

CAMROSA WATER DISTRICT

REQUEST FOR PROPOSALS FOR UNIVERSITY WELL NO. 2 – WELL SITE FACILITIES August 29, 2024

Please submit letter proposal (electronically) by September 30, 2024, by 4:00 PM to:

Camrosa Water District
Mr. Terry Curson, District Engineer
terryc@camrosa.com

Please address email subject – “University Well No. 2 – Well Site Facilities Proposal”

CAMROSA WATER DISTRICT - SCOPE FOR PROFESSIONAL DESIGN SERVICES FOR UNIVERSITY WELL NO. 2 – WELL SITE FACILITIES

Background & Overview:

The Camrosa Water District currently in the process of designing a new replacement well known as University Well No. 2. The District currently operates University Well No. 1 at the site and is looking for a new well while maintaining the original well as a back-up water source. These wells will be the main supply source for the District’s 1.0 MGD reverse osmosis treatment plant located at the water reclamation facility. Although in some cases, both wells may be pumping. These wells will supply raw well water to the District’s Round Mountain Reverse Osmosis Water Treatment Plant located approximately 1 mile south of the well site. The proposed project is located on property near the intersection of Lewis Road and University Drive, near California State University, Channel Island. Camrosa has hired a Geohydrologist for the well design and engineering design services will be needed to identify an exact location for the well drilling, foundational concrete slab, building enclosure, piping, electrical (MCC, switchgear, PLC & ancillary electrical) and all other facilities necessary for a complete

municipal well. At this time, it is unclear if wellhead pre-treatment will be needed to limit/prevent the premature build-up of calcium carbonate in the well screens.

General Scope of Work for Professional Design Services for University Well No. 2 – Well Site Facilities.

The listed scope generally defines work needed to provide well site improvements. Below is a general overview of expected design tasks required by the Consultant. Additional items the Consultant feels necessary should be included in their proposal listed as “Additional Task.”

1. Request and Review all existing pertinent drawings, hydrogeologist reports/specifications, and data;
2. Coordination with District’s hydrogeologist on suitable well location and elevation requirements.
3. Kick-off meeting and site visit (1), and progress meetings (1);
4. Existing utility research;
5. Provide surveying services (if necessary);
6. Draft temporary easement or agreement for construction area during drilling
7. Provide geotechnical services (if necessary);
8. Develop a letter style technical memorandum that discusses and evaluates:
 - Condition of site
 - Evaluate flood plain issue and remediation
 - Various site improvements, that include, but not limited to:
 - Raised building slab
 - Pump enclosure building, electrical, ventilation, interior waterproofing (similar to University Well No. 1).
 - Power requirements (including existing onsite emergency generator power supply and service)
 - General electrical requirements and services.
 - Interior and exterior lighting
 - Drainage improvements/modifications for sight drainage, catch basins
 - Communication improvements
 - Wellhead treatment requirements – (include as additional task)
 - General site all weather surfaces
 - Fencing improvements
 - Gates
 - General Layout exhibits should include a minimum of two options
 - Cost evaluation and preliminary engineer’s budget estimate for both options.
9. Provide detailed plans in accordance with the most feasible option on District’s standard size plan sheets using AutoCAD 2023 or back compatible versions and

reference to the District's standard plates. Plans shall include all above and below ground improvements and will be submitted at 50-percent, 90-percent, and 100-percent for review and comments;

10. Provide technical specifications and bidding documents in both Word and PDF format at 90% and 100%;
11. Provide preliminary budget estimate in technical memorandum and detailed Engineer's Cost Estimate at 90% and 100% design submittal.
12. Incorporate District comments and/or changes related to design review.
13. Provide bidding services to include:
 - Pre-bid meeting and site visit
 - Respond to RFIs and other necessary administrative items prior to bid

Detailed Project Scope:

