman

Work is complete. Reviewing and processing pay estimate.

**TRANSIT – Morro Bay Transit and Trolley**

Staff contact: Janeen Burlingame

Work has begun on the Short Range Transit Plan. City and LSC Transportation Inc. staff held a kick-off meeting on October 24 to discuss the study background, goals, roles, outreach efforts, and data needs. The project is scheduled to be completed June 2018.

**TREES – Urban Forest Management**

Staff contact: Damaris Hanson  
Mike Wilcox

Three trees were posted for removal at 1680 Main Street, and one tree at 936 Pacific and 2831 Fir Avenue. Staff is currently working on getting 10 tree wells ready for new street trees. The City has purchased 10 new street trees that will be planted as soon as the tree wells are ready.

**WATER – Chorro Stream Gauge**

Staff Contact: Rob Livick

No change this month: Carollo Engineers, Inc. Has been selected to continue assessment of this project within the scope of the One Water (1H2O) contract. Coordination with National Marine Fisheries Service (NMFS) will resume once the need to maintain the Chorro Valley water right is confirmed.

**WATER – Nutmeg Tank Replacement**

Staff Contact: Rob Livick

No change this month. Carollo Engineers, Inc. will assess the tank sizing as part of the Water System master plan component of OneWater.

**WATER – Operations**

Staff Contact: Rob Livick  
Joe Mueller  
Jamie James Damaris Hanson

The City's water crew were called out at midnight due to a low tank level alarm on Wednesday January 3<sup>rd</sup>. The City computer monitoring system (SCADA) gave every indication that a water leak was occurring in the north Morro area.

From Wednesday night through Friday morning staff diligently worked on finding a cause for our inability to maintain water levels in our Blanca and Nutmeg water storage tanks. While initially a major leak was suspected no evidence of such leak could be found, and additional data obtained did not support the theory of a major leak.

While stepping through our entire system looking for leaks, pump performance and operation, accuracy of the computer data logging, and double-checking town water distribution system valve positions, we discovered an open normally closed valve. The inadvertent opening of a normally closed pressure zone connecting valve by an unknown outside source caused the water to be pumped in a circle instead of pumping the water in from the south end of town (the state water supply). Once closed the system immediately began operating normally and regaining the lost water level in the tanks.

Water staff also completed various other work orders:

- Exercised Valves (5)
- Post turn off notices (93)
- Re-read meters (21)

- USA calls (62)
- Water samples (65)
- Relocate several water meters due to new sidewalk construction on Main Street.



- Raising Valve Pots on Ironwood after road paving project



- Installing two new one-inch service lines at Mindoro



- Exercising Valves throughout town

### **WATER – Water Conservation**

Staff Contact: Damaris Hanson

For the Month of November and December water conservation was 18% and 17% lower compared to November and December 2013. On April 7<sup>th</sup> Governor Brown lifted the January 17, 2014 drought declaration for most of California, including San Luis Obispo County. State Water Resources Control Board will rescind the water supply stress test as well as mandatory conservation standards. The City will still be required to report monthly our water conservation report to the State Water Board.

With little snow pack so far, this year, we can expect our State Water allocation percent to be decreased. Please continue to conserve water.

City water conservation rebates available; Cash for grass, rain barrel, irrigation retrofit, SMART irrigation controller, toilet retrofit and Energy star washing machine. State rebates now available for removing grass (up to \$2 per sq. ft.) and replacing a toilet that flushed more than 1.6 gallons per flush (\$100).

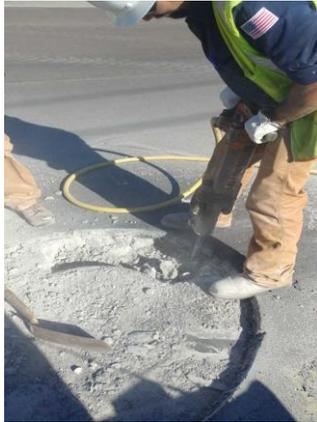
### **WASTEWATER – Collections**

Staff Contact: Joe Mueller

John Gunderlock

In November and December wastewater collections staff:

- cleaned approximately 10,000 feet of sewer mainline.
- responded to two afterhours callouts.
- responded to six online customer service requests: Three private lateral problems, one sanitary sewer overflow due to root blockage, one broken utility lid in the street, and one repair of a sewer lateral at a city owned rental.
- raised four manholes on Highway 41



- inspected new sewer and storm drain new construction at Black Hills Villas housing complex at the corner of Quintana Road and South Bay Boulevard.
- performed routine lift station maintenance.
- took delivery of a new sewer cleaning truck



- assisted at the wastewater treatment facility and water department performing additional duties.
- conducted 10 source control inspections at various businesses.
- repaired two sections of defective mainline on Juniper Avenue.



