

OTAY WATER DISTRICT  
ENGINEERING, OPERATIONS & WATER RESOURCES COMMITTEE MEETING  
and  
SPECIAL MEETING OF THE BOARD OF DIRECTORS

2554 SWEETWATER SPRINGS BOULEVARD  
SPRING VALLEY, CALIFORNIA  
Board Room

**Thursday**  
**October 15, 2009**  
**11:30 A.M.**

This is a District Committee meeting. This meeting is being posted as a special meeting in order to comply with the Brown Act (Government Code Section §54954.2) in the event that a quorum of the Board is present. Items will be deliberated, however, no formal board actions will be taken at this meeting. The committee makes recommendations to the full board for its consideration and formal action.

**AGENDA**

1. ROLL CALL
2. PUBLIC PARTICIPATION – OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO SPEAK TO THE BOARD ON ANY SUBJECT MATTER WITHIN THE BOARD'S JURISDICTION BUT NOT AN ITEM ON TODAY'S AGENDA

**INFORMATION / ACTION ITEMS**

3. APPROVE A PROFESSIONAL CORROSION SERVICES AGREEMENT WITH SCHIFF ASSOCIATES FOR FISCAL YEARS 2010 AND 2011 (ENDING JUNE 30, 2011) FOR THE CATHODIC PROTECTION PROGRAM IN AN AMOUNT NOT-TO-EXCEED \$250,000 (KENNEDY) [10 minutes]
4. UPDATE REPORT REGARDING THE PREPARATION OF THE DISTRICT'S SUBAREA PLAN FOR THE JOINT WATER AGENCIES NATURAL COMMUNITY CONSERVATION PLAN/HABITAT CONSERVATION PLAN (COBURN-BOYD) [15 minutes]
5. ADJOURNMENT

**BOARD MEMBERS ATTENDING:**

Gary Croucher, Chair  
Larry Breitfelder

All items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board.

The Agenda, and any attachments containing written information, are available at the District's website at [www.otaywater.gov](http://www.otaywater.gov). Written changes to any items to be considered at the open meeting, or to any attachments, will be posted on the District's website. Copies of the Agenda and all attachments are also available through the District Secretary by contacting her at (619) 670-2280.

If you have any disability that would require accommodation in order to enable you to participate in this meeting, please call the District Secretary at 670-2280 at least 24 hours prior to the meeting.

#### Certification of Posting

I certify that on October 8, 2009 I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of Otay Water District, said time being at least 24 hours in advance of the meeting of the Board of Directors (Government Code Section §54954.2).

Executed at Spring Valley, California on October 8, 2009.

  
\_\_\_\_\_  
Susan Cruz, District Secretary



# AGENDA ITEM 3

## STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	November 4, 2009
SUBMITTED BY:	Bob Kennedy <i>B.K.</i> Associate Civil Engineer	PROJECT / SUBPROJECTS:	P1043- DIV. ALL 006000 NO.
	Ron Ripperger <i>m</i> Engineering Manager		
APPROVED BY: (Chief)	Rod Posada <i>R. Posada</i> Chief, Engineering		
APPROVED BY: (Asst. GM):	Manny Magaña <i>m. magaña</i> Assistant General Manager, Engineering and Operations		
SUBJECT:	Award of a Professional Corrosion Services Contract for Fiscal Years 2010 and 2011 Cathodic Protection Program		

### GENERAL MANAGER'S RECOMMENDATION:

That the Otay Water District (District) Board of Directors (Board) authorize the General Manager to execute a professional corrosion services agreement with Schiff Associates (Schiff) for Fiscal Years 2010 and 2011 (ending June 30, 2011) Cathodic Protection Program in an amount not-to-exceed \$250,000.

### COMMITTEE ACTION:

Please see Attachment A.

### PURPOSE:

That the Board authorize the General Manager to enter into a professional corrosion services agreement with Schiff for the Cathodic Protection Program in an amount not-to-exceed \$250,000 for Fiscal Years 2010 and 2011.