The existing well site property is owned by the California State University, Channel Islands located within unincorporated Ventura County. No building permits are required, but building structures should be designed in accordance with the latest building code standards. Other than the existing CSUCI #4 (University Well No.1) Well, there are two existing wells that have been converted to monitoring wells. It is expected that the new well will be located at the south end of the property. The site is near/adjacent to the Calleguas Creek and is within a designated flood zone. The Consultant should evaluate this zone and design all facilities accordingly. The new well will be designed by the District's geohydrologist, Geoscience Services, inc. The project scope includes, but is not limited to:

- Well Location – Consultant shall identify the layout and location of the well through a coordinate or benchmark system that can be easily identified and implemented by a well drilling outfit. The site shall take into consideration interior and exterior access to the well, but also future removal of the pump building, pump and future well redevelopment.
- Well Site Foundation & Enclosure – The existing well is located on an elevated concrete slab and enclosed by a wooden framed building with composite roof. This project would include a similar set-up with either a wood frame or prefabricated building. Building should include provisions for roof access during well rehabilitation and should include seismic and wind restraints, lighting, power, ventilation, interior wall waterproofing features. Interior and floor slab should include elements to resist water, moisture, and drains to remove leakage from well pump seals. Floors should be coated with non-slip epoxy. The building should be equipped with fan ventilation and include thermostat controls.

- Electrical – It is expected that the existing electrical service and PLC are adequate for the new well. However, the consultant will need to review and confirm as part of the technical memorandum. The exception could include the addition of a separate breaker, VFD, and controls located in a NEMA 12 cabinets adjacent to the new well site. In the event the service is inadequate, design provisions for new switchgear will be included as part of the scope. It is noted that any new electrical equipment should be located above the flood zone. Additionally, provisions for controls will need to be included. The District will contract separately with a system integrator; however, the engineering consultant should coordinate with them early in their design process. It is the Consultants responsibility to coordinate with the SI and incorporate any comments, drawings or plans into the contract drawings and specifications.
- Piping, Valves, and ancillary equipment -
 - Ductile Iron/Steel piping
 - Fittings
 - Sampling taps
 - Pressure Gauges/transducers
 - Valves
- General Site Improvement - may include, but are not limited to:
 - Site Grading
 - Drainage Improvements
 - Laying of base material onsite and along access perimeter road
 - Modify existing fencing and the installation of new gates

Deliverables:

Consultant shall provide a letter proposal outlining and detailing the above scope of work. Consultant shall list additional tasks as necessary. The proposal should include:

1. General approach to the project
2. Qualifications
3. Breakdown of costs by tasks and hours, including sub-consultants in table format.
4. Technical Memorandum schedule
5. Full Design schedule
6. General and specific experience in this type of work
7. Additional items consultant feels may be necessary or convenient with explanation

Consultant Selection:

Consultant services will be based on the qualifications and approach submitted for the required project. Site visits will be by appointment.

The District will negotiate and finalize the scope and fee proposal for the Project with the selected Consultant. If the District is unable to come to an agreement with the Consultant on the terms and conditions or the fee proposal, the District reserves the right to negotiate with the next most qualified Consultant.

Proposals need to be submitted no later than **September 30, 2024, by 4:00 PM** to be considered. **Please include Fee Schedule in a separate envelope.**






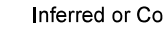


For questions, please contact Mr. Terry Curson, District Engineer at (805) 482-8063 or Terryc@camrosa.com

Attachments:

- Exhibit A – General Map
- Exhibit B – Site Map
- Exhibit C – Draft FEMA Map
- Exhibit D - Camrosa Standard Consultant Agreement
- Exhibit E - Picture

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EXPLANATION

-  Proposed CWD University Well No. 2
-  Camrosa Water District Boundary
-  Pleasant Valley Groundwater Basin (Basin 4-006) (DWR Bulletin 118, 2016)
-  Santa Clara River Valley - Oxnard Groundwater Basin (Subbasin 4-004.02) (DWR Bulletin 118, 2016)
-  Bailey Fault - Concealed, Inferred (United Water Conservation District Open-File Report 2018-02)
-  Inferred or Concealed Fault (USGS, 2022)
-  Figure 3 Extent
-  Groundwater Flow Direction

