

Alleghany County Water District
Minutes of Special Meeting
Tuesday, September 6th 2016

The meeting was called to order by President Rae Bell Arbogast at 6:10 p.m.

Quorum: Present were Directors President Rae Bell, Vice President Tobyn Mehrmann, Robbin DeWeese, Oregon Burns Tenney V, and Madeleine Hamb. ACWD staff: Secretary Baker was present and took the minutes. Also present: Ernest & Nancy Finney, Vickie Tenney, and Rebecca Wilkerson

Planning Project Update:

- A) Resolution 100 re-affirming the motion made at the August 9th meeting accepting North State Drilling Motion made to approve by Robbin, Tobyn second **Ayes: Arbogast, DeWeese, Tenney, Mehrmann, Hamb. Naves: 0. Absent: 0. Abstain: 0 Vacant: 0. Motion Passed**
- B) Resolution 101 approving change order request from Affinity Engineering for additional funds. After consideration and correction of a typo, a motion was made by Madeleine, Tobyn second **Ayes: Arbogast, DeWeese, Tenney, Mehrmann, Hamb. Naves: 0. Absent: 0. Abstain: 0 Vacant: 0. Motion Passed**

Mosaic Project:

- A) A motion was made to hand off the Mosaic project including design approval to Underground Gold Miners Museum by O.B, Tobyn second **Ayes: DeWeese, Tenney, Mehrmann, Naves: 0. Absent: 0. Abstain: Arbogast, Hamb. Vacant: 0. Motion Passed**

With no further business, the Board Adjourned at : 6:25 p.m.

Respectfully submitted:



Leslie D. Baker III
Board Secretary

Alleghany County Water District

P.O. Box 860, Alleghany, CA 95910 ~ alleghanywater@gmail.com ~ Phone 530-287-3204

~ Established March 8, 1939 ~

CERTIFICATE OF POSTING

I, Rae Bell Arbogast certify that the following document was posted on behalf of Alleghany County Water District, Sierra County California:

Notice of Special Meeting, Meeting Date 9/6/16

In the following location(s):

Alleghany Post Office Bulletin Board on 6/4/16.
On the door of the Alleghany Firehouse (meeting location) 6/4/16

Emailed to email list. Note put on list serve. Packets put in box at post office on the same day.

A copy of which is attached hereto and by reference made a part herof.

Signed under penalty of perjury: X



Rae Bell Arbogast

NOTICE
OF SPECIAL MEETING OF
THE BOARD OF DIRECTORS
OF
ALLEGHANY COUNTY WATER DISTRICT

Tuesday September 6, 2016 at 6:00 pm
Alleghany Firehouse 105 Plaza Ct. Alleghany

This agenda has been prepared and posted at least 48 hours prior to the special meeting of the Board of Directors in accordance with the Ralph M. Brown Act. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference by calling 530-287-3204 or email: alleghanywater@gmail.com

1. Call to Order
2. Establish a Quorum
3. Planning Project update attached – this special meeting has been called primarily to discuss and take action on Affinity Engineering’s request for additional funds.
 - a) Consideration of Resolution # 100 to re-affirm motion made on August 9th accepting North State Drilling’s bid.
 - b) Consideration of Resolution # 101 to approve the change order request from Affinity Engineering for additional funds.

Mosaic Project:

- a) Status of mosaic project at park and request for design input. (Please bring the sample provided at the August meeting). The artist would like input. Possibly a committee should be formed to work on this, so that the regular meetings are not bogged down?

4. Next meeting date, Items for next agenda & Adjournment -

Planning Project Update for Alleghany County Water District special meeting scheduled for 9/6/16.

Status of the request for more funds by the hydrogeologist:

As mentioned in the project update which I prepared for the regular August meeting and at earlier meetings as well: Larry Ernst, the new hydrogeologist subcontracted by Affinity Engineering stated that he cannot do the job the way that it should be done within the current budget.

When Affinity initially brought this up several months ago we agreed to see where the drilling bids came in and then re-visit the issue. We also agreed to move the required water testing from Affinity's contract to the driller's contract.

After we got the well drilling bids, I asked Pete Stamas how to proceed but did not have an answer in time for the regular August meeting. I did hear back from Pete in mid-August and he said that it is entirely up to ACWD to work it out with Affinity. We have the authority to take the \$ out of contingency.

After hearing back from Pete I contacted Christine Rice with Affinity and explained what he said. I asked her to prepare an explanation of why they were seeking more funds. (attached). In my earlier conversations with them they had thrown out a figure of \$10,000 but as you can see they are requesting \$13,034 above the original contract amount.