### ANALYSIS:

The District requires the services of a corrosion consulting firm to provide a variety of professional services. The Cathodic Protection Program includes the selection of appropriate corrosion resistant materials, the use of coatings and linings to prevent corrosion, and cathodic protection. The Cathodic Protection Program results in long-term benefits to the District by ensuring that all facilities are consistently designed, specified, constructed, and tested in accordance with

the District's corrosion control standards. This continuing practice extends the useful life of the District's steel reservoirs and pipelines and reduces the potential for costly future failures.

The agreement with Schiff will include a variety of tasks that will assist staff in effectively managing the Cathodic Protection Program. Their scope of services is as follows:

- Administration and updating of existing records and manuals.
- New facility design review.
- Conduct a corrosion protection survey of all District steel pipelines (approximately 79 pipelines totaling 265,000 L.F., 603 test stations, and 1,920 individual test reads).
- Corrosion control for 27 steel reservoirs.
- Training of District staff in inspection and monitoring of facilities.

The District solicited corrosion services on the District's website and several other publications including the Union Tribune and San Diego Daily Transcript.

On August 27, 2009, the District issued a formal Request for Proposal (RFP) to seven consulting firms who specialize in Cathodic Protection Systems. Seven firms submitted a letter of interest and a statement of qualifications. On August 25, 2009, three proposals were received from the following firms:

- Corrpro Companies
- V&A
- Schiff & Associates

The four (4) firms that chose not to propose are R.F. Yeager Engineering, Barton Corrosion Services, RBF Consulting, and Farwest Corrosion Control Company.

In accordance with the District's Policy 21, staff evaluated and scored all written proposals. On September 15 and 16, 2009, staff interviewed all three firms. The overall evaluation summary sheet, including the oral interview portion, indicates how each firm was scored (see Attachment B). Schiff received the highest overall score based on their experience, proposed method to accomplish the work, and their ability to complete projects on-schedule.

It is anticipated that Schiff's scope of services will take two years to complete. Schiff has worked successfully for the District in the past and is readily available to provide the services required.

**FISCAL IMPACT:**



The Cathodic Protection Program is an on-going maintenance effort in the District. As such, this expenditure is funded in the Operating Budget. Based on the Project Manager's evaluation, the portion of the contract anticipated to be expended in the current fiscal year is estimated to be within the Fiscal Year 2010 budget amount of \$125,000. The remaining balance will be budgeted for Fiscal Year 2011 in the budget process.

**STRATEGIC GOAL:**

This project supports the District's Mission Statement, "To provide the best quality of water and wastewater service to the customers of the Otay Water District, in a professional, effective and efficient manner," and the District's Strategic Goal, "To satisfy current and future water needs for potable, recycled, and wastewater services."

**LEGAL IMPACT:**

\_\_\_\_\_

No legal impact is anticipated.

  
\_\_\_\_\_  
**General Manager**

P:\WORKING\CIP P1043 (Cathodic)\Sub 006000\Cathodic Protection Program FY2010 - FY2011\Staff Reports\11-04-09, Staff Report, Cathodic Protection, (BK-RR).doc

BK/RR:mlc

Attachments: Attachment A  
Attachment B

QA/QC Approval:

Name: Lisa Colman-Boyd

Date: 9-30-09



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>	Award of a Professional Corrosion Services Contract for Fiscal Years 2010 and 2011 Cathodic Protection Program
-------------------------	--

P1043-006000

### **COMMITTEE ACTION:**

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on October 15, 2009. The Committee supported Staff's recommendation.

### **NOTES:**

The "Committee Action" is written in anticipation of the Committee moving the item forward for Board Approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.