Jul-24

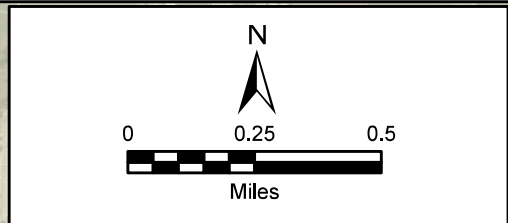
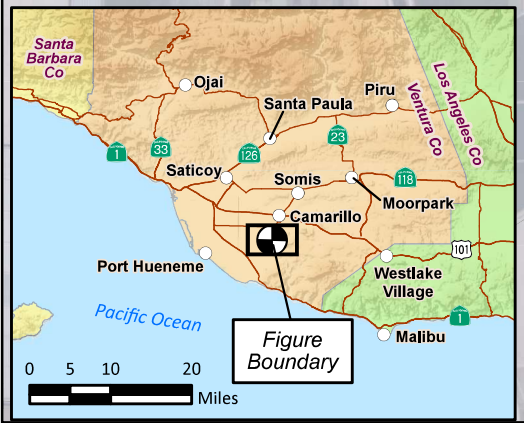
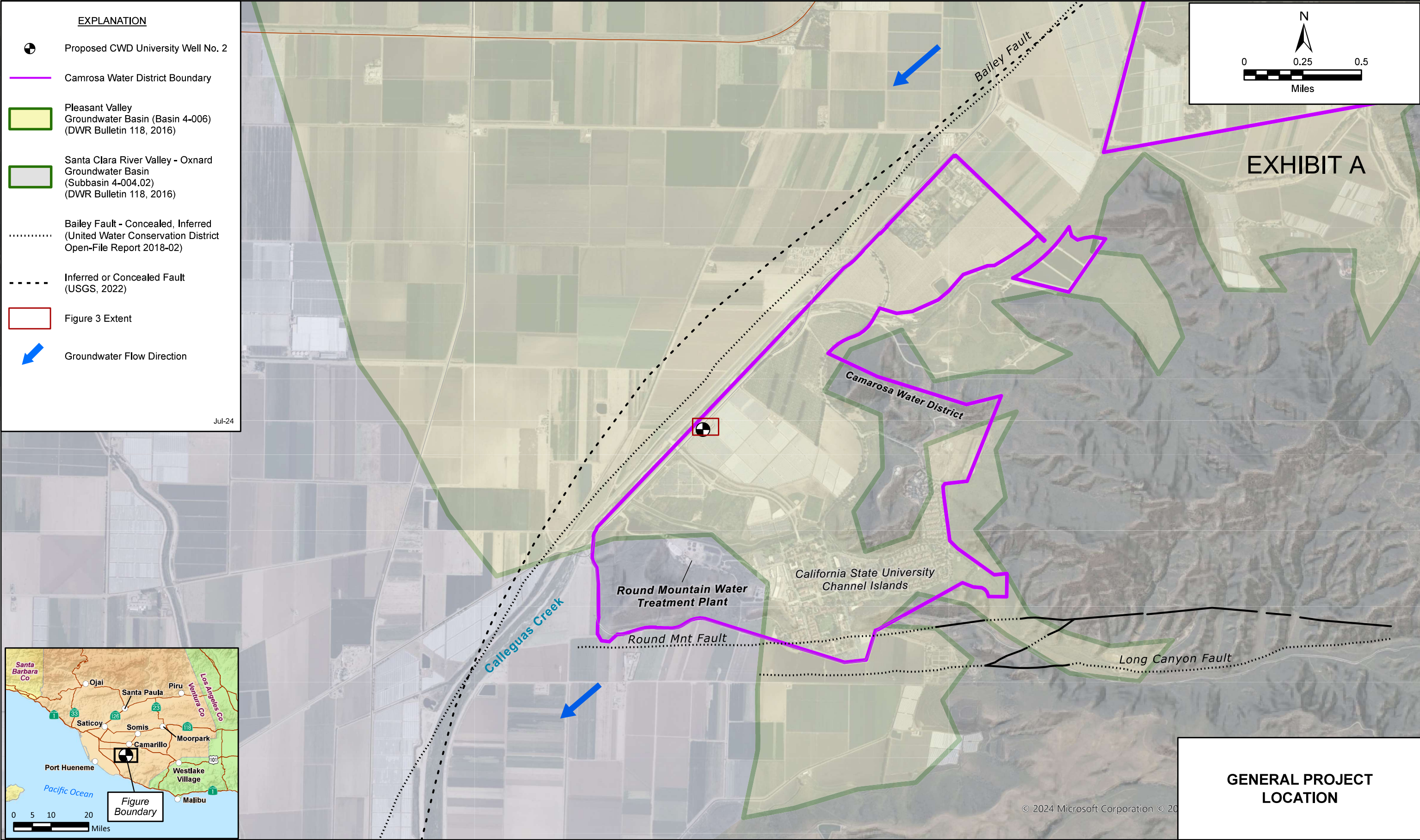


