

WALNUT VALLEY WATER DISTRICT

271 South Brea Canyon Road • Walnut, CA 91789-3002
(909) 595-7554 • Fax: (909) 444-5521
walnutvalleywater.gov



AGENDA

**SPECIAL BOARD MEETING
THURSDAY, AUGUST 21, 2025
4:00 P.M.**

MEETING LOCATION
DIAMOND CENTER, MAPLE ROOM:
1600 Grand Avenue
Diamond Bar, CA 91765

Agenda materials are available for public review at <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review during regular business hours at the District office, located at: 271 S. Brea Canyon Road, Walnut, CA.

1. Flag Salute
2. Roll Call: Mr. Hilden_____ Ms. Kwong_____ Ms. Lee_____ Mr. Tang_____ Mr. Woo_____
3. Public Comment President Kwong

The Presiding Officer of the Board of Directors may impose reasonable limitations on public comments to assure an orderly and timely meeting.

A. Agenda Items - Any person desiring to address the Board of Directors on any Agenda item may do so at the time the item is considered on the Agenda by requesting the privilege of doing so at this time and stating the Agenda item to be addressed. At the time the item is discussed, those requesting to speak will be called to do so.

B. Non-Agenda Items - At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the jurisdiction of the District. Reasonable time limits on each topic and on each speaker are imposed in accordance with Board policy.

4. **District Headquarters FF&E - Phase 1 Project (P.N. 19-3569-1)** Ms. Perez
A. Discussion B. Action Taken
5. **District Headquarters Remodel Phase 1 (P.N. 19-3569-1) – Change Order No. 6 for DPR Construction** Ms. Shaw
A. Discussion B. Action Taken
6. **Approve Amended Agreement with DSK Landscape Architects for the District Headquarters Project (P.N. 19-3569LA)** Ms. Shaw
A. Discussion B. Action Taken

7. [Approve Additional Service Requests with La Cañada Design Group for the District Headquarters Projects Phase 1 and 2 \(P.N. 19-3569-0 and 19-3569-2\)](#) Mr. Macias
A. Discussion B. Action Taken
8. [Approval of Amendments to the Professional Engineering Services Agreement with Civiltec Engineering, Inc for the District Headquarter Projects \(P.N. 19-3569-0 and 19-3569-1\)](#) Ms. Perez
A. Discussion B. Action Taken

Adjournment

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation to participate in a meeting may request such modification or accommodation from the District's General Manager's Office at (909) 595-1268 Ext. 201.

I, Lucie Cazares, MMC, Walnut Valley Water District, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at 271 S. Brea Canyon Road, Walnut, CA., and uploaded to the Walnut Valley Water District website <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>

Date Posted: August 20, 2025

Lucie Cazares, MMC, Executive Services Administrator



WVWD – Staff Report

TO: Board of Directors
FROM: General Manager/Chief Engineer
SUBMITTED BY: Director of Engineering
DATE: August 21, 2025
SUBJECT: District Headquarters FF&E - Phase 1 Project (P.N. 19-3569-1)

<input checked="" type="checkbox"/> Action/Discussion	<input checked="" type="checkbox"/> Fiscal Impact	<input type="checkbox"/> Resolution	<input type="checkbox"/> Information Only
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Recommendation

The Board of Directors:

1. Approve to allocate the budgeted amount of \$550,000 for the Furniture, Fixtures and Equipment (FF&E) for the new District Headquarters Phase 1 Project (Project).
2. Authorize the General Manager to oversee, award, and execute any related documents and contracts without competitive bidding in a form acceptable to General Counsel.

Background Information

Searock and Stafford Construction Management (Searock), the District's provider of construction management services, has established a budget allocation within the larger District Headquarters project in the amount of \$550,000 for the FF&E.

La Canada Design Group (LCDG), the Project architect, recommended two (2) qualified furniture vendors, where District staff conducted interviews and completed showroom visits. Based on quality of service and furniture options, M3 Office (M3) was identified as the most qualified vendor to provide FF&E services. The FF&E services includes the furnishing and installation of items for the offices, workstations, conference rooms, the Board room, and the kitchen area. This work will be coordinated, installed, inspected, and finalized for occupancy by M3. Selection of M3 has enabled the District to explore the best available options within the established budget. The final cost for the FF&E services by M3 has not been finalized and it is essential to award the contract this month to stay on schedule and obtain delivery of furniture by December.

The District has identified additional furniture needs, including the dais and lectern for the Board room, which require custom millwork. In addition, the District has identified significant cost savings to procuring such items such as desk chairs, guest chairs, and other seating through separate vendors. As a result, not all furniture will be procured through M3. The District proposes to award the contract for FF&E services without the competitive bidding based on their qualifications and alignment with project needs. Searock recommends approval of the FF&E budget allocation (see attached recommendation) and will ensure all work related to the Project stays under the budgeted amount of \$550,000.

Staff recommends allocating \$550,000 budget for the Project and authorizing the General Manager to oversee, award and execute any related documents and contracts without competitive bidding, and in a form acceptable to General Counsel. Funds for this project will be provided from the 2024 Project Revenue Bond.

Attachments:
Searock's Recommendation

August 19, 2025

Mrs. Sherry Shaw
Walnut Valley Water District
General Manager
271 Brea Canyon Rd.
Walnut, CA 91789

Re: WVWD FF&E – Budget Allocation Recommendation

Dear Sherry,

During pre-construction for the WVWD Headquarters Project, Searock Stafford Construction Management established an overall project budget for the District Headquarters Project in November 2023. At this time, SSCM established a budget allocation of \$550K for Furniture, Fixtures, and Equipment (FF&E), to provide for finishing the new WVWD Headquarters space prior to turnover and move-in. This amount was based on square foot price calculated at \$22.50 per Sq.Ft. to furnish the new office space, cubicle layouts, common areas, boardroom, conference rooms, etc.. As we rapidly approach the completion of the District Headquarters and final Certificate of Occupancy issuance, it's important that we immediately select and release office furniture to assure a completed space for staff relocation into the new Headquarters upon successful turnover of the District Headquarters Building to WVWD.

It is SSCM's recommendation that WVWD immediately seeks Board approval for allocation of the full \$550K budget for the FF&E Package, thereby authorizing the General Manager to oversee and execute any related documents and contracts to complete this necessary procurement. We are proceeding with finishing the Headquarters project "on schedule" and will be provided with an opportunity to expedite the furnishing of the building, concurrently with the remaining Headquarters final inspections and punch list completion. To do so, we must select and release the FF&E package in August 2025, to allow proper time for order placement, procurement, and shipment. This will allow for delivery in the very busy forthcoming holiday season (Nov. / Dec.) if we authorize scope to begin in August 2025. Please let us know if we can provide further assistance with obtaining Board approval. Thank you!