## SUMMARY OF PROPOSAL RANKINGS BY PANEL MEMBERS

		← WRITTEN →						← ORAL* →				TOTAL SCORE	AVERAGE SCORE	References	
		Qualifications of Staff	Understanding of scope, schedule, resources	Soundness and Viability of Proposed Project Plan	Proposed Fee	Consultant's commitment to DBE	SUBTOTAL	AVERAGE SUBTOTAL SCORE	Additional creativity, insight to issues	Strength of project manager	Presentation, communication skills				Quality of response to questions
<b>SCORE</b>		20	20	25	35	Y/N	100		15	15	10	10	150 *		Pass/Fail
<b>Corpro Companies, Inc.</b>	<i>Bob Kennedy</i>	17	16	20	31		84		10	10	5	5	114	109	
	<i>Daniel Kay</i>	10	6	14	31		61		8	8	5	5	87		
	<i>Brandon DiPietro</i>	17	16	20	31	N	84	80	8	7	4	4	107		
	<i>Rick Acuña/Ron R.</i>	17	17	20	31		85		12	10	6	7	120		
	<i>David Charles</i>	17	17	20	31		85		12	10	5	7	119		
<b>V &amp; A</b>	<i>Bob Kennedy</i>	17	18	21	29		85		13	14	10	9	131	128	
	<i>Daniel Kay</i>	17	18	21	29		85		13	13	9	9	129		
	<i>Brandon DiPietro</i>	17	18	23	29	Y	87	85	12	12	9	8	128		
	<i>Rick Acuña/Ron R.</i>	17	18	19	29		83		12	13	9	8	125		
	<i>David Charles</i>	17	17	21	29		84		12	13	9	8	126		
<b>Schiff Associates</b>	<i>Bob Kennedy</i>	18	20	23	35		96		14	13	8	7	138	136	Pass
	<i>Daniel Kay</i>	18	18	22	35		93		12	13	7	8	133		
	<i>Brandon DiPietro</i>	18	18	23	35	Y	94	94	13	13	8	8	136		
	<i>Rick Acuña/Ron R.</i>	19	18	21	35		93		12	14	8	9	136		
	<i>David Charles</i>	18	18	22	35		93		13	14	8	8	136		

\* Oral Interviews are for projects over \$200,000.

PM Signature: *Bob Kennedy*

Engineering Manager: *Ron Tipper*

QC: *[Signature]*



STAFF REPORT

TYPE MEETING:	Regular Board	MEETING DATE:	November 4, 2009		
SUBMITTED BY:	Lisa Coburn-Boyd <i>LCB</i> Environmental Compliance Specialist	PROJECT/ SUBPROJECT:	P2494- 001101	DIV. NO.	ALL
	Ron Ripperger <i>RR</i> Engineering Manager				
APPROVED BY: (Chief)	Rod Posada <i>R Posada</i> Chief, Engineering				
APPROVED BY: (Asst. GM):	Manny Magaña <i>M Magaña</i> Assistant General Manager, Engineering and Operations				
SUBJECT:	Informational Item - An update for the Board regarding the Preparation of the District's Subarea Plan for the Joint Water Agencies Natural Community Conservation Plan/Habitat Conservation Plan				

**GENERAL MANAGER'S RECOMMENDATION:**

No recommendation. This is an informational item only.

**COMMITTEE ACTION:** \_\_\_\_\_

Please see Attachment A.

**PURPOSE:**

To provide the Otay Water District (District) Board of Directors with information regarding the preparation of the District's Subarea Plan for the Joint Water Agencies Natural Community Conservation Plan/Habitat Conservation Plan.

**ANALYSIS:**

The District began working on our Subarea Plan (SAP) in April, 2008. In March, 2008, the environmental consulting firm RECON was chosen as the consultant to help the District in the development of our SAP. Once the plan is complete, the strategy

will be to have our SAP incorporated into the Joint Water Agencies (JWA) Natural Communities Conservation Plan/Habitat Conservation Plan (NCCP/HCP). This NCCP/HCP is currently being developed by the JWA partners, Helix Water District (HWD), Padre Dam Municipal Water District (PDWD), and the Sweetwater Authority (SWA).

The purpose of this update is to review the benefits of having a SAP in place, being part of the JWA NCCP/HCP, and to summarize the steps that will be taken to get to a final SAP.

Each participant in the JWA NCCP/HCP must have their own SAP, which describes the specific projects, operations, and maintenance activities that will be covered under the NCCP/HCP. The individual plans also describe the land use and conservation areas and management within a subarea. RECON is using information from the District and the completed SAPs from the JWA partners to develop our SAP. The benefits of having our SAP complete and becoming a part of the JWA NCCP/HCP includes:

- Long-term self-permitting for habitat and species impacts.
- Increased certainty with project schedules.
- Pre-approved mitigation areas and mitigation ratios. Mitigation credits may be sold or exchanged among JWA Partners.
- Reduced Wildlife Agency consultations.

