




Costa Mesa Sanitary District

...an Independent Special District

Memorandum

To: Board of Directors

Via: Scott Carroll, General Manager 

From: Rob Hamers, District Engineer

Date: April 28, 2016

Subject: **Project #311 Sewer Manhole Surface Repair Program – Phase II Acceptance of Improvements**

Summary

Construction of the improvements was completed on April 6, 2016, therefore, it is appropriate for the District to accept the improvements and file a notice of completion. The contractor adjusted 47 sewer manhole frames and covers to grade during Phase II, thereby eliminating deteriorating conditions that can lead to vehicle damage.

Staff Recommendation

That the Board of Directors approves the following action:

1. Accept improvements as completed and file a Notice of Completion.
2. Authorize payment of 5% retention 35 days after Notice of Completion is recorded.
3. Exonerate Labor and Material Bond 35 days after Notice of Completion is recorded and exonerate Faithful Performance Bond one year after Notice of Completion is recorded.

Analysis

This project was the second and final phase of the manhole surface repair program where manholes with deteriorated surface conditions were repaired. Phase I repaired 95 manholes and Phase II repaired 47 manholes, totaling 142 manholes out of the 4,707 total manholes in the District.



Protecting our community's health and the environment by providing solid waste and sewer collection services.

www.cmsdca.gov

The report from Willdan that identified these Category 5 manholes also identified Category 4 manholes that were not in the same severe condition at this time but will eventually become Category 5 manholes. Therefore, it is important for the cleaning crews to continue monitoring the manholes during the cleaning process. Since the entire system is cleaned on a yearly basis, the surface condition of every manhole is witnessed during the year.

Four change orders were processed during the project and covered manholes that were found buried by the field crew or found in poor condition. Some of the manholes originally bid were removed from the project because the City of Costa Mesa will soon be repaving those streets. These manholes were re-checked and found to be in a temporarily stable condition.

Strategic Plan Element & Goal

This item complies with Strategic Plan Element 1.0, *Sewer Infrastructure* and Goal No. 1.4 *System Wide Sewer Replacement and Repair Program*.

Legal Review

District Counsel prepared the construction contract for the work.

Environmental Review

Repairing and adjusting sewer manhole covers is categorically exempt under the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. Seq.) under Section 15301 Existing Facilities as "Class 1 consists of the maintenance of existing public or private structures", as further described in Section (b) as "Existing facilities of both investor and publicly-owned utilities used to provide .sewerage"

Financial Review

The total budget for project #311, Sewer Manhole Surface Repair Program Phase II is \$150,000. The project to date expenses total **\$76,284** including encumbrances. The remaining available budget is **\$73,716** which is sufficient to cover expenses incurred but not yet billed including change orders totaling \$50,780.

Public Notice Process

Copies of this report are on file and will be included with the entire agenda packet for the April 28, 2016 Board of Directors regular meeting at District headquarters and on District's website.

Alternative Actions

1. Refer the matter back to staff for more information.

Attachment: Notice of Completion

Reviewed by:



Wendy Hooper Davis
Finance Manager

EXEMPT RECORDING REQUESTED
PURSUANT TO SECTION 6103,
GOVERNMENT CODE

AND WHEN RECORDED MAIL TO:

**NOELANI MIDDENWAY
CLERK OF THE DISTRICT
COSTA MESA SANITARY DISTRICT
628 W. 19TH STREET
COSTA MESA, CA 92627-2716**

THIS SPACE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner of sewer facilities as hereinafter described.
2. The full name of the undersigned is COSTA MESA SANITARY DISTRICT.
3. The full address of the undersigned is 628 W. 19th Street, Costa Mesa, CA 92627-2718.
4. The nature of the title of the undersigned is owner of sanitary sewer main line facilities subject to the following project:

#311 Manhole Surface Repair Phase II

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

None

6. The names of the predecessors in interest of the undersigned if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

None

7. A work of improvement on the property hereinafter described was completed on or around
April 6, 2016.

8. The name of the contractor, if any, for such work of improvement was:

**EBS General Engineering, Inc.
1320 E. Sixth Street, Ste. 100
Corona, CA 92879**

9. The property of which said work of improvement was completed is in the County of Orange,
State of California, and is described as follows:

Various streets and easements

10. The street address of said property is:

Various streets and easements

DATED this _____ day of _____ 2016.

COSTA MESA SANITARY DISTRICT

MICHAEL SCHEAFER, PRESIDENT

ATTEST:

ROBERT OOTEN, SECRETARY

STATE OF CALIFORNIA)
COUNTY OF ORANGE)SS
CITY OF COSTA MESA)

The undersigned, being duly sworn says: That he is the President of the Costa Mesa Sanitary District; that he has read the foregoing instrument and knows the content thereof, and that the facts stated therein are true, and that he makes this certification by authorization granted by the Board of Directors of the Costa Mesa Sanitary District.

MICHAEL SCHEAFER