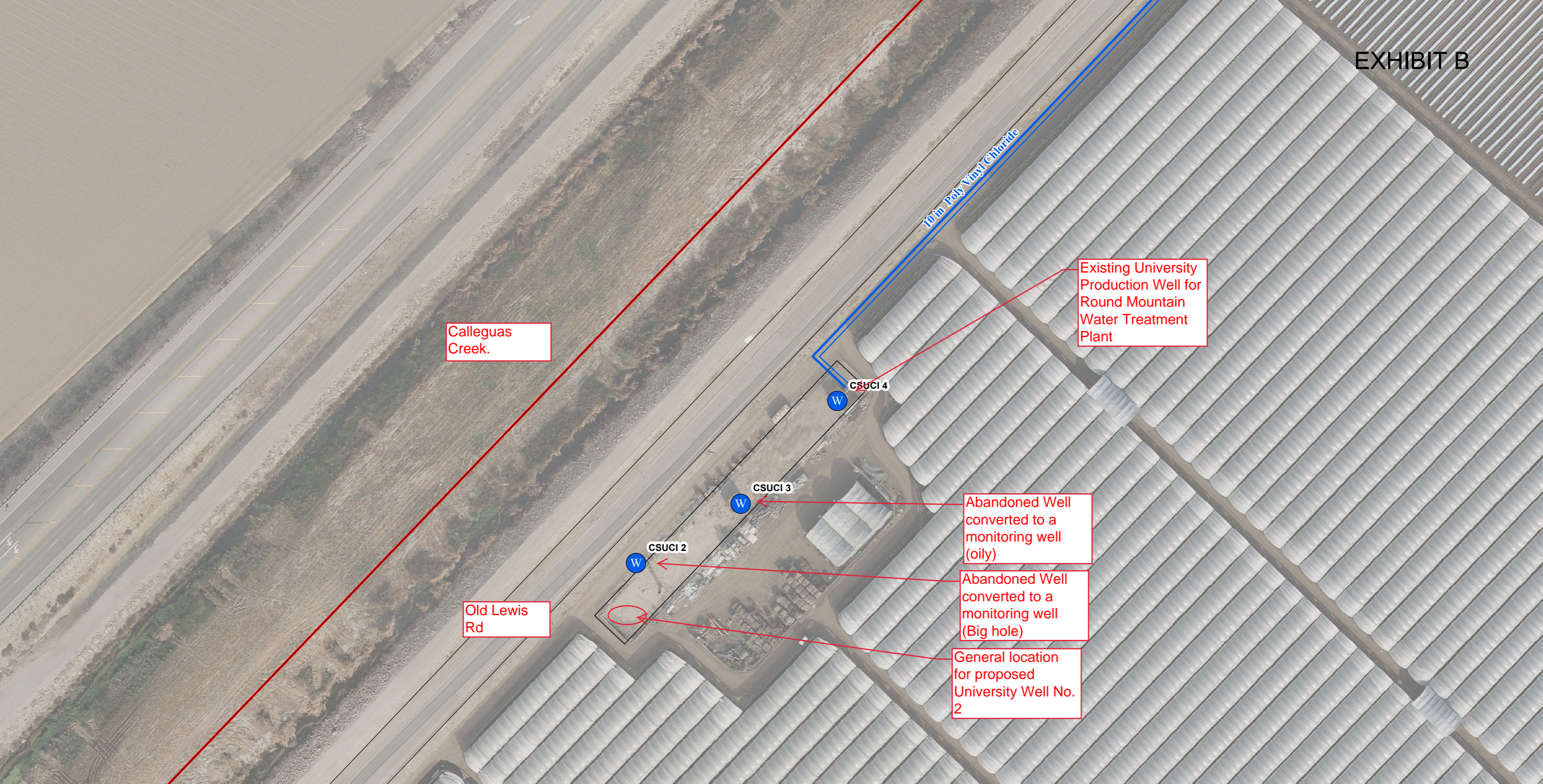
EXHIBIT A



GENERAL PROJECT LOCATION



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Calleguas
Creek.