One of the well drillers at the pre-bid meeting, the owner of Diamond Well Drilling who has over 40 years of experience said that he had worked with Larry in the past and that he "knows his stuff". The owner of Affinity also has done a lot of jobs with Larry and says he will do a good job.

There is an escape clause written into Affinity's contract stating that either party can terminate the agreement with a minimum of 7 days written notice and it also states in the addendum that the contractor makes no warranty express or implied that the actual costs won't vary from the contract amount.

We are not in a position to hire a new hydro firm at this point so I recommend that we go ahead and approve the increase. **The hydrogeologist will be working directly with the driller on-site so we need to decide now. This is the main reason that I called a special meeting.** We need to have this firmed up before the driller starts.

Also, it is looking like Kip will not be here for the actual drilling as originally planned due to cancer treatment, so it will be important to have the hydrogeologist on site. Since this was included in Kip's (Altec's) contract possibly Altec's actual costs will come in lower.

The budget for the hydro and geotech is \$37,000. The current contract is for \$36,672.
 $\$37,000 - \$36,672 = \$328$ remaining in that line item. The request is for an additional \$13,034.
 $\$13,034 - \$328 = \$12,706$. \$12,706 would have to be taken out of contingency.

Contingency budget start \$29,500. Less \$7,846 taken out to cover the driller's contract leaves \$21,654.
 $\$21,654 - \$12,706 = \$8,948$. **\$8,948 would still be left in contingency if we approve the request from Affinity.**

Status of Driller's Contract:

After the ACWD board accepted North State's bid at the regular August meeting, Kip prepared the "Notice of award packet" which consists of 1. Agreement (contract) 2. Bindered General Conditions and supplementary Conditions and Project specification (as published in the bid packet) 3. Bid addenda 4. Copy of bid.

This was received by ACWD on August 15th and 16th (Item #2 was too large to email and had to be uploaded to dropbox) On the 16th I signed the "notice of award" scanned it and sent the entire contract packet to North State via drop-box with instructions regarding what they needed to sign and mail back.

North state confirmed that they got everything and let me know that it would take time to get the bond. I talked to them on Aug. 26th and they had gotten the bond and said that they were mailing everything on Monday Aug. 29th.

On Wed. Aug. 31st we got all of the required documents back from the well driller, this includes four copies of the signed agreement, the required bond and insurance. Kip will prepare the "notice to proceed" this week. Pete Stamas of the funding division was notified of this as well.

According to the request for bids, the contractor is required to have the project substantially completed within 45 days of the "Notice to Proceed" and all items need to be completed within 60 days. So assuming there are no major "hiccups" we should have a pretty good idea of the test well results by the end of October and hopefully they can get the drill rig out before the weather changes.



TECHNICAL MEMORANDUM

To: Rae Bell Arbogast, Alleghany County Water District

From: Christine Rice, Project Manager, Affinity Engineering Inc.
Jim Carson, P.E., Affinity Engineering Inc.

Subject: ACWD Change Order Request for Hydrogeologic Services

Date: August 12, 2016

This Technical Memorandum summarizes the proposed budget increase request and justifications to provide hydrogeologic support services associated with the drilling and construction of two groundwater production wells for the Alleghany County Water District (ACWD).

Affinity Engineering Inc. (Affinity) was contracted by ACWD to provide hydrogeologic services associated with their well project. In May 2016, Affinity's in-house hydrogeologist left Affinity to take a position with the State of California. Because of this, Affinity subcontracted Wood Rodgers, Inc. (Wood Rodgers) to perform as the hydrogeologist to complete the remaining tasks for the project. In order to complete the tasks, an additional amount of \$13,034 to the original contract are requested for a new total proposed budget of \$49,704. The changes to the budget are summarized in the following table and justified in the following sections.

Task	Original Contract	Change	New Proposed Budget
1	\$19,653	\$ -	\$19,653
2	\$1,665	\$1,386	\$3,051
3	\$15,352	\$11,648	\$27,000
Total	\$36,670	\$13,034	\$49,704

Task 1 Planning and Development Justifications

This task has been completed within budget.

Task 2 RFP for Well Driller Services Justifications +**\$1,386**

Wood Rodgers revised the Technical Specifications to conform to standard hard rock drilling techniques. The Technical Specifications were revised from mud rotary to air rotary drilling method, which is a more suitable drilling method for the project area's geology. This change was anticipated to bring in more bidders and lower overall construction cost compared to the originally proposed drilling method.

