



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**  
Department of Public Works



**DATE:** February 14, 2012  
**BOARD MEETING DATE:** February 28, 2012  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors

**FROM:** James C. Porter, Director of Public Works

**SUBJECT:** Burlingame Hills Sewer Maintenance District and Emerald Lake Heights Sewer Maintenance District Closed Circuit Television Pipeline and Manhole Inspection Project – Project Nos. SB001 and SE001

**RECOMMENDATION:**

Acting as the governing board of the Burlingame Hills Sewer Maintenance District and the Emerald Lake Heights Sewer Maintenance District, adopt a Resolution:

1. Adopting the plans and specifications for the Burlingame Hills Sewer Maintenance District and Emerald Lake Heights Sewer Maintenance District Closed Circuit Television Pipeline and Manhole Inspection Project dated January 20, 2012, including conformance with prevailing wage scale requirements; and
2. Awarding and authorizing execution of an agreement with Coastline Water Resources, Inc., in the amount of \$111,942 for the entire work; and
3. Authorizing the Director of Public Works to execute subsequent change orders to grant time extensions for project completion and payment up to a maximum aggregate amount not to exceed \$11,188, or approximately 10% of the agreement amount.

**BACKGROUND:**

On January 23, 2007, your Board adopted Resolution No. 068509, which “streamlined” the bid process for non-controversial sewer inspection, maintenance and rehabilitation projects, and authorized the Director of Public Works to develop plans and specifications and to call for bids for the types of projects identified in said resolution.

**DISCUSSION:**

On June 25, 2009, the County of San Mateo and the Burlingame Hills Sewer Maintenance District (BHSMD) entered into a Consent Decree (Civil Case No. CV 08-03951 BZ) with the San Francisco Baykeeper (Baykeeper) subsequent to Baykeeper’s

allegations citing BHSMD system deficiencies and Clean Water Act violations. The Closed Circuit Television (CCTV) inspection of the BHSMD facilities is identified in the Consent Decree as one of the requirements to improve performance and capacity of sewer facilities that is stipulated to be completed by June 25, 2012.

On August 25, 2009, your Board adopted Resolution No. 070339, approving the Sewer System Management Plan (SSMP) for the ten County Sewer Maintenance and Sanitation Districts (Districts). Your Board also directed the Director of Public Works to implement the SSMP as necessary to comply with current regulatory requirements and best practices. Regular visual and CCTV inspections of manholes and sewer pipes in the Emerald Lake Heights Sewer Maintenance District (ELHSMD) is included in Element 4, "Operation and Maintenance Program," of the SSMP as part of a system for ranking the condition of sewer pipes and scheduling rehabilitation work.

CCTV inspections of BHSMD and ELHSMD sewer pipelines and manholes will use the National Association of Sewer Service Companies' pipeline and manhole assessment and certification programs. This project complies with the Consent Decree requirements for BHSMD, is part of the SSMP implementation plan for the Districts, and will provide the Districts with important information, including poor pipe condition and locations where extraneous storm or ground water may enter the system.

On February 13, 2012, bids were accepted for this project and subsequently referred to this office for checking and recommendation. The bid of Coastline Water Resources, Inc., 4009 Vista Park Court, Sacramento, CA, 95834 at \$111,942 was the lowest responsible bid received for the work. The Engineer's estimate was \$156,000. A summary of the bids received is attached as Exhibit "A".

Staff has reviewed the bid documents and has determined that the Equal Employment program submitted by Coastline Water Resources, Inc. is in accordance with the current Equal Employment Guidelines and that the Contractor complies with the equal benefits and jury duty pay provisions of the County ordinance code.

County Counsel has reviewed and approved the Resolution and Agreement as to form.

Approval of this action contributes to the Shared Vision 2025 outcome of a Healthy Community by inspecting the sanitary sewer infrastructure to identify future improvements for the benefit of the public and the environment.

**FISCAL IMPACT:**

The total estimated cost for this project is \$123,130, which includes authorization for up to \$11,188 in change orders as the work is bid on a unit basis. The contingency is used to pay the contractor for any unforeseen conditions not anticipated in the agreement documents.

The project is proposed to be financed with BHSMD and ELHSMD funds that have been allocated for this work. There is no impact to the General Fund.

Attachment: Exhibit "A" – Summary of Bids Received

# **EXHIBIT “A”**

## **SUMMARY OF BIDS RECEIVED**

**Burlingame Hills Sewer Maintenance District and  
Emerald Lake Heights Sewer Maintenance District  
Closed Circuit Television Pipeline and Manhole Inspection Project –  
Project Nos. SB001 and SE001**

	<b>Contractor Name</b>		<b>Bid Amount</b>
1.	Coastline Water Resources, Inc.	\$	111,942.00
2.	Houston & Harris PCS, Inc.	\$	156,000.00
3.	National Plant Services, Inc.	\$	177,391.00
4.	Advanced Pipeline Services, Inc.	\$	248,502.60
5.	Nor-Cal Pipeline Services	\$	342,020.00

RESOLUTION NO. \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
ACTING AS THE GOVERNING BOARD OF THE BURLINGAME HILLS SEWER  
MAINTENANCE DISTRICT AND THE EMERALD LAKE HEIGHTS SEWER  
MAINTENANCE DISTRICT**