Old Lewis
Rd

10 in Poly Vinyl Chloride

Existing University
Production Well for
Round Mountain
Water Treatment
Plant

CSUCI 4

W

CSUCI 3

W

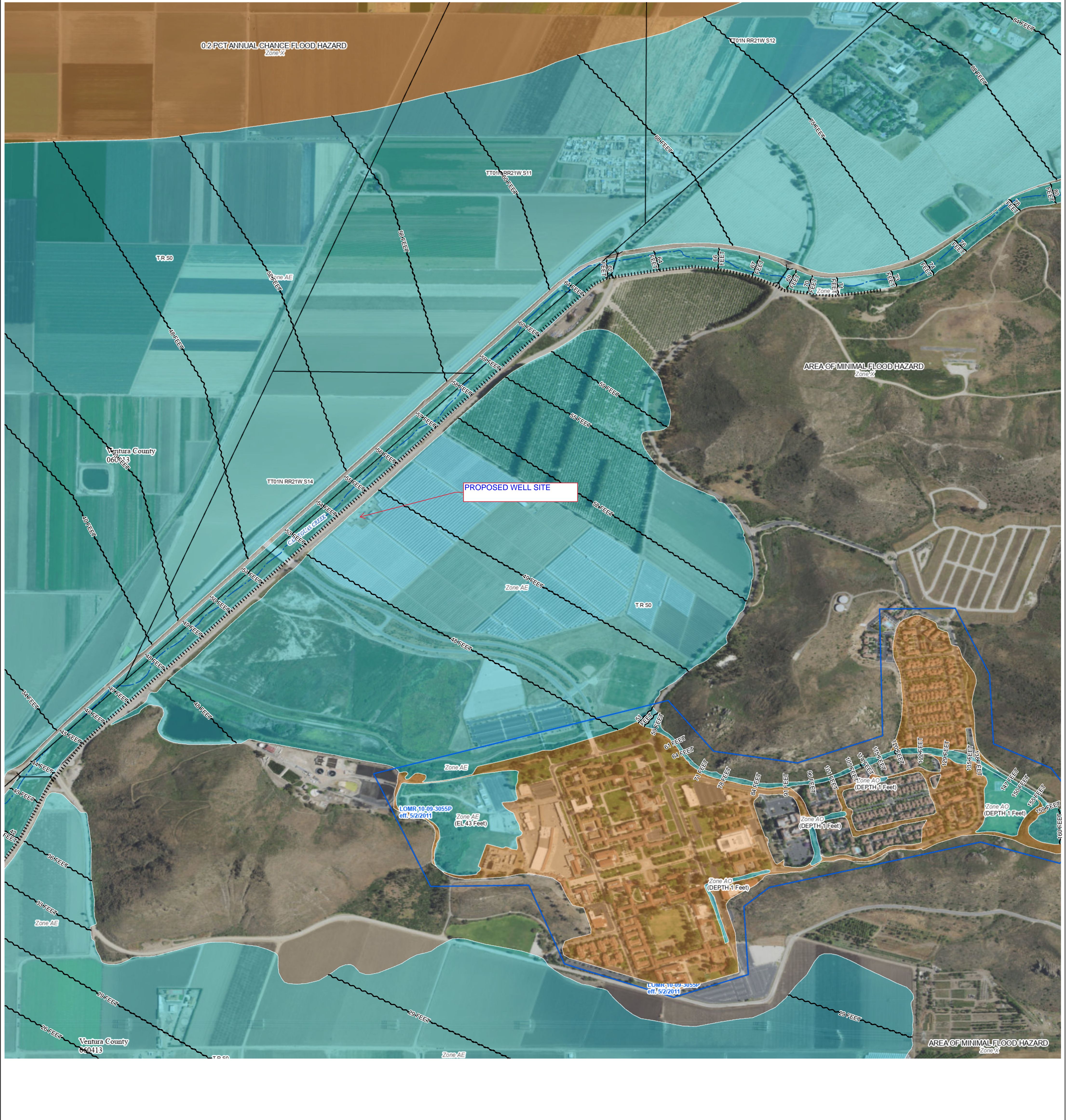
CSUCI 2

W

Abandoned Well
converted to a
monitoring well
(oily)

Abandoned Well
converted to a
monitoring well
(Big hole)

General location
for proposed
University Well No.
2



FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR DRAFT FIRM PANEL LAYOUT

	Without Base Flood Elevation (BFE) Zone A, V, AH, AR
	With BFE or Depth Zone AE, AO, AH, VE, AR
	Regulatory Floodway
	0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
	Future Conditions 1% Annual Chance Flood Hazard Zone X
	Area with Reduced Flood Risk due to Levee See Notes Zone X
	Area with Flood Risk due to Levee Zone D
	NO SCREEN Area of Minimal Flood Hazard Zone X
	Effective LOMRs
	Area of Undetermined Flood Hazard Zone D
	Channel, Culvert, or Storm Sewer
	Levee, Dike, or Floodwall
	20.2 Cross Sections with 1% Annual Chance
	17.5 Water Surface Elevation
	8 Coastal Transect
	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
	Base Flood Elevation Line (BFE)
	Limit of Study
	Jurisdiction Boundary

NOTES TO USERS

