



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of City Council

FROM: Daniel Gho, Public Works Director, James Brezack, Brezack & Associates Planning.

MEETING DATE: April 6, 2016

SUBJECT: Local Water Project - Quarterly Report

CEQA: Does Not Constitute a "Project" under the California Environmental Quality Act (CEQA)

RECOMMENDATION

Receive the first quarterly report on the progress of the Local Water Project.

DISCUSSION

The City has made significant progress toward the completion of the engineering design of a recycled water project, known as the City of Pacific Grove's Local Water Project (LWP or Project). The Project will replace approximately 125 acre-feet / year (0.11 million gallons annual daily average) of irrigation demands with non-potable supplies for the irrigation of the Municipal Golf Links and the El Carmelo Cemetery and provide toilet flushing for two public restrooms. These demands are currently met using potable water from the California American Water Company (Cal-Am).

The last time City Council heard an item pertaining to the LWP, December 19, 2015, the motion included that City Staff and Brezack & Associates Planning would present to the City Council Quarterly Reports on the project (Attachment 1). The Quarterly reports will occur throughout the calendar year with the first one being April 6, followed by reports in June, September, and December. The reports will discuss the following four major topics: 1. Project Progress, 2. Engineering, Design and Permitting, 3. Construction Management, and 4. Public Outreach.

The report is intended to inform the Council and the Public of recently completed and planned future activities that have or will be occurring with the Local Water Project between now and the next quarterly report.

FISCAL IMPACT

There is no Fiscal Impact to the City by receiving this report.

ATTACHMENTS

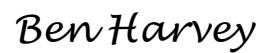
1. PG LWP 1st Quarterly Report

RESPECTFULLY SUBMITTED:

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Daniel Gho
Public Works Director

REVIEWED BY:

A handwritten signature in black ink, appearing to read "Ben Harvey", is positioned above a horizontal line.

Ben Harvey
Interim City Manager



Pacific Grove Local Water Project



Quarterly Progress Report No. 1

April 2016

Brezack & Associates Planning

Prepared by Brezack & Associates Planning

PGLWP Monthly Progress Report April 2016.docx

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1 Project Progress Report

This Project Progress Report summarizes the actions and activities associated with the implementation of the Local Water Project. It includes discussion on the performance of PERC Water (DB Entity) during the first quarter of the work, roughly between December 2015 and March 2016.

DB Entity performance is measured relative to the DB compliance with the Design-Build Agreement (DB Agreement) for the City of Pacific Grove Local Water Project.

This report summarizes completed, current, and planned activities.

1.1 Project Summary

The DB Agreement was executed between the City and PERC Water on August 7, 2015. PERC was issued a Design Notice to Proceed (NTP) on November 18, 2015. The scope of the DB Agreement generally includes permitting assistance, final design engineering, construction, start-up, commissioning and passage of acceptance testing for a 0.25 million gallon per day (mgd) recycled water treatment plant. The treatment plant will produce on average 125 acre-feet per year (AFY) of recycled water.

Overall, construction is projected to be complete by December 2016. The target date of December 2016 was set as a City selected goal to have the construction completed and the plant producing water. This goal is consistent with but not a requirement of the implementation of the Ceases and Desist Order. Construction remains on target to be completed by December of 2016 with acceptance testing occurring through April 2017. Acceptance testing will need to occur through April due to the lack of irrigation demands in the winter months. With testing occurring the first 4 months of the year the plant will be ready for the irrigation season.

1.2 Overall Project Completion Status

As of April 2016, the overall design effort is approximately 80% complete. The overall physical construction effort is approximately 0% complete. Table 1-1 presents major project milestones status

Table 1-1: Major Milestone Status

MILESTONE	COMPLETION DATE	PERCENT COMPLETE
Design Notice to Proceed	11/18/2015	100%
Recycled Water WDR Permit	5/5/2016	75%
100 % Design and Specification Approvals	5/19/2016	65%
City Approved Equipment Procurement Submittals	5/19/2016	50%
Construction Notice to Proceed	5/19/16	0%
Construction Completion	11/24/16	0%

Full Project Implementation	4/7/17	0%
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1.3 Budget

Table 1-2 summarizes the current budget status of the project, pay requests, amount paid out by the City, SRF Loan disbursement requests, and SRF Loan disbursements received to date.