There are a number of key issues that must be considered for the District's SAP. These key issues are:

- Covered Species List
- Covered Activities
- Public Involvement
- Wildlife Agency Coordination
- Schedule

The covered species list is a list of species, both plant and animal, that the District will have coverage for under our SAP. It is important that this list is carefully developed and that it is consistent with the existing JWA list. If there are any additional covered species specific to the District, they must be examined by a Scientific Review Panel to develop take and mitigation measures. The covered activities under the SAP are also extremely important. These activities define the projects, including CIP, operations and maintenance, and conservation measures, within the District that will be covered under the

SAP. The NCCP/HCP process also requires public involvement, which allows interested stakeholders the opportunity to provide their input to the plan.

The involvement of the Wildlife Agencies (US Fish & Wildlife Service and California Dept. of Fish & Game) is critical in the development of the SAP. The document must meet all of the Wildlife Agencies requirements and their final review will determine if it meets the standards for the issuance of the permits from these agencies. The Wildlife Agencies reviews have a significant influence on the schedule, so it is important to maintain good communication and keep them involved as the District's SAP develops. It is also important to keep abreast of the progress of the JWA NCCP/HCP and how the schedule of completion for the District's SAP can allow for a timely incorporation of our plan into the JWA NCCP/HCP.

**FISCAL IMPACT:**



None.

**STRATEGIC GOAL:**

This project supports the District's strategic goal of creating a comprehensive environmental program that is proactive in response to environmental compliance.

**LEGAL IMPACT:**

\_\_\_\_\_

None.

  
\_\_\_\_\_

**General Manager**

P:\WORKING\CIP W253 MSCP\Staff Reports\BD 11-04-09, Staff Report, OWD Subarea Plan Update, (LCB-RR).doc

LC-B/RR:jf

Attachments: Attachment A  
Attachment B

QA/QC Approved:

 \_\_\_\_\_   
NAME DATE



## ATTACHMENT A

<b>SUBJECT/PROJECT:</b>  P2494-001101	Informational Item - An update for the Board regarding the Preparation of the District's Subarea Plan for the Joint Water Agencies Natural Community Conservation Plan/Habitat Conservation Plan
---	--

### COMMITTEE ACTION:

The Engineering, Operations, and Water Resources Committee reviewed this item at a meeting held on October 15, 2009. The Committee supported Staff's recommendation.

### NOTES:

The "Committee Action" is written in anticipation of the Committee moving the item forward for Board Approval. This report will be sent to the Board as a Committee approved item, or modified to reflect any discussion or changes as directed from the Committee prior to presentation to the full Board.



## ATTACHMENT B

**SUBJECT/PROJECT:**

P2494-001101

Informational Item - An update for the Board regarding the Preparation of the District's Subarea Plan for the Joint Water Agencies Natural Community Conservation Plan/Habitat Conservation Plan



# Habitat Conservation Planning Board Update

Otay Water District

Lisa Coburn-Boyd, Environmental Compliance Specialist  
Paul Fromer, RECON Environmental, Inc.