For information and questions about this Flood Insurance Rate Map (FIRM), available products associated with this FIRM, including historic versions, the current map date for each FIRM panel, how to order products, or the National Flood Insurance Program (NFIP) in general, please call the FEMA Map Information eXchange at 1-877-FEMA-MAP (1-877-336-6627) or visit the FEMA Flood Map Service Center website at <https://msc.fema.gov>. Available products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and/or digital versions of this map. Many of these products can be ordered or obtained directly from the website.

Communities annexing land on adjacent FIRM panels must obtain a current copy of the adjacent panel as well as the current FIRM Index. These may be ordered directly from the Flood Map Service Center at the number listed above.

For community and countywide map dates, refer to the Flood Insurance Study Report for this jurisdiction.

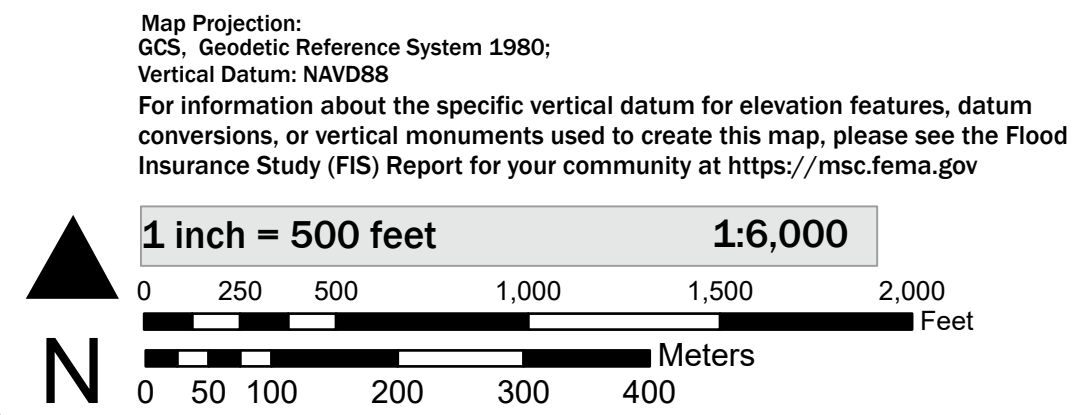
To determine if flood insurance is available in this community, contact your insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Basemap information shown on this FIRM was provided in digital format by the United States Geological Survey (USGS). The basemap shown is the USGS National Map: Orthoimagery, Last refreshed October, 2020.