Table 1-2: Summary of Project Budget and Payments

	BUDGET	PROGRESS PERIOD EXPENDITURES	EXPENDED TO DATE	BUDGET REMAINING
Total PERC Budget (Excluding Contingency)	\$5,630,736.00	\$413,500.00	\$413,500.00	\$5,217,236.00
PERC Contingency	\$730,000.00			\$730,000.00
Change Order				\$-
City Procured Equipment	\$1,101,829.00			\$1,101,829.00
Owner's Representative Budget	\$217,615.00	\$38,642.00	\$38,642.00	\$178,973.00
Current Budget	\$7,680,180.00	\$452,142.00	\$452,142.00	\$7,228,038.00
Construction Grant	\$2,415,000.00			
SRF Loan	\$5,285,000.00			
Pay Requests as of March 4 2016 (excluding retainage)	\$-	\$452,142.00		\$-
Paid to Date (excluding retainage)				\$-
SRF Loan Disbursement Requested		\$452,142.00		\$-
SRF Loan Disbursement Received				\$-

2 Engineering, Design, and Permitting

2.1 Schedule

Table 2-1 present milestones completed within this reporting period. All activities are currently on schedule. Testing and Facility Start-up is currently scheduled for Q1 2017.

Table 2-1: Milestone Schedule

Milestone	Completion Date	Percent Complete
Design Notice to Proceed	11/18/2015	100%
50% Design and Specifications Approvals	2/25/2016	100%
WDR and Engineering Report Submittals	3/14/2016	100%

2.2 Accomplishment and Current Activities

Table 2-2: Engineering Design Accomplishments and Current Activities

Deliverables	<ul style="list-style-type: none"> Design Quality Assurance/Quality Control Report - Complete Topographic Survey - Complete Hazardous Material Testing – Complete Hazardous Material Remediation Plan – Complete Geotechnical Report – Field Work Complete Irrigation System Technical Memorandum - Complete Disinfection System Technical Memorandum - Complete Membrane Upgrade Technical Memorandum – Complete Effluent Pump Station Technical Memorandum - Complete Membrane Procurement Proposal – In Review Basis of Design Report – Draft Sewer Flow Monitoring – In Progress Sewer Water Quality Sampling – In Progress 40% Engineering Design Drawings – Complete
Meetings	<ul style="list-style-type: none"> Weekly Progress Meetings Cal-Am Project Update Meeting

Table 2-3: Permitting Accomplishments and Current Activities

Deliverables	<ul style="list-style-type: none"> California Coastal Commission Waiver Approved May 14, 2015 State Division of Drinking Water (DDW) Engineering Report – Submitted to State for Review Notice of Intent General Recycled Water WDR – Submitted to Regional Water Quality Control Board (RWQCB) for Review Monterey Regional Water Pollution Control Agency Discharge Permit – Draft Application in Progress Monterey Bay Unified Air Pollution Control District Approval to Construct - Draft Application in Progress
Meetings	<ul style="list-style-type: none"> State Division of Drinking Water – Conference Call MRWPCA – Discharge Permit Meeting

Table 2-4: Project Administration Accomplishment and Current Activities

Deliverables	<ul style="list-style-type: none"> SWRCB Division of Financial Assistance Initial Funding Agreement - Complete
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2.3 Upcoming Activities

Table 2-5: Engineering Design Upcoming Activities

Deliverables	<ul style="list-style-type: none"> Geotechnical Report Flow Monitoring and Water Quality Report Equipment Proposal Reviews 80% Design Submittal 100% Design Submittal Construction Notice to Proceed SWRCB Final Budget Approval
Meetings	<ul style="list-style-type: none"> Weekly Progress Meetings

Table 2-6: Permitting Upcoming Activities

Deliverables	<ul style="list-style-type: none"> State DDW Engineering Report Approval Notice of Intent General Recycled Water Permit Approval
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Meetings

- Monterey Bay Unified Air Pollution Control District Approval to Construct
- MRWPCA Project Update Meeting

2.4 Other

Construction Notice to Proceed will be issued to PERC following RWQCB issuance of the General Recycled Water WDR and SWRCB issuance of the Final Budget Approval Form.