# Introduction

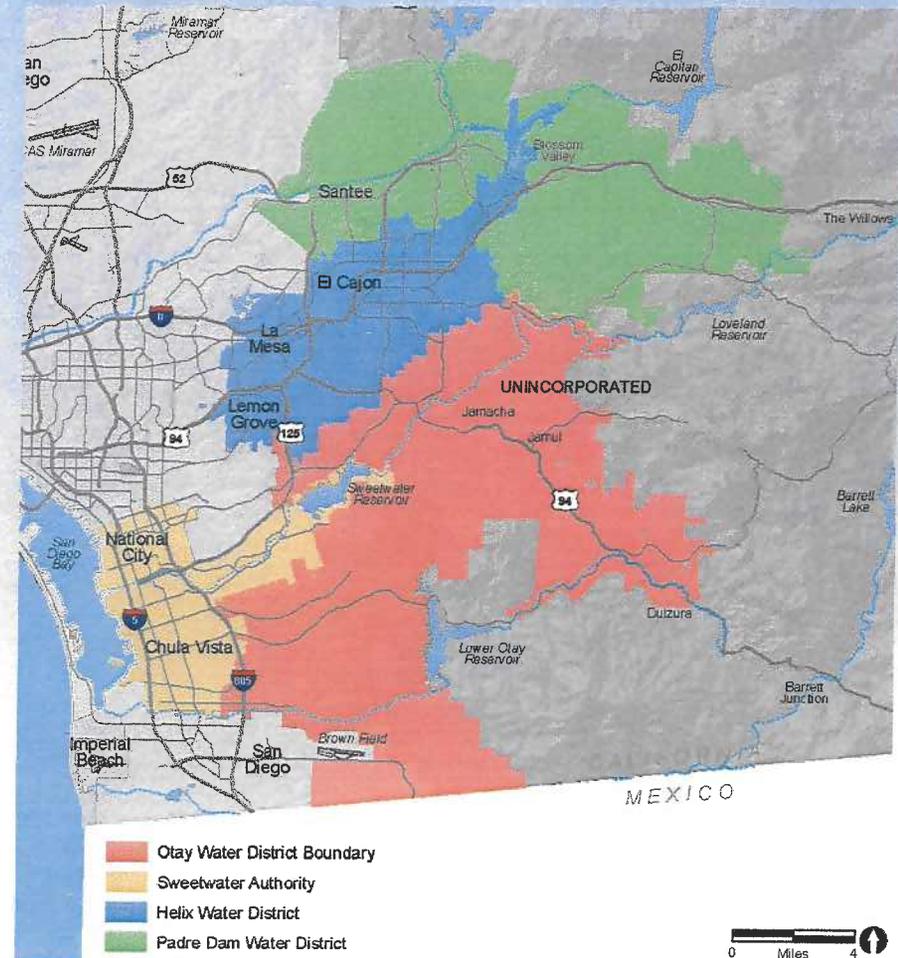
# Project Overview

- Balance need to meet mission and compliance with state and federal endangered species act
- Natural Communities Conservation Plan and Habitat Conservation Plan (NCCP/HCP)



# Planning Process

- Subregional plan
  - Joint Water Agencies (JWA)
- Subarea Plans
  - Sweetwater Authority
  - Padre Dam Municipal Water District
  - Helix Water District
- Subarea Plan
  - Otay Water District



# Why should Otay Water District prepare the NCCP/HCP?

- Streamlined approach to meeting state and federal Endangered Species Acts
- Conservation planning is good public policy