Sincerely,



Brett Ivey
Project Executive
Searock Stafford CM, Inc.

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager/Chief Engineer
DATE: August 21, 2025
SUBJECT: District Headquarters Remodel Phase 1 (P.N. 19-3569-1) – Change Order No. 6 for DPR Construction

<input checked="" type="checkbox"/> Action/Discussion	<input checked="" type="checkbox"/> Fiscal Impact	<input type="checkbox"/> Resolution	<input type="checkbox"/> Information Only
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Recommendation

The Board of Directors approve Change Order No. 6 with DPR Construction (DPR) in the amount of \$225,538.00 for the subject project.

Background

Walnut Valley Water District (District) acquired two concrete tilt-up buildings on a parcel adjacent to the current headquarters. On November 15, 2021, the Board of Directors approved a contract with La Canada Design Group (LCDG), to complete the design for the District Headquarters Remodel Phase 1 project. The project involves combining and renovating the two buildings into one Administration Building including demolishing all existing interiors at both buildings and adding new administrative offices for multiple departments, a board room, conference rooms, employee lunchroom, and restrooms. On August 21, 2023, Searock and Stafford Construction Management (Searock) was retained to provide construction management services related to the District Headquarters. On May 23, 2024, DPR Construction (DPR) was awarded to construct the District Headquarters.

DPR has submitted Change Order No. 6 for \$225,538.00. The aggregate amount of all change orders (\$2,073,040.61) has now exceeded 10% of the original contract amount of \$19,612,768.00. All subsequent Change Orders will go to the WVWD Board of Directors for approval before payment.

Searock has reviewed Change Order No. 6 and has reduced it by \$193,000 to \$225,538.00. Staff agrees with the edited and reduced Change Order. Funds for the construction of the new WVWD Headquarters Administration Building will be taken from the 2024 Project Revenue Bond.

Attachment:
Change Order No.6



Owner Change Order No. OCO 006

WVWD New Headquarters Building
235 Brea Canyon Road
Walnut CA 91789

DPR Construction, A General Partnership
Project #: D1-B24015-00

Issue Date: 07/17/2025

To Contractor:

DPR Construction, A General Partnership
4665 MacArthur Court, 100
Newport Beach, CA 92660

Owner's Contract No.:

Contract Date:

Architect's Job Number:

The Contract is hereby revised by the following items:

PCI No.	Description	Amount
CQ-0042.1	Bulletin 2 CRC Bridging Credit	-31,629.00
CQ-0051	Trade Partner Permit Impacts - Baseline Schedule Update	215,300.00
CQ-0069	Existing Slab on Grade Repairs	16,047.00
CQ-0106	Switchgear Short Circuit Study Corrective Actions	5,824.00
CQ-0115	Contingency Split: RFI 297 Building Connection At Built up Slab	2,391.00
CQ-0119	Toilet Accessories Product Changes - Submittal Process	3,197.00
CQ-0120	Added Ledger at NE Corner to Support GLB per RFI 165	2,723.00
CQ-0121	Adjust Mezzanine Rebar for Steel Support Clearance Issue	849.00
CQ-0125	Shear Wall Height Change To Accommodate diffusers per RFI 333 and 56	8,901.00
CQ-0131	Light Fixture Change at East Canopy per RFI 425	-814.00
CQ-0133	Contingency Split: Modify Countertop Steel Supports	2,749.00

The Original Contract Value was	19,612,768.00
Sum of Changes by prior Owner Change Orders	1,847,502.61
The Contract Value prior to this Owner Change Order was	21,460,270.61
The Contract Value will be changed by this Owner Change Order in the amount of	225,538.00
The new Contract Value including this Owner Change Order will be	21,685,808.61
The Contract duration will be changed by	0 Days
The revised Substantial completion date as of this Owner Change Order is	

La Canada Design Group, Inc.

ARCHITECT

630 N. Rosemead Blvd Ste 400
Pasadena CA 91107-2133

Signature: _____

Print Name: Kevin O'Brien

Date: 07/31/2025 | 7:49:04 PDT

DPR Construction, A General Partnership

CONTRACTOR

4665 MacArthur Court, 100
Newport Beach, CA 92660

Signature: _____

Print Name: Betty Lynn Senes

Date: 07/31/2025 | 9:12:17 PDT

Walnut Valley Water District

OWNER

271 Brea Canyon Rd
Walnut CA 91789-3049

Signature: _____

Print Name: Sheryl L Shaw

Date: 07/31/2025 | 2:39:16 PDT



Owner Change Order No. OCO 006

WVWD New Headquarters Building
235 Brea Canyon Road
Walnut CA 91789

DPR Construction, A General Partnership
Project #: D1-B24015-00

Issue Date: 07/17/2025

Searock + Stafford CM, Inc.

CONSTRUCTION MANAGER

101 E Green St #13
Pasadena, CA 91105

Signed by:

Brett Ivey

Signature:  9EFFDE2A0290433...

Print Name: Brett Ivey

Date: 07/21/2025 | 11:11:40 PDT

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager/Chief Engineer
DATE: August 21, 2025
SUBJECT: Approve Amended Agreement with DSK Landscape Architects for the District Headquarters Project (P.N. 19-3569LA)

☒ **Action/Discussion**

☒ **Fiscal Impact**

☐ **Resolution**

☒ **Information Only**

Recommendation

The Board of Directors approve the Amended Agreement with DSK Landscape Architects, (DSK) in the amount of \$13,350.00, and authorize the General Manager to execute the agreement and any related documents on behalf of the District.

Background

DSK has been performing landscape architect services for the District under the original agreement approved for \$67,500 in June 2021. These services included: Coordinating and assisting the Civil Engineer with the site layout around the existing and two new buildings and the connecting areas with parking; Coordination with WVWD, Architect and other consultants on the project; Landscape construction cost estimate and bid services; and Landscape construction administration and observation for the Headquarters project as a whole. As construction progressed, it became necessary to amend the original scope and budget to address the Construction Administration and Observation portion of the project. An invoice has been submitted for July in the amount of \$9,550 which takes the total amount over the 10% contingency (\$6,750) and requires Board of Directors approval. To complete the remaining Landscape CA/CO work, DSK anticipates another \$3,800. Paying the July invoice and adding another \$3,800 would take the total contract amount to \$87,600.00. The Amended Agreement formalizes DSK's continued support throughout the remaining construction period. The revised scope and tasks are detailed in the attached Addendum No. 1

DSK will continue to perform services on a time and materials basis throughout the project, with an updated estimated total cost of \$87,600.00. Any services beyond the amended scope will be billed separately, contingent upon prior written approval from the District, and will follow DSK's original 2021 Fee Schedule.