Additional work outside of the original scope was encountered during the preparation of the Technical Specifications, including coordination and correspondence with the State of California Division of Drinking Water (DDW)

and ACWD for well materials selection. The preliminary well designs were modified from PVC to steel materials to meet ACWD's project objectives, and the Technical Specifications were revised accordingly to incorporate the well design changes. Additionally, the revised Technical Specifications were formatted to Construction Specifications Institute (CSI) standard construction format so that they would be consistent with the front end specifications produced by Altec.

Additional work was required by Affinity for project coordination after the resignation of Affinity's in-house hydrogeologist including conference calls with ACWD, Altec, Wood Rodgers, and DDW.

Task 3 Observation, Sampling, and Testing Justifications **+\$11,648**

Based on Wood Rodger's familiarity with the Alleghany area geology and their experience with successfully completed well projects in nearby areas, it is their expert opinion that to have a successful well drilling project, more hours for air rotary drilling and observation will be required than previously anticipated for mud rotary drilling. The additional hours required are reflected in the proposed change order request.

Wood Rodgers and Affinity team members will be available to provide support services for all critical path well drilling, construction, development, and testing portions of the project. Wood Rodgers expects to provide the following services:

- Attend the on-site pre-construction meeting
- Check formation samples and estimate water production rates during drilling
- Provide any final well design modifications based on borehole data
- Witness and record data from well pumping tests and modify the program as necessary to obtain sufficient data for the final pump design
- Provide punch list of items to be completed for project close out

In addition, all pertinent data regarding the borehole geology, well construction, and well testing will be summarized in a letter report. Water quality samples will be collected by the selected Contractor. Wood Rodgers will review the water quality data and provide recommendations to convert the test wells into municipal supply wells, including recommended capacity and pump setting depths.

Resolution No. 100

**A RESOLUTION TO RE-AFFIRM THE
MOTION TO ACCEPT THE TEST WELL DRILLING BID
FROM NORTH STATE DRILLING**

1. Alleghany County Water District has applied to the Safe Drinking Water Fund DWSRF project No. 4600012-006P and been approved for funding under Funding Agreement No. D15-02031.
2. The above referenced project requires among other things, the drilling of two test wells by a professional well-drilling firm.
3. A request for bids for the drilling was duly published and advertised beginning July 1st with a mandatory pre-bid meeting held on July 14th and a formal bid opening held on July 28th.
4. Two bids were received by the specified date, one from Diamond Well Drilling for \$153,776 and one from North State Drilling for \$101,846.
4. The project engineer: Altec Engineering vetted the low bidder and wrote a letter of recommendation in favor of the low-bidder.
3. At the regular meeting of the Board of Directors of Alleghany County Water District held on August 9, 2016 the board duly passed a motion to accept the North State Well Drilling's bid for services partially utilizing project contingency funds.
4. For purposes of record keeping and formality such motions are usually adopted in the form of a resolution but as an oversight this was not done.

BE IT RESOLVED by the Alleghany County Water District Board of Directors that, the acceptance of the bid from North State Drilling in the amount of \$101,846 is reaffirmed by this resolution and the President is authorized to sign all required contracts and transfer the sum of \$7,846 from project line item #8 "Contingency" to project line item #5 "Test Well Drilling".

Passed and adopted at a special meeting of the board of directors of the Alleghany County Water District on the 6th of September 2016 and certified by my signature and seal.

By the following vote:

Ayes:

Nays:

Absent:

Resolution No. 101

A RESOLUTION TO APPROVE A CHANGE ORDER
REQUEST TO INCREASE AFFINITY ENGINEERING'S
CONTRACT FOR HYDROGEOLOGICAL SERVICES

1. Alleghany County Water District has a contract with Affinity Engineering to carry-out hydrogeology and geotechnical services related to DWSRF project No. 4600012-006P and Funding Agreement No. D15-02031.
2. Due to the resignation of their on-staff hydrogeologist in March 2016 Affinity Engineering hired a sub-contractor to complete the hydrogeology segment of their contract.
3. Affinity Engineering has shown good cause as to why they need additional funding of \$13,034 in order to complete the contract.

BE IT RESOLVED by the Alleghany County Water District Board of Directors that, the President of said Board of Directors is authorized to approve the request for additional funds as stated above and move the required additional amount of \$12,706 from project budget line item #8 "Contingency" to project budget line item #2 Hydrogeologist Study & Geotech Report.

Passed and adopted at a special meeting of the board of directors of the Alleghany County Water District on the 6th of September 2016 and certified by my signature and seal.

By the following vote:

Ayes:

Nays:

Absent:

Abstain:

Vacant:

Signature: _____

By: Leslie D Baker, III
Secretary
Alleghany County Water District