Samples of design progress are presented below.

Figure 2-1: Building Concept



Figure 2-2: Process Flow Diagram

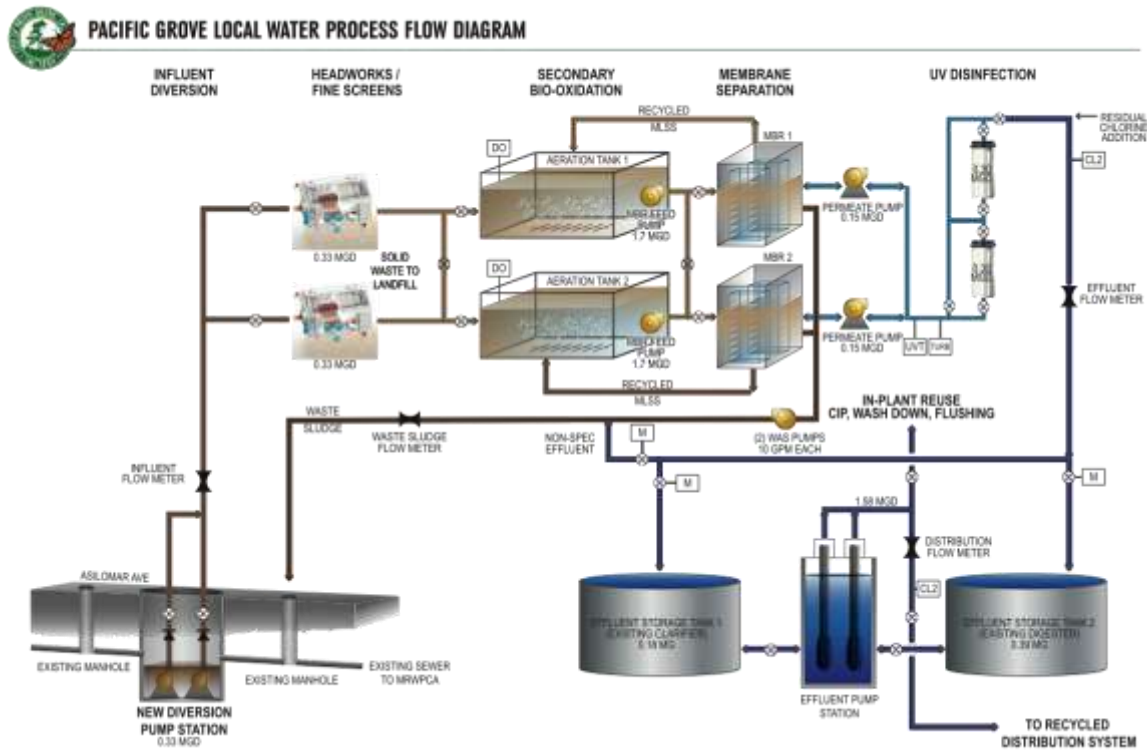


Figure 2-3: 50% Design Plans



3 Construction Management

3.1 Schedule

No construction activities are in progress. Construction Notice to Proceed has not been issued.

3.2 Construction Activities

Table 3-1: Change Orders

Change Order Number	Description	Amount	Status
NONE			

Table 3-2: Potential Change Orders

Request Number	Description	Amount	Status
NONE			

Table 3-3: Contingency Expenditure

Description	Amount	Status
Hazardous Material Remediation		

3.3 Construction Activities Completed During Progress Period

- None

3.4 Construction Activities Planned During Progress Period

- None

3.5 Unresolved Issues

- None

3.6 Construction Photos

- None

4 Public Outreach

No public outreach activities have occurred this progress period. Future public outreach activities include construction notifications around the project site.