Staff recommends the Board approve the Amended Agreement between Walnut Valley Water District (WVWD) and DSK Landscape Architects (DSK) to continue providing landscape architect services associated with the construction of the entire WVWD Headquarters project.

Attachment:
Addendum #1 – DSK Landscape Architects

Addendum #1 to the Original FEE SCHEDULE – 8/14/25

DSK is requesting this addendum since the project progress and changes have made it necessary to incur more time in the CA & CO portion of the project.

The landscape architectural service for CA & CO portion will be provided as requested on an hourly basis below beyond the original contract amount below:

***The original Construction Admin. & Observation was \$6,500 and these services have exceeded due to project progress and changes, as additional time has been required for CA & CO services for the project.**

To date, total amount of CA & CO portion so far has exceeded the original scope by \$9,550. It is estimated that an additional \$3,800 will be required to complete the new District Headquarters building CA & CO services through the final inspection, following installation of the Landscape and Irrigation system.

***This results in a total addendum request of \$13, 350 beyond the original contract amount.**

DSK proposes NOT to exceed amount of \$3,800 for the remainder of the HQ BUILDING CA& CO services.

Payment Schedule: As performed and billed on monthly basis.

****Construction administration and observation will be billed at an hourly rate quoted below as requested by the WVWD.**

**** (DSK will still keep the hourly rate from 2021, and not increase to current rate)**

Principal**	\$200
Project manager**	\$125
Landscape designer/Technical staff**	\$ 90
Clerical**	\$ 50

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager/Chief Engineer
SUBMITTED BY: Assistant General Manager
DATE: August 21, 2025
SUBJECT: Approve Additional Service Requests with La Cañada Design Group for the District Headquarters Projects Phase 1 and 2 (P.N. 19-3569-0 and 19-3569-2)

☒ Action/Discussion ☒ Fiscal Impact ☐ Resolution ☐ Information Only

Recommendation

The Board of Directors ratify Additional Service Requests Nos. 7-11 with La Cañada Design Group, Inc. for various additional architectural design services related to the District's Administration Building Phase 1 and Operations and Maintenance Building Phase 2 Project for an amount not-to-exceed \$212,923.

Background

On January 18, 2022, Walnut Valley Water District awarded a Professional Consultant Services Agreement with La Cañada Design Group (LCDG) to provide architectural design services for the new Administration Building (Phase 1) and remodeled Operations and Maintenance Building (Phase 2) in the amount of \$699,630.

Over the course of the design and construction of Phase 1, several change orders (also referred to as Additional Service Requests or "ASR") have been issued to account for owner issued design changes or unanticipated design work. Under the District's Purchasing and Procurement Policy, the General Manager has authorization to approve change orders up to 10% of the original contract amount or \$50,000, whichever is less. LCDG's original contract amount is \$699,630. Adding \$50,000 in contingency, the total amount authorized to spend under their Agreement is \$749,630.

To-date, twelve ASRs have been issued to the district:

ASR No. 1 – Admin Bldg Seismic Upgrade	\$21,400.00
ASR No. 2 – FFE Services	VOIDED
ASR No. 3 – O&M Bldg As-Built Drawings	\$8,015.83
ASR No. 4 – Emergency Generator	\$12,830.00
ASR No. 5 – Footing Redesign	\$4,200.00
ASR No. 6 – O&M Bldg Civil Work	VOIDED
ASR No. 7 – Structural Wall Opening/Mezzanine	\$12,400.00
ASR No. 8 – Waterproofing	\$9,005.00
ASR No. 9 –Mech & Elec in O&M Warehouse, Repair Shop, and Lab	\$14,100.00
ASR No. 10 – Generator Pad Structural Design	\$4,170.00
ASR No. 11 – Extended Services	\$173,248.00
ASR No. 12 – O&M CD Revisions	PENDING

ASR Nos. 1, 3, 4, and 5 have been paid through contingency. ASR Nos. 7-11 have been approved/paid, but require Board of Director's ratification.

These ASRs are further described below:

ASR No. 7 Structural Wall Opening/Mezzanine

This scope provided additional services to redesign the structural support for the large opening at the existing tilt-up party walls and mezzanine column for Phase 1. For construction schedule time savings and cost savings, it was requested by the District to redesign concrete columns and beams.

ASR No. 8 Waterproofing

This scope provided additional waterproofing solution to the building envelope in coordination with the waterproofing consultant, D7. LCDG coordinated with D7 to incorporate the rainwater infiltration remedial solution in the architectural drawings.

ASR No. 9 Upgrading Mechanical and Electrical in O&M Warehouse, Repair Shop, and Lab

During design, the District requested additional mechanical and electrical upgrades to the O&M Building, specifically in the Warehouse, Repair Shop, and Laboratory. The scope of work included critical upgrade and modifications to the existing mechanical and electrical systems to enhance functionality and compliance with current standards. LCDG provided a revised mechanical design for the new HVAC system in the laboratory, a revised lighting plan, and a revised power plan.

ASR No. 10 Structural Design for Emergency Power Generator Pad

The District requested design for an emergency power generator for the new Administration Building. The scope of work included designing a concrete pad for the generator, anchorage, revising the construction documents, and providing drawings and calculations for the Los Angeles County plan check.

ASR No. 11 Extended Construction Administration Services

LCDG's original projection for construction of Phase 1 was 10 months, based on the project scope in the District's Request for Proposals (RFP). Due to circumstances beyond the control of the District or LCDG, Los Angeles County (LAC), who is the permit issuer for the Project, delayed issuing the permit for construction for nearly 9 months. In addition, many of the change orders for DPR that were processed were based on District requests for added scope (i.e. Emergency Generator Power, Carrying the Builders Risk Policy, Building Plan Check Corrections, Roof Strengthening/Waterproofing, Structural Foundation Design based on Soils Exploration). These added efforts and time delays were not contemplated in the original proposal from LCDG. The current schedule adds another 12-13 months, for a total of 19-20 months. LCDG is spending approximately 16-20 hours per week on the Project and has assumed continued involvement at this level. ASR No. 11 provides extended construction administration services for the duration of the construction, currently scheduled to be completed in February 2026. It should be noted that LCDG provided a 25% fee discount (totaling \$60,000) from their original proposed fee of \$233,248 to the new total of \$173,248.

The original contingency amount of \$50,000 covers ASR Nos. 1, 3, 4, and 5, with approximately \$3,500 remaining. Staff is requesting the Board of Directors ratify approval of ASR Nos. 7-11 totaling an additional \$212,923.