# Benefits

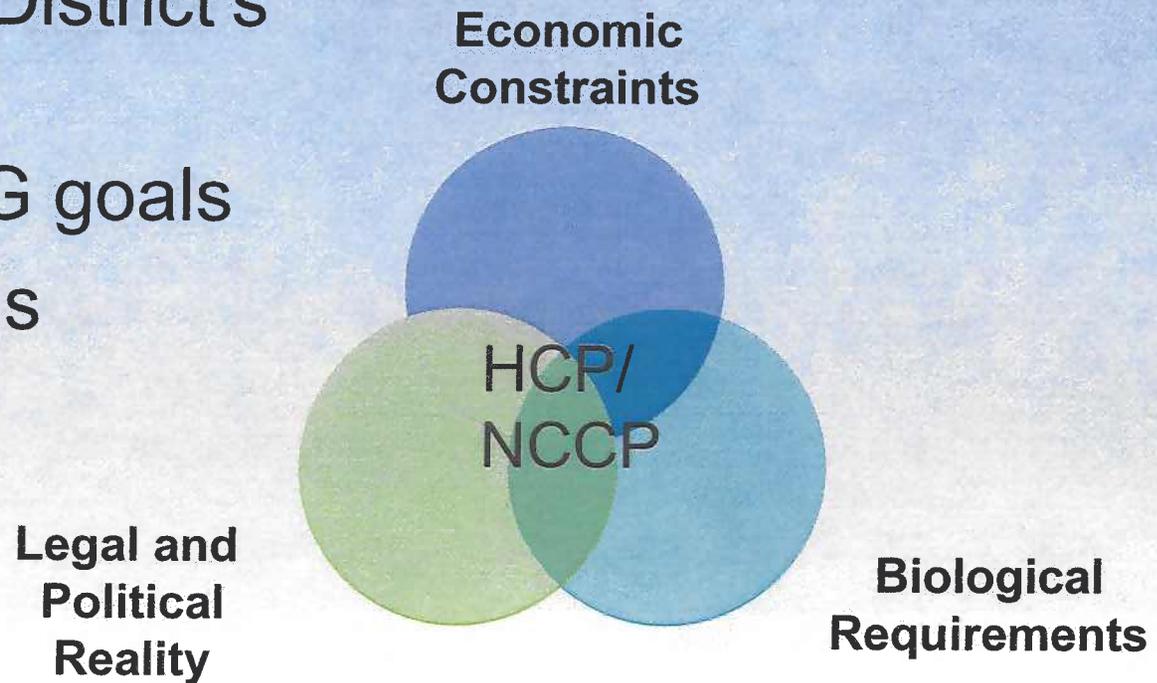
- Self-permitting means reduced consultation with Wildlife Agencies
- Increased certainty with project schedules
- Pre-approved mitigation ratios and conservation areas
- Solution that makes sense in terms of time, cost, and scope
- Serve the needs of the constituents
- Partner with JWA partners



# NCCP/HCP Process

# Goals of the NCCP/HCP Process

- Otay Water District's goals
- FWS/CDF&G goals
- Public's goals



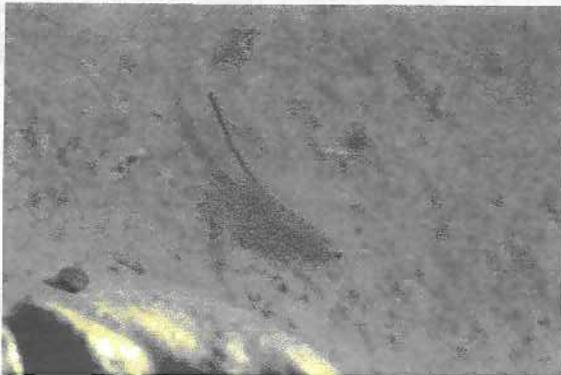


# Documents



# Documents

- NCCP/HCP Subarea Plan
  - Consistent with JWA NCCP/HCP Subregional Plan
- EIR/EIS
- Implementing Agreement





# NCCP/HCP Roles and Responsibilities

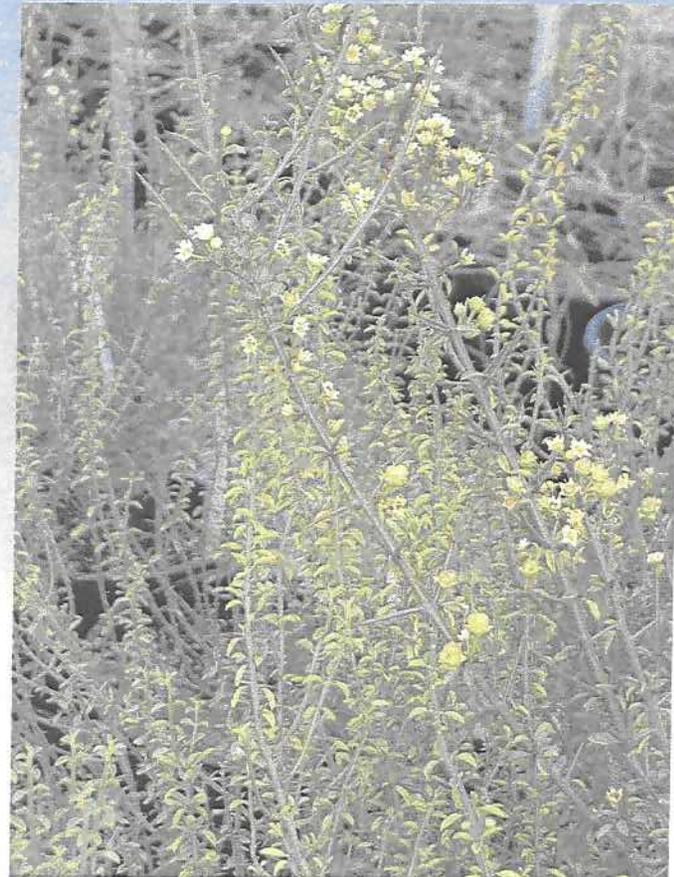
- NCCP/HCP
  - Prepared by Otay Water District consistent with JWA
  - Review by Wildlife Agencies
  - Requires environmental review with public review
  - Issuance of permits by Wildlife Agencies