## **WASTEWATER – Treatment**

Staff Contact: Joe Mueller  
John Gunderlock

### **Operation & Maintenance**

- Flow for the month of November averaged 0.798 Million Gallons per Day (MGD) and totaled 23.945 million gallons for the month; flow for the month of December averaged 0.781 Million Gallons per Day (MGD) and totaled 24.199 million gallons for the month.
- Staff responded to eight afterhours callouts in November/December for plant chlorine adjustments.
- The emergency generator and switchgear were tested under load in November; staff replaced the switchgear backup batteries.
- Staff replaced the bearings in the primary clarifier drive motor.
- Staff replaced the bearings and seals in the number 2 waste activated sludge pump.
- Staff drained, cleaned and inspected primary clarifier #1.
- In preparation for the wet season, staff ran and tested the emergency bypass pump at the headworks.
- The Air Pollution Control Board inspected the wastewater facility and the portable generators in the collections and water departments.
- The Gas Company replaced the main gas meter for the wastewater facility.
- Porter Diving completed the yearly outfall inspection and videoed the undersea effluent discharge infrastructure.
- Staff cleaned, inspected and performed yearly maintenance on the plant's headworks
- screening and compactor units.



- Liberty Composting, Inc. hauled 212 tons of biosolids from the site for recycling.



- Staff replaced deteriorated bio-arms on biofilter #2.



Staff attended the following training:

- Dealing with Cal Osha management roundtable
- Competent person excavation and trench safety

Submitted reports:

- October & November 2017 Monthly Monitoring Data (eSMR)
- October & November 2017 Discharge Monitoring Forms (eDMR)
- 4<sup>th</sup> Quarter Monitoring Report (eSMR)

### **WASTEWATER – NEW WRF**

As directed by City Council on October 10, 2017, staff is proceeding with an accelerated schedule to release the RFP for WRF Onsite Improvements on January 24 and receive proposals by April 24, to inform the rate study update process.

On October 27, the City issued a Request for Qualifications inviting Design-Build entities to submit Statements of Qualifications to the City for the WRF Onsite Improvement project. This was the first step in the two-step process as stipulated in the California Public Contracts Code for Cities to use the design build procurement process.

At the December 5 WRFCAC meeting, Paul Donnelly, Valerie Levulett, and Steve Shively were selected to participate in the review of SOQs and proposals. On December 7, the City received SOQs from the following teams:

- AECOM/WM Lyles Company Joint Venture
- Filanc/Black & Veatch Joint Venture
- Kiewit Infrastructure West Company and Tetra Tech, Inc.
- Sundt/Parsons Joint Venture

The evaluation committee, consisting of the selected WRFCAC members and City staff, was convened prior to the WRFCAC meeting to discuss the SOQs.

At the January 4 WRFCAC meeting, City staff and the technical consultant team presented an overview of the draft RFP, provided copies for review by WRFCAC members, and requested input on the recommended shortlist for issuance of the RFP.

The schedule for review of the draft RFP included the WRFCAC meeting on January 4, intended to provide an overview of the draft RFP; a special WRFCAC meeting on January 11, which provided the opportunity for additional review and more detailed discussion; a City Council study session on January 17, and at the January 23 meeting for the City Council to review the directed changes and potentially approve release of the amended RFP.