Additional funds for this amendment will be taken from the 2024 Project Revenue Bond.

Attachments:
ASR Nos. 7-11

June 26, 2024

Sheryl Shaw
General Manager
Walnut Valley Water District

Project: **WVWD Headquarters Remodel Project**
Project No: **667.1**
Subject: **Additional Service Request No. 7 – Redesign of Large Wall Opening Concrete Framing and Mezzanine Foundation**

Dear Sheryl,

The following Additional Service Request proposal is to provide additional service to redesign the structural support for the large opening at the existing tilt-up party walls and mezzanine column for the WVWD administration project.

Background and Description

At a meeting with the construction team on 06/13, alternative approaches for the large wall opening concrete framing and mezzanine structure were discussed. For the construction schedule and cost efficiency, it was requested to redesign concrete columns and beams at a large opening and mezzanine column footing.

Scope of Service

Architectural [LCDG]:

- Coordinate with the structural engineer.
- Revise Mezzanine Floor background plans
- Coordinate AHJ for supplemental plan check.

Structural [B&J]: The proposed additional service will include;

- Redesign concrete columns and beams at a large opening providing circulation between buildings. Column and Header Beam will be moved outboard of the existing concrete tilt-up walls to allow construction of new members prior to saw-cutting and removal of the new opening.
- Redesign mezzanine column footings at gridline As and 1.2. Footings will be shifted to eccentric footing so they will be interior to the building.
- Raise the mezzanine top of steel and redesign the mezzanine lateral force-resisting system and foundations.
- Update construction documents and calculations with revised.
- Provide drawings and calculations for the supplemental plan check

Cost of Services

LCDG will provide the above scope of services for a Stipulated Sum of **\$12,400.00**, to be invoiced monthly on a percent complete basis. See the enclosed Exhibit A for a breakdown of costs by discipline and consultant's proposal.

Terms and Conditions: The Terms & Conditions are in conformance with the Agreement between WVWD and LCDG dated 1/18/2022.


Please contact me or Warren Yoo if you have any questions or need clarifications/adjustments to our proposal. Please sign and return a copy of this proposal at your earliest convenience with receipt of the notice to proceed, we are prepared to begin work immediately.

Sincerely,

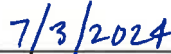


Kevin O'Brien, President
for La Cañada Design Group
C23472

Accepted:



Sheryl Shaw
for Walnut Valley Water District (WVWD)



Date

Encl: - Exhibit A: A-E Fee Summary
- Consultant Proposal

Walnut Valley Water District
District Administration Building Remodeling - Phase 1
Additional Services Request No. 7 - Redesign of Large Wall Opening
Concrete Framing and Mezzanine Foundation

ASR Task Item	Architectural LCDG	Structural B&J	Total
Redesign Wall Opening & Mezzanine Structure	\$1,900.00	\$10,500.00	\$12,400.00
LCDG Administration & Coordination Project Manager: 10 hours @ \$190			
Total	\$1,900.00	\$10,500.00	\$12,400.00



Authorization Request for Supplemental Structural Engineering Services

PROJECT: WVWD HQ Remodeling Project **B&J NO.:** S22-0060
ADD. SERVICE NO.: 3

DESCRIPTION: Redesign of Large Wall Opening Concrete Framing and Mezzanine Revisions

REQUESTED BY: Warren Yoo, warren@lcdg.com **DATE:** 6/25/2024

AGREEMENT REFERENCE DATA – Brandow & Johnston Proposal dated 09/08/2021

DESCRIPTION OF ADDITIONAL ENGINEERING SERVICES:

Brandow & Johnston requests authorization to proceed with additional structural engineering services, revised scope of service and/or reimbursable expenses as follows:

1. Redesign concrete columns and beams at large opening providing circulation between buildings. Columns and header beam will be moved outboard of existing wall to allow construction of new members prior to sawcutting and removal of the new opening.
2. Redesign mezzanine column footings at gridlines Aa and 1.2. Footings will be shifted to eccentric footings so they will be interior to the building.
3. Raise mezzanine top of steel and redesign mezzanine lateral force resisting system and foundations.
4. Update construction documents and calculations with revisions.
5. Provide drawings and calculations for Los Angeles County plan check.

ENGINEERING FEE: For the scope of services described above, our engineering fee is:

Construction Documents Phase	\$ 10,500.00
TOTAL	\$10,500.00

This is a lump sum fee. Since the fee amount listed below is an estimate only, we will request authorization of additional fee should it be found necessary to complete the tasks you request.

BRANDOW & JOHNSTON (B&J HBK, Inc.)
A California Corporation

Client: Approved and accepted in accordance with the general terms of agreement
LCDG
630 N. Rosemead Blvd., Suite 400
Pasadena, CA 91107

By: _____
Kim Carvalho, SE 4896
Vice President

By: Kim Carvalho

06/25/2024

Date

CLIENT, PLEASE RETURN ONE SIGNED COPY OF AGREEMENT AS AUTHORIZATION TO PROCEED.

BRANDOW & JOHNSTON
Structural & Civil Engineers

700 South Flower Street, Suite 1200, Los Angeles, CA 90017 T 213 596 4500
3300 Irvine Avenue, Suite 245, Newport Beach, CA 92660 T 949 862-8500

August 30, 2024

Sheryl Shaw
General Manager
Walnut Valley Water District

Project: **WVWD Administration Building Remodel Project**
Project No: **667.1**
Subject: **Additional Service Request No. 8 - Waterproofing**

Dear Sheryl,

The following Additional Service Request proposal is to provide additional waterproofing details for the WVWD administration building remodel project.

Background and Description

During the project Construction Document (CD) phase progress meeting, the need for providing the additional waterproofing solution to the building envelope for the Administration building was discussed. On 08/01/2024, LCDG had a meeting with the waterproofing consultant D7 to review the project and it was decided that additional waterproofing details were needed.

Scope of Services

LCDG will coordinate with the WVWD's waterproofing consultant to incorporate the rainwater infiltration remedial solution into the architectural drawing. The proposed additional service for the waterproofing for the Administration building remodel project is listed below;

- Coordinate with the waterproofing consultant.
- Review the detail suggestions provided by D7
- Revise architectural drawings incorporating D7 suggestions.

Schedule


The intent is that these services will run concurrently with the ongoing schedule at the construction phase of the project. We anticipate revised drawings can be provided in 2 weeks.

Cost of Services

LCDG will provide the above scope of services for a Stipulated Sum of **\$9,005.00**, to be invoiced monthly on a percent complete basis. See the enclosed Exhibit A for LCDG's detailed estimate of costs by task and labor category.