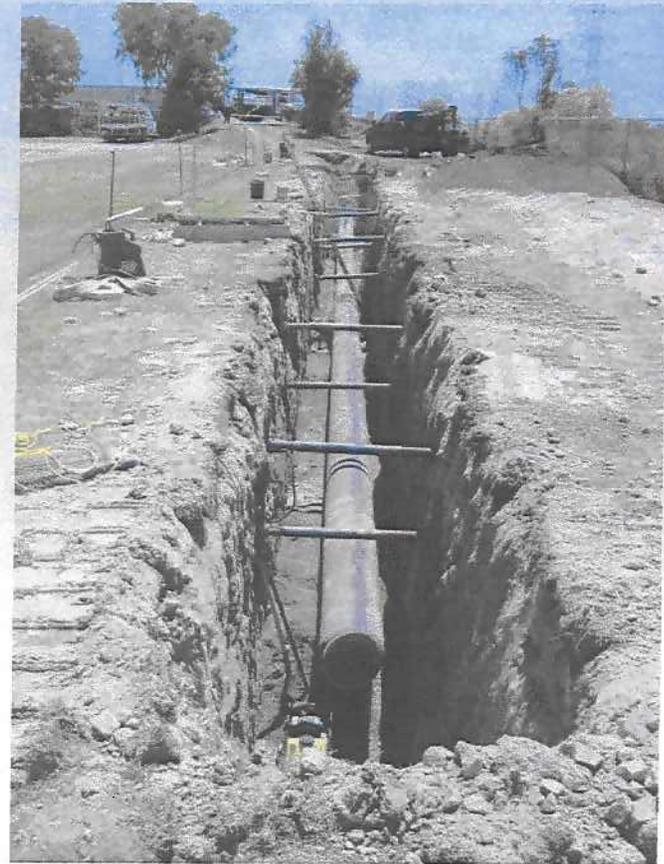
# Caveats

- HCPs and NCCPs are not science
  - They are land use plans
  - To be done well, they must be informed by the best science
- Conservation biology is similar to triage in medicine
- The art of the possible



# Key Issues for Otay Water District

- Covered Species List
- Covered Activities
- Wildlife Agency  
Coordination
- Public Involvement
- Schedule





## Covered Species List

- Consistency with JWA
- Additional Covered Species in Otay Water District Service Area
- Scientific Review Panel consideration of additional species
- Development of take and mitigation for additional species

# Covered Activities

- Complete list and description (CIP, O&M activities, conservation activities, etc.)
- Differences from those in the JWA





# Agency and Public Involvement

- Otay Water District Board briefing
- Build on the JWA process
- Outreach to Community Planning Groups
  - Public Workshop for input in the SAP development process
- Scoping Meeting for EIR/EIS
- Public Meeting to receive comments on the Subarea Plan and Environmental Documents



# Schedule

- Ongoing coordination with the JWA
- Tentative Schedule
  - Board Briefing – November 2009
  - Public Workshop – January 2010
  - Draft Subarea Plan – March 2010
  - Scoping Meeting – April 2010
  - Draft EIS/EIR October 2010
  - Public Comment Meeting – October 2010
  - Final Subarea Plan and EIS/EIR – March 2011



# Questions/Comments



# **Habitat Conservation Planning Board Update**

Lisa Coburn-Boyd, Environmental Compliance Specialist  
Paul Fromer, RECON Environmental, Inc.