

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE BOARD GOVERNED COUNTY SERVICE AREAS  
AND RECORD OF ACTION**

October 27, 2020

**FROM**

**BRENDON BIGGS, Director, Department of Public Works – Special Districts**

**SUBJECT**

Capital Improvement Program - CSA 70 W-3 Sanding Tank Replacement Project

**RECOMMENDATION(S)**

Acting as the governing body of County Service Area 70 W-3 (CSA 70 W-3) Hacienda Heights:

1. Find the CSA 70 W-3 Sanding Tank Replacement Project, located in Morongo Valley within San Bernardino County, is exempt under the California Environmental Quality Act (CEQA) Guidelines, Section 15302, Class 2, Replacement or Reconstruction.
2. Approve the Capital Improvement Program project in the amount of \$120,000 for the CSA 70 W-3 Sanding Tank Replacement (Project).
3. Approve budget adjustments in the amount of \$120,000 as detailed in the Financial Impact section and authorize the Auditor-Controller/Treasurer/Tax Collector to post the adjustments (Four votes required).
4. Authorize the Clerk of the Board to file and post the Notice of Exemption for the Project as required under CEQA.

(Presenter: Trevor Leja, Deputy Director, 386-8811)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost) as the \$120,000 cost of the Project will be funded entirely by CSA 70 W-3 through the following:

- Cancellation of two existing Capital Improvement Program (CIP) projects totaling \$93,000.
- Use of CSA 70 W-3 capital expansion and replacement reserves in the amount of \$27,000.

The two cancelled CIP projects are the Hacienda Mainline Replacement and Uranium Treatment System. Since there is insufficient funding available to proceed with either one of these projects, the amount currently set-aside in the CSA 70 W-3 CIP Fund (\$93,000) will now be used for the Project.

**Capital Improvement Program - CSA 70 W-3 Sanding Tank  
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The following budget adjustments are needed for CSA 70 W-3 to proceed with the Project:

<b>Fund Name</b>	<b>Fund Center</b>	<b>Commitment Item</b>	<b>Description</b>	<b>Increase (Decrease)</b>
<b>CSA 70 W-3 Hacienda Heights:</b>				
Expansion Reserve	3500004804	55305030	Operating Transfer Out	\$18,000
Expansion Reserve	3500004804	40909995	Residual Equity Tfr. In	\$18,000
Replacement Reserve	3500004810	55305030	Operating Transfer Out	\$9,000
Replacement Reserve	3500004810	40909995	Residual Equity Tfr. In	\$9,000
CIP Fund	3500004808	40909975	Operating Transfer In	\$27,000
CIP Fund	3500004808	54104010	Improvements to Land	(\$93,000)
CIP Fund	3500004808	54304030	Structures & Imp.	\$120,000

**BACKGROUND INFORMATION**

CSA 70 W-3 provides water service to approximately 600 customers in the Morongo Valley area. As part of ongoing maintenance to ensure continuous operations of the water system, it has been determined that the existing 10,000 gallon “sanding tank” is in need of replacement. Since this tank is a vital component of providing water services for district customers, it is recommended that the Board of Supervisors (Board) approve the Project. The tank will be replaced in accordance with American Water Works Association (AWWA) standards and in compliance with current seismic code requirements. The new tank will have the same capacity and will be installed at the same location of the existing tank.

CSA 70 W-3/Special Districts has conducted a full review of the Project requirements and scope of work. As evidenced by the Notice of Exemption, Section 15302 of CEQA Guidelines provides categorical exemption for projects involving Class 2, replacement or reconstruction. All work involved in the Project is consistent with Class 2 exemptions, which allows for “...replacement structures of substantially the same size, purpose, and capacity”. Therefore, it is recommended that the Board find the Project to be categorically exempt from further review under Section 15302, Class 2, (Replacement or Reconstruction) of the CEQA Guidelines (Title 14, California Code of Regulations), as well as authorize the Clerk of the Board to file and post the Notice of Exemption.

**PROCUREMENT**

Upon Board approval of this item, the bid process will begin with issuance of an advertisement for bids in the County’s Electronic Procurement (ePro) Network in accordance with Section 22037 of the California Public Contract Code, as well as advertisement in required plan rooms. A mandatory pre-bid meeting will be scheduled to allow potential contractors the opportunity to see the jobsite and evaluate the Project. Bids can be submitted up to the Project’s bid opening at the office of the Department of Public Works – Special Districts (Special Districts).

After the bids are received and reviewed, Special Districts will submit to the County Chief Executive Officer (CEO) a recommendation for award of construction contract to the lowest responsive and responsible bidder. County Code section 14.0114(d) authorizes the CEO, pursuant to Public Contract Code section 22032(b), to award construction contracts if the amount of such contract is \$200,000 or less.

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**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Kathrine Hardy, Deputy County Counsel, 387-5455) on October 13, 2020; Auditor-Controller/Treasurer/Tax Collector (Erika Gomez, General Accounting Manager, 382-3196) on October 9, 2020; Finance (Tom Forster, Administrative Analyst, 387-4635) on October 13, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on October 14, 2020.

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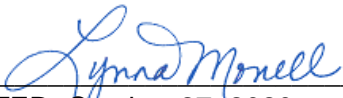
Record of Action of the Board of Supervisors  
Board Governed County Service Areas

**APPROVED (CONSENT CALENDAR)**

Moved: Robert A. Lovingood Seconded: Josie Gonzales

Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: October 27, 2020



cc: File- Board Governed County Service Areas - Areas 70-W-3  
(Hacienda) w/CEQA & Receipt

LA 10/30/2020