Terms and Conditions: The Terms & Conditions are in conformance with the Agreement between WVWD and LCDG dated 1/18/2022.

Sincerely,



Kevin O'Brien, President
for La Cañada Design Group
C23472

Accepted:



Sheryl Shaw
for Walnut Valley Water District (WVWD)

9/3/2024
Date

Encl: - Exhibit A; LCDG Fee Summary for Add Service

August 30, 2024

Sheryl Shaw
General Manager
Walnut Valley Water District

Project: **WVWD Operations & Maintenance (O&M) Building Remodel Project**
Project No: **667.2**
Subject: **Additional Service Request No. 9 –Upgrading of Mechanical & Electrical for the Warehouse, Repair Shop, and Water Testing Lab.**

Dear Sheryl,

The following Additional Service Request proposal is to provide additional service to upgrade the existing Mechanical and Electrical for the Warehouse, Repair Shop, and Water Testing Lab for the WVWD Operations & Maintenance (O&M) building remodel project.

Background and Description

During the Construction Document phase, additional Mechanical and Electrical upgrades were identified and required by the users for the areas that were excluded from the WVWD O&M building remodeling project. This proposal is to provide additional services for the Warehouse, Repair Shop, and Water Testing Lab. The scope of work includes critical upgrades and modifications to the existing mechanical and electrical systems to enhance functionality and compliance with current standards.

Scope of Service

Architectural [LCDG]:

- Coordinate with the Mechanical & Electrical engineer.
- Revise background plans
- Coordinate with AHJ for the plan check.

Mechanical & Electrical [Budlong]: The proposed additional service will include;

- Provide the revised mechanical design for the new ventilation systems in the Warehouse & Repair Shop
- Provide the revised mechanical design for the new HVAC system in the Water Testing Lab.
- Provide the revised electrical lighting plan.
- Provide the revised electrical power plan

Cost of Services

LCDG will provide the above scope of services for a Stipulated Sum of **\$14,100.00**, to be invoiced monthly on a percent complete basis. See the enclosed Exhibit A for a breakdown of costs by discipline and consultant's proposal.

Terms and Conditions: The Terms & Conditions are in conformance with the Agreement between WVWD and LCDG dated 1/18/2022.

Please contact me or Warren Yoo if you have any questions or need clarifications/adjustments to our proposal. Please sign and return a copy of this proposal at your earliest convenience, with receipt of the notice to proceed, we are prepared to begin work immediately.

Sincerely,



Kevin O'Brien, President
for La Cañada Design Group
C23472

Accepted:



Sheryl Shaw
for Walnut Valley Water District (WVWD)



Date

Encl: - Exhibit A: A-E Fee Summary
- Consultant Proposal

Walnut Valley Water District
Operation & Maintenance Building Remodeling - Phase 2
Additional Service Request No. 9 –Upgrading of Mechanical & Electrical
for the Warehouse, Repair Shop, and Water Testing Lab

ASR 9 Task Item	Architectural LCDG	Mech & Elec Budlong	Total
Mechanical & Electrical Upgrading	\$1,900.00	\$12,200.00	\$14,100.00
LCDG Administration & Coordination Project Manager: 10 hours @ \$190			
Total	\$1,900.00	\$12,200.00	\$14,100.00

August 23, 2024

Budlong Number: P21-251.C2.R1

Kevin O'Brien AIA LEED AP, Principal

LCDG

630 N Rosemead Blvd, Ste. 400

Pasadena CA 91107

lcdg.com

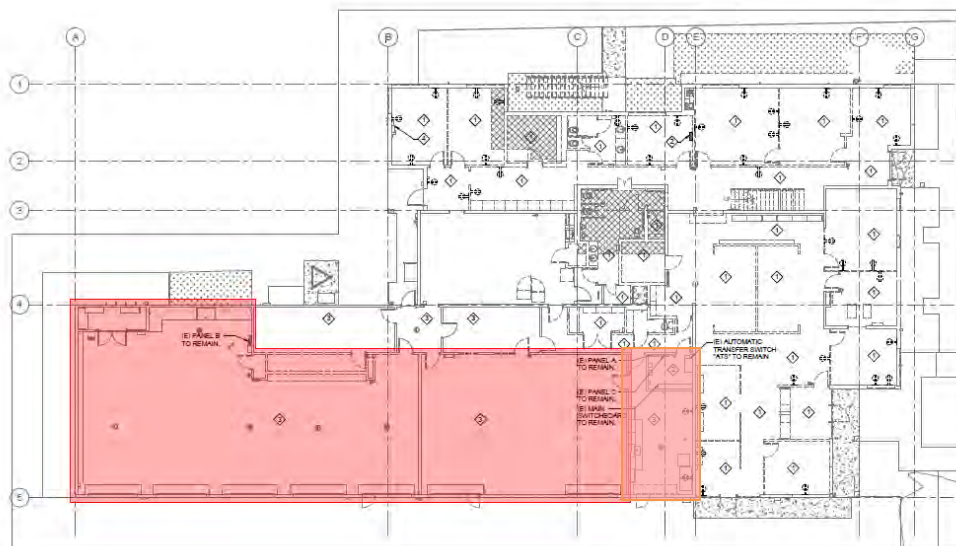
Reference: Walnut Valley Water District (WVWD) Headquarters Facility – M&O Building – Repair Shop, Warehouse & Water Testing Lab Renovation Related Additional Mechanical & Electrical Design Engineering Services Revised Fee Proposal

Budlong is pleased to submit this revised fee proposal to provide additional Mechanical and Electrical Design engineering services for the references project per the request provided on July 29, 2024. This fee proposal has been revised to include the updated scope of work given by LCDG/WVWD.

PROJECT DESCRIPTION:

This proposal outlines the additional services required for the West Valley Water District's Operation and Maintenance (O&M) Building project. The scope of work includes critical upgrades and modifications to the existing Mechanical and Electrical systems to enhance functionality and compliance with current standards. **The main objective of this additional scope of work is as follows:**

1. Repair Shop needs to have a ventilation system. (No AC or Heating required).
2. Warehouse needs to have a ventilation system. (No AC or Heating required).
3. New HVAC system is required for the Water Testing lab.
4. Provide Electrical design for all new Ventilation and HVAC equipments for the above listed scope of work.



ADDITIONAL MECHANICAL & ELECTRICAL DESIGN ENGINEERING SCOPE OF SERVICES:

A. Mechanical Engineering:

1. Field Observation:
 - a. Conduct a comprehensive survey of the building and the areas impacted by the scope of work.
 - b. Confirm the existing HVAC system installations and conditions with building representatives.
 - c. Review as-built drawings provided by the owner to validate existing installations.

