

SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT

helping people protect, conserve and restore natural resources since 1939

Special Meeting of the Board of Directors

August 29, 2007

Location: RCD Office

625 Miramontes Street, Suite 103, Half Moon Bay

2:00 pm- 3:00 pm

2:00 pm 1. **Call to Order**

2:00 pm 2. **Introduction of Guests and Staff**

2:05 pm 3. **Public Comment-** The Board will hear comments on items that are not on the agenda where the Board has jurisdiction. Comments are limited to three minutes per person. The Board cannot take action on an item in public comment unless it is an emergency as defined under Government code Sec. 54954.2.

2:15 pm 4. **Action Items-** The Board will hear public comments on each action item before a decision is made. Comments are limited to one minute per person.

4.1. Contract for Bear Gulch Upslope Erosion Control Project Construction. Bids to construct these repairs to rural roads are due on August 27, 2007. Staff will describe the selection process and recommend Board approval of one or two contracts during the meeting. As the selection recommendation will not be made 48 hours before the meeting, materials will not be available for review before the meeting.

3:00 pm 5. **Adjourn**

Special Meeting of the Resource Conservation District Board of Directors
August 29, 2007
RCD Office
2:00pm

Attendees: Rich Allen, TJ Glauthier, Jim Reynolds, Kellyx Nelson, Carolann Towe

Allen brought the meeting to order at 2:08pm.

Nelson gave an overview of the bid process to obtain a contractor for the Bear Gulch Upslope Erosion Control Project.

- ◆ 11 companies were sent bid packets
- ◆ 4 companies attended a pre-bid site meeting
- ◆ 2 companies submitted bids
 - One was for part of project (only one road)
 - One was for whole project

Nelson recommended McCanless Excavating & Construction.

- ◆ They bid the whole project, meaning only one set of mobilization expenses.
- ◆ Their bid for the same road as the other contractor was \$81K less.
- ◆ PWA will reduce the construction oversight by \$5-10k because they are familiar with and confident in McCanless' work.
- ◆ McCanless is very familiar with PWA designs.
- ◆ Jim Howard/ Nelson both felt good about his experience when out at the site (Jim Howard has a background in rural road work).
- ◆ His references included
 - PWA who recommended him highly
 - Pacific Lumber who confirmed he regularly meets project timelines and budgets, does not nickel and dime, and does not request change orders. They feel he is the best out there and has good crews.
 - Green Diamond Resources

Nelson continued that there is a shortfall in the amount of available funds for the project. The lowest bid exceeds the available funding by about \$50K. Staff is looking for ways to make up funding shortfall, including additional DFG and NRCS funds. Another option is to scale back the scope of work. It is not yet clear how the decision would be made regarding which parts of the project to cut. DFG, PWA, NRCS, and the road association would be all need to be consulted. This issue has been addressed in the contract with McCanless Excavating & Construction by:

- A) Item 4B compensation: added language: "will reduce in scope"
- B) Item 18B which also includes termination language

DFG has told Nelson to do what PWA suggests to scale back scope of work. PWA is suggesting starting at the top and working down until the money runs out which would remove a section at the lower end. Nelson still wants to check this option with the landowners. Nelson noted that no section under WHIP contract can be removed as that would mean losing the matching funds.

Glauthier inquired whether cutting back the scope of work would result in the agency funding being scaled back. Nelson confirmed she had consulted about this issue with DFG and they indicated that they would not reduce the funding.

Glauthier also inquired about contingencies that may have been built into the project. Nelson believed that there may have been contingencies built in, but the budget was developed before she started at the RCD. Also, like the other two projects in construction now, they have been on such a delayed timeline that all contingency funds have been absorbed by increased costs during that time period.

Allen asked whether the contractor can finish the work in the 4 week window. Nelson replied that the contractor believes it will take 5 weeks. As such, he will do the culvert removal and major excavations first and leave the typical road maintenance activities till last. Nelson has let the agencies know this. She will be required to call them for an extension on a daily basis until the project is complete. No extensions for longer than a day at a time are permitted.

Glauthier asked for a summary of the risks of approving the contract. Nelson answered:

- ◆ There is a risk that the contractor bid wrong, but that is not really a risk to us.
- ◆ There is a risk that we will have to scale back the project.
- ◆ There is a risk that excavated debris will be left on site and unpalatable to the landowners. DFG may not pay to haul debris that is unearthed, e.g. tires. Nelson doesn't feel that is fair to the landowners so has set aside \$6000 for removal of tires, culverts etc.

Reynolds stated he hoped the project goes forward and that it is important for it to go forward because it will have a positive impact on the environment, health of creek and is the only active project in the south coast area of the district

Glauthier motioned to approve contract with McCanless Excavating & Construction. Jim Reynolds seconded. All board members present voted in favor of approving the contract.

Renee Moldovan

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Cc: "Renee Moldovan" <renee@sanmateorcd.org>
Sent: Wednesday, August 08, 2007 12:25 PM
Subject: August Board Meeting - San Mateo County RCD

Colleagues,

The San Mateo County Resource Conservation District's regularly scheduled board meeting for Thursday, August 16th, has been cancelled. We do not have a quorum for this date. However, we will be sending out a notice, before the end of the month, regarding a special meeting to approve contracts for the Bear Gulch Upslope Erosion Control Project.

Thank you for your understanding.

Renee Moldovan
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