\* \* \* \* \*

**RESOLUTION:**

- 1. ADOPTING THE PLANS AND SPECIFICATIONS FOR THE BURLINGAME  
HILLS SEWER MAINTENANCE DISTRICT AND THE EMERALD LAKE HEIGHTS  
SEWER MAINTENANCE DISTRICT CLOSED CIRCUIT TELEVISION PIPELINE  
AND MANHOLE INSPECTION PROJECT DATED JANUARY 20, 2012,  
INCLUDING CONFORMANCE WITH PREVAILING WAGE SCALE  
REQUIREMENTS; AND**
- 2. AWARDING AND AUTHORIZING EXECUTION OF AN AGREEMENT WITH  
COASTLINE WATER RESOURCES, INC., IN THE AMOUNT OF \$111,942 FOR  
THE ENTIRE WORK; AND**
- 3. AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO EXECUTE  
SUBSEQUENT CHANGE ORDERS TO GRANT TIME EXTENSIONS FOR  
PROJECT COMPLETION AND PAYMENT UP TO A MAXIMUM AGGREGATE  
AMOUNT NOT TO EXCEED \$11,188, OR  
APPROXIMATELY 10% OF THE AGREEMENT AMOUNT**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, acting as the governing board of the Burlingame Hills Sewer Maintenance District (BHSMD) and the Emerald Lake Heights Sewer Maintenance District (ELHSMD), also collectively referred to as the "Districts", that

**WHEREAS**, the County of San Mateo and the BHSMD entered into a Consent Decree (Civil Case No. CV 08-03951 BZ) with San Francisco Baykeeper (Baykeeper) on June 25, 2009, specifying that BHSMD undertake certain actions to improve performance and capacity of the sewer facilities. The Closed Circuit Television (CCTV) inspection of the BHSMD's facilities is identified as one of the actions to be completed by June 25, 2012; and

**WHEREAS**, regular visual and CCTV inspections of manholes and sewer pipes in the Emerald Lake Heights Sewer Maintenance District (ELHSMD) is included in Element 4, "Operation and Maintenance Program," of the Sewer System Maintenance Plan approved by the Board on August 25, 2009 as part of a system for ranking the condition of sewer pipes and scheduling rehabilitation work; and

**WHEREAS**, this Board of Supervisors did, on January 23, 2007, adopt Resolution No. 068509, which authorized the Director of Public Works to develop plans and specifications and to call for bids for non-controversial sewer inspection, maintenance and rehabilitation projects such as the Burlingame Hills Sewer Maintenance District and Emerald Lake Heights Sewer Maintenance District CCTV Pipeline and Manhole Inspection Project; and

**WHEREAS**, plans and specifications, dated January 20, 2012, were prepared and approved by the Director of Public Works for the Burlingame Hills Sewer Maintenance District and Emerald Lake Heights Sewer Maintenance District CCTV Pipeline and Manhole Inspection Project; and

**WHEREAS**, a schedule of prevailing wage scales for each craft or type of workman needed to execute these plans and specifications in the locality in which said work is to be performed has been established by the Department of Industrial Relations and has been referred to in said plans and specifications; and

**WHEREAS**, the Department of Public Works did issue a call for sealed proposals to be received at the office of the County Manager / Clerk of the Board of Supervisors, Hall of Justice and Records, 400 County Center, Redwood City, California, until the hour of 2:30 p.m., Monday, February 13, 2012; and

**WHEREAS**, the Department of Public Works did cause the notice inviting sealed proposals to be published two (2) times in the Independent Newspaper Group, a newspaper printed and published in this County, and obtained an affidavit of said publication; and

**WHEREAS**, the Clerk of this Board of Supervisors did, in public on February 13, 2012 at 2:30 p.m., open and examine all sealed proposals that were received in the specified time for the doing of the work referred to in said plans and specifications; and

**WHEREAS**, this Board of Supervisors has caused an analysis of said proposals to be made by the Director of Public Works of the County of San Mateo, and has, in open session, fully reviewed and considered said proposals and the analysis thereof; and

**WHEREAS**, the lowest responsible bid was submitted by Coastline Water Resources, Inc., in the amount of One Hundred Eleven Thousand Nine Hundred Forty-Two and No/100 Dollars (\$111,942) based on an estimate of the amount of work to be done.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** as follows: 

1. The plans and specifications dated January 20, 2012 for the aforesaid project are hereby approved and are adopted as the plans and specifications to be adhered to in letting and performing the work under a contract for said inspections.
2. It is to the best interest of the Districts to award the agreement for the Burlingame Hills Sewer Maintenance District and Emerald Lake Heights Sewer Maintenance District Closed Circuit Television Pipeline and Manhole Inspection Project to:

Coastline Water Resources, Inc.  
4009 Vista Park Court  
Sacramento, CA 95834

3. The Districts shall enter into a written agreement with Coastline Water Resources, Inc., for the completion of said work as required by the plans and specifications, as hereinbefore mentioned, which plans and specifications are on file in the office of the Director of Public Works of the County of San Mateo.
4. The President of this Board of Supervisors shall be, and is hereby, authorized and directed to enter into an agreement with Coastline Water Resources, Inc., for the doing of said work described herein, subject to the Department of Public Works' receipt and approval of the Faithful Performance Surety Bond ("Performance Bond") and the Labor and Materials Surety Bond ("Payment Bond") required to be posted by said Contractor with the County of San Mateo in connection therewith.

5. The Director of Public Works is hereby authorized to execute change orders related to the said work for time extensions and payment not exceeding \$11,188 in aggregate.
6. All payments to the Contractor shall be in accordance with the Plans and Specifications, and other agreement documents. Aggregate payment to the Contractor shall not exceed One Hundred Twenty-Three Thousand One Hundred Thirty and No/100 Dollars (\$123,130) without this Board's approval.
7. The Clerk of the Board of Supervisors, County of San Mateo, is hereby authorized and directed to attest the signature of the President of this Board of Supervisors to said written agreement.

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