2. Load Calculation:
 - a. Perform detailed load calculations for cooling and heating requirements, considering the building envelope, internal loads, equipment, occupancy, and other heat-producing elements.
3. Construction Documents:
 - a. Develop a final for the new HVAC system.
 - b. Present the schematic to the client for review and approval.
 - c. Coordinate with other trades to determine equipment locations and integrate new electrical loads.
 - d. Provide a complete mechanical design for a cost-effective HVAC system in adherence to applicable codes and local jurisdictional requirements.
 - e. Prepare detailed drawings and specifications for the new HVAC system.
 - f. Prepare Title 24 performance method documentation to ensure compliance with California's energy standards.

B. Electrical Engineering:

1. Lighting System Upgrades:
 - a. Demolish existing lighting fixtures and replace with new fixtures, including dimmers and advanced lighting controls.
 - b. Perform Title 24 calculations for lighting systems.
 - c. Provide photometric calculations for both normal and emergency lighting.
2. Power Distribution:
 - a. Remove existing power feeds to equipment and machines; provide new wiring as required.
 - b. Conduct a site survey to gather existing conditions and ensure compatibility with remaining equipment.
3. New Equipment Power Supply:
 - a. Provide power for newly added equipment supplied by the district.
 - b. Extend power to new mechanical AC units.
4. Panelboard Replacement:
 - a. Remove existing panelboards and replace with new panelboards tailored to the equipment and machines.
5. Feeder and Load Calculations:
 - a. Install new feeders to the new panelboards.
 - b. Adjust electrical load calculations and balance the main service accordingly.

MISCELLANEOUS/GENERAL ITEMS:

1. Meetings – meeting will be provided on Zoom, Teams, or other video meeting systems. In person meetings will be provided upon request (travel expenses will be provided as reimbursables).
2. County of Los Angeles Department of Building and Safety Plan Check. Submittal and backcheck for final approval will be by Architect.

EXCLUSIONS:

1. Plumbing Engineering Design.
2. Grease interceptor or grease hoods.
3. Plan check, permit or other agency fees.
4. Solar Design, Photovoltaic Design, Net Zero or Well Building.
5. Generator, UPS, Fire Pump, Domestic Booster Pump.
6. DAS system.
7. Telecommunication router and switches (provided by owner IT).
8. Solar thermal and PV for Electrical systems.
9. Acoustics design, energy modeling, savings by design, existing utilities modifications, studies, encroachment permits process (by Civil), cost estimates, commissioning, value engineering, methane mitigation, as-builts, and revisions to drawings after design development.
10. Lighting design (selection and placement of light fixtures) is by others. Budlong will assist the architect or owner on selection if required.

COMPENSATION:

We propose to provide the above listed additional Mechanical and Electrical engineering design services for a fixed as listed below:

Discipline	Man-Hours	Fee
1. Mechanical Engineering	39 hours	\$7,800
2. Electrical Engineering	22 hours	\$4,400
Total Additional Mechanical and Electrical Engineering Services Fee		\$12,200

Please review and sign below to indicate your acceptance and return a copy of this proposal. Thank you for this exciting opportunity.

Sincerely, Submitted by
Budlong



Sunil Patel, PE, LEED AP, CxA, CEO | President

Accepted by LCDG:

Signature _____

Name _____

Title _____

Date _____

Cc: • Felix Gomez, Director of Design
• Sergio Montes, MEP Project Manager

TERMS OF CONDITIONS

1. Hourly Rates:

If Budlong is asked to perform services which are outside the Scope of Work, or if you change the Scope of Work, including changes in size, quality, complexity, and schedule, then any work performed by Budlong as a result of such request or change will be billed to you either upon a mutually agreeable increase in the basic fee, or upon a time and materials basis. Budlong current hourly billing rates are as follows:

CLASSIFICATIONS	HOURLY RATE
Principal	\$230
Project Manager/Sr. Engineer/Sr. Designer	\$210
Designer	\$200
BIM / Revit	\$165
CAD	\$150
Administrative	\$100
Commissioning (Cx)	\$205

The Rates are subject to general revision by 01/01/2025.

Unless noted otherwise, extra services include but are not limited to the following: tenant improvement work; anchorage of other non-MEP equipment; exterior elements such as fountains, signs, light poles, flagpoles, site walls, and retaining walls; non-bearing exterior cladding; non-bearing interior partitions; design-build stairs; pre-engineered joists and trusses; creating book specifications; value engineering services after completion of the permit submittal package; preparing documents for alternate bids; preparing documents for multiple building permit packages; responding to owner retained peer review comments; attending additional meetings beyond the scope of the MEP system; designing and detailing repairs for defective construction; and preparing record drawings during or after construction.

2. Limitation of Liability:

Budlong liability to Client in the event of Budlong's negligence, errors, omissions, strict liability, or breach of contract, with respect to the project or this agreement, shall not exceed the amount of insurance available under the Budlong's errors and omissions policy or policies which cover such events. Client agrees that it will not bring a lawsuit or claim against individual employees, officers, or directors of Budlong and that Client's sole remedies under this contract shall be against Budlong.

3. Use of Budlong Documents:

The drawings, specifications, calculations, and other documents, including those in electronic form, produced by Budlong under this agreement are for use solely with respect to the Project. Budlong shall be deemed the owner of these documents and shall retain all common law, statutory and other reserved rights, including copyright. Upon the execution of this agreement, Budlong grants to the Client a nonexclusive license to reproduce such Budlong documents for the purpose of constructing, maintaining or using the Project. Any termination of this agreement prior to completion of the Project, or any failure of Client to pay Budlong for their services, shall terminate this license. Client shall not use the Budlong documents for any future additions or alterations to the Project without written permission of Budlong. Any unauthorized use of Budlong documents **shall be at Client's sole risk and without liability to Budlong.**

4. Suspension; Termination:

- i. Suspension. If the project is suspended by Client (or the owner of the Project) for more than 30 days, Client shall compensate Budlong for all services performed by Budlong prior to such suspension. When the project is resumed, Budlong shall be compensated for expenses incurred in the interruption **and resumption of Budlong, Inc.'s services. Budlong, Inc.'s fees for the remaining services shall be**

equitably adjusted. If the suspension continues for more than 90 days, Budlong may terminate this agreement by not less than 7 days' notice.