The City has received communications that the Sundt/Parsons team will be withdrawing from consideration in the RFP process. Staff recommends issuance of an amended RFP to the remaining three teams:

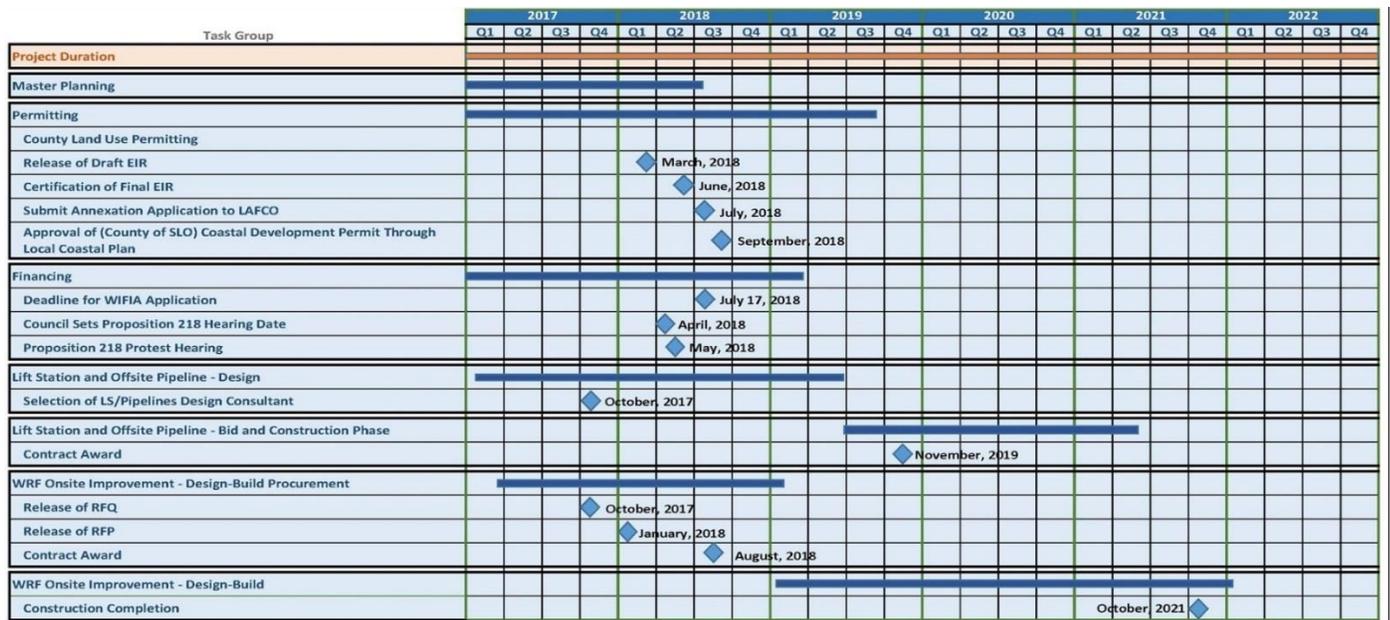
- AECOM/WM Lyles Company Joint Venture
- Filanc/Black & Veatch Joint Venture
- Kiewit Infrastructure West Company and Tetra Tech, Inc.

At the January 17 Special Council Meeting, City Council members had consensus on the following nine items and directed the RFP to be modified to reflect the following:

- Increase weighting for price proposal and life cycle costs to 60% of total or more and combine the other components of the evaluation criteria into one, i.e. "Technical Proposal"
- Develop a scoring system for proposal evaluation to provide a scale for how points will be assigned for each criterion
- Expand the communications protocol to include direction for the Design-Build teams in the case that a community member or group contacts them about the project
- Add Project Goals, and discussion of the history of the project to the Introduction
- Make demolition of the existing WWTP an additive bid item/bid alternate
- Increase landscaping buffer for property to the south; contact the neighboring property owner and address concerns to the maximum extent possible
- Remove specifics, i.e. floorplan, on the Admin/Ops Building, just include the requirements
- Provide information on project risk and allocation between City and DB Team. Are there acceptable ways for the City to take on more risk to reduce cost of the project?
- Minimize prescriptive nature and maximize potential for creative/cost effective alternatives

In response to Council's desire for a provision that provides some incentive for further cost savings if opportunities arise during the design phase, staff affirmed a value engineering cost savings provision is included in the agreement.

[Link to Draft RFP](#)



Approved WRF Project Timeline

Additional and updated information on the WRF project is available on the City's website (<http://morrobaywrf.com/>).

ATTACHMENTS

Council Approved Work Plan