This map was exported from FEMA's National Flood Hazard Layer (NFHL) on 12/9/2022 4:03 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time. For additional information, please see the Flood Hazard Mapping Updates Overview Fact Sheet at <https://www.fema.gov/media-library/assets/documents/118418>

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards. This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date.

SCALE



FEMA FLOOD MAP

NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP

PANEL 941 OF 1137

Panel Contains:	NUMBER	PANEL
COMMUNITY	060413	0941
VENTURA COUNTY		

MAP NUMBER
06111C0941E
EFFECTIVE DATE
January 20, 2010

EXHIBIT D

**Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012
Telephone (805) 482-4677 - FAX (805) 987-4797**

Some of the important terms of this agreement are printed on pages 2 through 3. For your protection, make sure that you read and understand all provisions before signing. The terms on Page 2 through 3 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

TO:

DATE:

Agreement No.:

The undersigned Consultant offers to furnish the following:

Contract price \$:

Contract Term:

Instructions: Sign and return original. Upon acceptance by Camrosa Water District, a copy will be signed by its authorized representative and promptly returned to you. Insert below the names of your authorized representative(s).

Accepted: Camrosa Water District

Consultant:

By: _____
Tony L. Stafford

By: _____

Title: General Manager

Title:

Date: _____

Date: _____

Other authorized representative(s):

Other authorized representative(s):

Consultant agrees with Camrosa Water District (District) that:

- a. **Indemnification:** To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify the District, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from negligent acts, errors or omissions of Consultant or its officers, agents, or employees in rendering services under this contract; excluding, however, such liability, claims, losses, damages or expenses arising from the District's sole negligence or willful acts.
- b. **Minimum Insurance Requirements:** Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or subcontractors.
- c. **Coverage:** Coverage shall be at least as broad as the following:
 1. **Commercial General Liability (CGL) -** Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.
 2. **Automobile Liability -** (If applicable) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
 3. **Workers' Compensation Insurance -** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
 4. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the District, its directors, officers, employees, and authorized volunteers for losses paid under the terms of this policy which arise from work performed by the Named Insured for the District; but this provision applies regardless of whether or not the District has received a waiver of subrogation from the insurer.
 5. **Professional Liability -** (also known as Errors & Omission) Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
- d. **If Claims Made Policies:**
 1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
 2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
 3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

Other Required Provisions: The general liability policy must contain, or be endorsed to contain, the following provisions:

- a. **Additional Insured Status:** District, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations

performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.

- b. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the District, its directors, officers, employees, and authorized volunteers. Any insurance or self-insurance maintained by the District, its directors, officers, employees, and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Self-Insured Retentions: Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District.

Acceptability of Insurers: Insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII or as otherwise approved by the District.

Verification of Coverage: Consultant shall furnish the District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration and Endorsements pages listing all policy endorsements. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Camrosa Water District at least ten (10) days prior to the expiration date.

Subcontractors: Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the District, its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.

Other Requirements:

- a. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other authorized representative(s)."
- b. Payment, unless otherwise specified on Page 1, is to be 30 days after acceptance by the District.
- c. Permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.
- d. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by the District. Consultant's "other authorized representative(s)" has/have the authority to execute such written change for Consultant.

The District may terminate this Agreement at any time, with or without cause, giving written notice to Consultant, specifying the effective date of termination.

EXISTING UNIVERSITY WELL SITE

EXHIBIT E