- ii. **Budlong, Inc.'s Right to Suspend Work upon Non-Payment.** If any Budlong invoice is not paid within 60 days, Budlong shall have the right to suspend work on the project until payment on such invoice is received, and Budlong shall have no liability for any damage, cost, fine or penalty due to delay in the Project caused by such suspension.
- iii. **Termination for Convenience.** Client may, upon no less than 7 days' written notice, terminate this agreement for the convenience of the Client without cause.
- iv. **Terminate for Cause.** Either party may terminate this agreement on not less than 7 days' written notice if the other party fails to perform its obligations under this agreement.
- v. **Payment upon Termination.** In the event of a Termination for Convenience or other termination not the fault of Budlong, Inc., Client shall pay Budlong for all services performed prior to termination, plus expenses incurred in demobilizing, plus a termination fee equal to Budlong, Inc.'s anticipated but unrealized profit as of the date of termination. If you agree to the above, please send a signed copy of this agreement to Budlong, Inc., as notice to proceed.

5. Charge for Late Payments:

Invoices which are not paid within 45 days of the due date will bear a service charge of 1.5% per month, compounded, with charges accrued from the due date.

6. **Attorney's Fees:**

In the event that legal action is necessary to enforce the payment terms of this agreement, the Consultant shall be entitled to collect from the client any judgment or settlement sums due plus reasonable attorney's fees, court costs and other expenses incurred by Consultant for such collection action and, in addition, the reasonable value of the Consultant's time and expenses spent for such collection action, computed according to the Consultant's prevailing fee schedule and expense policies

October 28, 2024

Sheryl Shaw
General Manager
Walnut Valley Water District

Project: **WVWD Administration Building Remodel Project**
Project No: **667.1**
Subject: **ASR No.10 – Structural Design for Emergency Power Generator Pad**

Dear Sheryl,

The following Additional Service Request proposal is to provide additional service to design the emergency generator pad for the WVWD administration project.

Background and Description

During the Construction Administration phase, an Emergency Power Generator for the administration building was discussed in an OAC meeting with the WVWD and it was decided that it is necessary to provide a design for the emergency power generator. An additional Structural Design is required.

Scope of Service

Architectural [LCDG]:

- Coordinate with the structural engineer for the pad design.

Structural [B&J]:

- Design a concrete housekeeping pad for the proposed emergency generator.
- Design anchorage of proposed emergency generator to housekeeping pad.
- Revise construction documents to include the above-mentioned design items.
- Provide drawings and calculations for the Los Angeles County plan check.

Cost of Services

LCDG will provide the above scope of services for the Stipulated Sum of **\$4,170.00**, to be invoiced monthly on a percent complete basis. The consultant's proposal is also enclosed for your review.

Terms and Conditions: The Terms & Conditions are in conformance with the Agreement between WVWD and LCDG dated 1/18/2022.

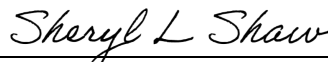
Please contact me or Warren Yoo if you have any questions or need clarifications/adjustments to our proposal. Please sign and return a copy of this proposal at your earliest convenience with receipt of the notice to proceed, we are prepared to begin work immediately..

Sincerely,



Kevin O'Brien, President
for La Cañada Design Group

Accepted:



Sheryl Shaw
for Walnut Valley Water District (WVWD)

02/03/2025

Date

Encl: - Exhibit A: A-E Fee Summary
- Consultant Proposal

**Walnut Valley Water District
District Administration Building Remodeling - Phase 1
Additional Services Request No. 10 - Structural Design for Emergency
Power Generator Pad**

A-E Fee Summary

ASR Task Item	Architectural LCDG	Structural B&J	Total
Construction Documents Phase	\$570.00	\$3,600.00	\$4,170.00
LCDG Administration & Coordination Project Manager: 3 hours @ \$190			
Total	\$570.00	\$3,600.00	\$4,170.00



Authorization Request for Supplemental Structural Engineering Services

PROJECT: WWVD HQ Remodeling Project **B&J NO.:** S22-0060
ADD. SERVICE NO.: 4

DESCRIPTION: Design of Housekeeping Pad for Emergency Generator

REQUESTED BY: Warren Yoo, warren@lcdg.com **DATE:** 10/26/2024

AGREEMENT REFERENCE DATA – Brandow & Johnston Proposal dated 09/08/2021

DESCRIPTION OF ADDITIONAL ENGINEERING SERVICES:

Brandow & Johnston requests authorization to proceed with additional structural engineering services, revised scope of service and/or reimbursable expenses as follows:

1. Design concrete housekeeping pad for proposed emergency generator. Emergency generator is a 400kw Cat C13 Diesel Generator with a dry weight of approximately 3,825 lb. Cut sheets including dimensions and operating weight to be provided by architect.
2. Design anchorage of proposed emergency generator to housekeeping pad.
3. Revise construction documents to include above mentioned design items.
4. Provide drawings and calculations for Los Angeles County plan check.

ENGINEERING FEE: For the scope of services described above, our engineering fee is:

Construction Documents Phase	\$ 3,600.00
TOTAL	\$3,600.00

This is a lump sum fee. Since the fee amount listed below is an estimate only, we will request authorization of additional fee should it be found necessary to complete the tasks you request.

BRANDOW & JOHNSTON (B&J HBK, Inc.)
A California Corporation

Client: Approved and accepted in accordance
with the general terms of agreement
LCDG
630 N. Rosemead Blvd., Suite 400
Pasadena, CA 91107

By: Kim Carvalho
Kim Carvalho, SE 4896
Vice President

By: _____

Date

CLIENT, PLEASE RETURN ONE SIGNED COPY OF AGREEMENT AS AUTHORIZATION TO PROCEED.

February 26, 2025

Sheryl Shaw
General Manager
Walnut Valley Water District

Project: **WVWD Headquarters Remodel Project**
Project No: **667.1**
Subject: **Additional Service Request No.11 – Extended CA Services**

Dear Sherry,

The following Additional Service Request proposal is to provide Extended Construction Administration (CA) Services for the WVWD Administration Building project.

Background and Description

To date our team has spent 533 hours on CA through January 15, 2025. This effort is highly disproportionate to our anticipated effort from our original September 2021 proposal, as shown below:

Original CA Fee:	\$56,680.00
Total effort value through 1/15/25:	\$92,648.75
Total billed though 1/15/25:	\$14,170.00 [CA @ 25% estimated completion]
Cost overrun:	(\$78,478.75)

Our original projection for the construction duration was 10 months, based on the projected scope from the RFP. Construction began at the end of June 2024, and has been going for approximately 7 months so far. Per DPR's latest schedule, construction is projected to continue for another 12-13 months, for a total of 19-20 months – nearly twice as long as originally anticipated. As we all are aware, there are several reasons for the delays in permitting and construction out of our control.

We are currently spending about 16-20 hours a week on the project. Assuming our continued involvement at this level is expected to continue, we propose to establish an extended CA lump sum fee for the remaining CA services.

There are currently 250 RFIs to date; at this pace we expect the final RFI count to be approximately 500 total. There were 565 expected Submittals provided on a list to the team; we assume that these will be consolidated for efficiency to approximately 200 submittals total.

Scope of Services

The LCDG team will provide extended Construction Administration services for the duration of the scheduled construction, currently scheduled to be completed in February 2026. Closeout and Record Drawing services will remain unchanged.

Understandings and Assumptions

1. All Understandings and Assumptions from the primary proposal apply.

Cost of Services

LCDG will provide the above scope of services for the additional Stipulated Sum of **\$173,248.00**, to be invoiced monthly on a percent complete basis. This amount will be added to the amount already under contract. Please refer to the attachment A-1 for breakdown.

Cost Breakdown:

1. Proposed revised CA fee	\$289,928.00
2. <u>Original CA Fee</u>	<u>(\$56,680.00)</u>
3. Subtotal ASR-11	\$233,248.00
4. <u>Fee discount (25+%)</u>	<u>(\$60,000.00)</u>
5. Adjusted ASR-11 Fee	\$173,248.00

Terms and Conditions: The Terms & Conditions are in conformance with the Agreement between WVWD and LCDG dated 1/18/2022.

Please contact me if you have any questions or need clarifications/adjustments to our proposal. With the receipt of the notice to proceed, we are prepared to begin work immediately.

Sincerely,



Kevin O'Brien, President
for La Cañada Design Group, Inc.
C23472

Accepted:



Sheryl Shaw
for Walnut Valley Water District (WVWD)

3/18/2025
date

Encl: Exhibit A-1

WALNUT VALLEY WATER DISTRICT

2/26/2025

DISTRICT HEADQUARTERS FACILITY - PHASE 1

Administration Building / HQ

Additional Service Request No.11 - Extended CA Services

(ARCHITECTURAL) FEE SUMMARY - CONSTRUCTION ADMINISTRATION SERVICES

BASIC SERVICES LABOR:

Phase	Labor Category				Total
	Principal	Senior PM	Project Mgr	Job Captain	
Construction Administration [ASR11]	KO	RL	WY	AF	
Avg CA hours/wk [based on 7 month period thru Jan]	2.00	1.00	12.0	2.5	17.5
Construction duration anticipated = 20 months / 87 weeks					
TOTAL CA hours expected for 20 months per staff	174	87	1,044	218	1,523
Total hours	174	87	1,044	218	1,523
Labor rate	\$245	\$200	\$190	\$145	
Labor cost	\$42,630.00	\$17,400.00	\$198,360.00	\$31,538.00	\$289,928.00

Assumptions:

20 month construction duration [per DPR schedule]

Currently over 250 RFIs. At least 500 projected at this pace

565 submittals anticipated [per DPR submittal list]; assume that these can be consolidated to 200 submittals

Proposed Revised CA Fee total	\$289,928.00
Original CA Fee per proposal [under contract]	(\$56,680.00)
ASR-11 Extended CA Fee [unadjusted]	\$233,248.00

Fee discount [25+%]	(\$60,000.00)
Adjusted ASR-11 Fee	\$173,248.00

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager/Chief Engineer
SUBMITTED BY: Director of Engineering
DATE: August 21, 2025
SUBJECT: Approval of Amendments to the Professional Engineering Services Agreement with Civiltec Engineering, Inc. for the District Headquarter Projects (P.N. 19-3569-0 and 19-3569-1)

☒ **Action/Discussion**

☒ **Fiscal Impact**

☐ **Resolution**

☐ **Information Only**

Recommendation

The Board of Directors ratify the approval of Amendments to the Professional Engineering Services Agreement with Civiltec Engineering, Inc., (Civiltec) related to the District Headquarters projects, and authorize the General Manager to execute any related documents and contracts in a form acceptable to General Counsel.

Background

On September 21, 2020, the Board approved a Professional Engineering Services Agreement with Civiltec in the amount of \$98,830 for civil engineering work for the O & M Site Improvements Phase 2A project. Addendum No. 1 was issued on August 6, 2023, and approved by the General Manager, to which \$41,320 was added to the agreement for additional work related to Phase 2A.

Separately, on November 15, 2021, the Board of Directors approved a contract with La Canada Design Group (LCDG), for architectural plans and design specifications of the New District Headquarters Phase 1 project. As design work progressed, civil engineering services were required for LCDG's efforts. Civiltec was authorized by the General Manager under Addendum No. 2 on August 8, 2023, in the amount of \$28,580 to provide these services. Additionally, Addendums No. 3 and No. 4 were also completed for the Phase 1 project, for a total amount of \$43,870.

Although the engineering services for the Phase 1 and Phase 2A projects should have been managed under three separate agreements, they were instead added to the original Civiltec agreement. Civiltec has since completed additional work for the Phase 2A project under Addendums 1, 3, and 5. A total of five (5) addendums under the original agreement have been authorized and completed, and below is a description of each one

ADDENDUM NO.	DATE	AMOUNT		SCOPE OF WORK
		District Headquarters Phase 1	O & M Site Improvements Phase 2A	
1	8/6/2023	-	\$41,320.00	Added phasing layouts & electrical design, Incorporated storage bldg and fence & gate into plans
2	8/10/2023	\$28,580.00	-	LCDG Site Plan changes for HQ including customer parking, Civil Support for LCDG, Parking permit application, Covenant & Agreement for Lot Tie
3	3/27/2024	\$9,220.00	-	Plan changes/construction docs required for LA County permit for LID, demo plan, & horiz control.
		-	\$40,633.00	
4	6/14/2024	\$6,070.00	-	Utility plans for sewer & storm drain added to the incorporation of CBelow CAD Plans
5	5/6/2025	-	\$31,155.00	Plan revisions: landscape, electrical, lighting, additional underground revisions, spoils structure added, conduit duct bank, chamber redesign (permit), security gate changes, change in SWPPP level, bidding support for additional elements. Removed Phase 3 (credit).
SUBTOTAL		\$43,870.00	\$113,108.00	
TOTAL		\$156,978.00		

Addendums have exceeded 10% of the original contract amount of \$98,830. Civiltec will continue to perform services on a time and materials basis for the remainder of the project. Any services beyond the amended scope will be billed separately, contingent upon prior written approval from the Board, and will follow Civiltec's January 2025 Fee Schedule.

Engineering staff has reviewed all Addendums through the course of the project and have reduced the total by \$70,250 bringing the final amount to \$156,978. Staff recommends the Board of Directors ratify the approval of Amendments between the District and Civiltec and authorize the General Manager to execute any related documents and contracts in a form acceptable to General Counsel. Funds for this project will be provided from the 2024 Project Revenue Bond.