

## MEMORANDUM

**TO:** Indra Winquest  
Interim General Manager

**THROUGH:** Joe Pomroy, P.E.  
Director of Public Works

**FROM:** Ronnie Rector  
Public Works Contracts Administrator

**SUBJECT:** Public Works Department's Monthly Status Report for January, 2020

**DATE:** February 4, 2020

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### **PUBLIC WORKS DIRECTOR HIGHLIGHTS**

Staff has requested two new engineering design scope of services from Engineering Consultants, one for the Effluent Export Pipeline Project in SR 28 and one for the Effluent Pond Lining Project. It is anticipated to bring these to the Board either 2/26 or 3/11.

Public Works staff has been working on the operating and capital budget process in preparation for the Utility Rate Study and Budget presentations to the Board. One item of note is that District staff will be proposing to outsource the Household Hazardous Waste Collection to a vendor that will conduct collection events once per month at the Public Works site. The District's site is in need of replacement and CIP had been scheduled to update the facility for over \$150,000. There are also increasing risk and liabilities being a household hazardous handler as new regulations are passed. This type of service will be executed in 2020; if it does not meet the customer needs, we will be able to evaluate other service options.

For the period of July 1, 2019 to January 31, 2020 there have been seven trash violation fines issued, a total of 35 call outs responded to and 5 wildlife resistant residential trash carts have been issued. Garbage Can Enclosure (Bear Box/Shed) Rebate Program: current pool of applications = 12, 10 recent installations, 2 pending and 13 remaining rebates for the year.

### **WASTE NOT AND TAHOE WATER SUPPLIERS ASSOCIATION**

Staff was awarded a \$62,000 NDEP 319h Source Water Protection grant with the Tahoe Center for Environmental Sciences, for a 2-year educational campaign on micro-plastics pollution, and ways to reduce single use plastics from getting in the environment. Workgroup meetings have been initiated with student curriculum developed, and new campaign graphics are underway.

Staff began working with Incline High School (IHS) students by offering a plastic education session with the IHS "Roots and Shoots" Club, and the AP Science class, on January 27 (25

participants total). The first lesson plan offered by UC Davis, Sierra Watershed Education Partnership, and IVGID staff covered the types of plastics, what is recyclable, and a 'waste dive' analysis exercise. Several future lessons are planned including impacts at Lake Tahoe of single use plastics, market systems of solid waste, brainstorming on individual and community solutions. Students in these sessions may be part of the NDEP Micro-Plastics Grant consumer habits survey and other outreach efforts later in the spring.

Staff has been corresponding with Diamond Peak staff regarding renewables and recycling opportunities, employee outreach, wildlife encounters and a new partnership with Protect Our Winters (POW) that will help elevate the community conversation regarding climate change through at least one planned panel event scheduled for February 29. The first STOK Mountain Tour took place on January 8, with 10 attendees. Competitive tour research was completed on January 23 at Northstar in conjunction with our Marketing Department.

The production work and data compilation for the 2019 Public Works Sustainability Report is underway. The 2018 report is posted online at: <https://www.yourtahoepace.com/public-works/waste-not/sustainability>

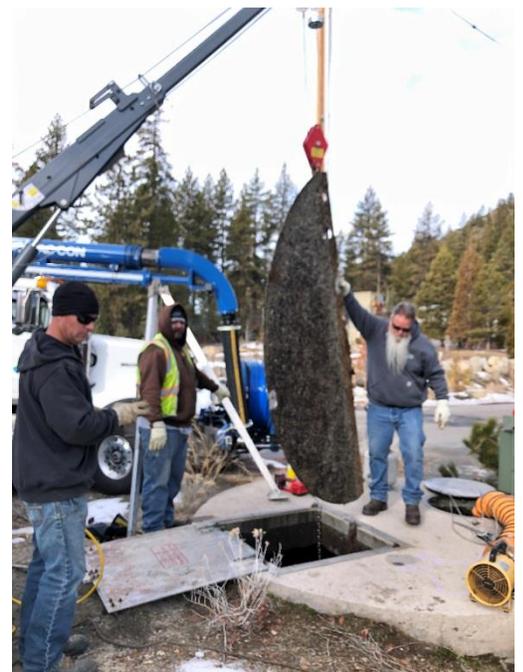
## UTILITIES HIGHLIGHTS

For January, the plants delivered 32.3 million gallons (mg) of treated water, processed 26.2 mg of wastewater, and received 5,000 gallons of septage from Thunderbird Lodge. A total of 144 tons of biosolids were trucked to Bently for recycling.

The annual EPA biosolids report was submitted, Staff attended to 8 call-outs, including 9 hours of after-hours work, and 74 corrective or unscheduled work orders were generated. Snow removal was minimal during the month.

District sewer pump stations received a lot of attention in January. Grease removal was done at Sewer Pump Stations 1 and 8, and staff spent additional time upgrading valves, plumbing, motors and drive units and making other improvements at SPS 1 and SPS 9. The old catwalk was removed from SPS 12 (photo).

We have gone live with the new backflow module in Nexgen, completing training sessions for the Compliance and administrative teams. We will work in parallel with the old system in BillMaster until we are confident we can rely entirely on the Nexgen package.



## **ENGINEERING HIGHLIGHTS**

The Engineering Division is working on several CIP projects, including:

### **Projects in Design**

#### Championship Golf Maintenance Building Drainage and Wash Pad Improvements

A 2020 Capital Improvement Project, this project will improve surface and sub-surface drainage, construct a modern wash pad facility, and spot-treat pavement failures at the Championship Golf Maintenance Building. An engineering consultant has been hired to complete the design and is currently working with staff to develop construction documents for bidding in spring 2020, with construction anticipated in summer/fall 2020.

#### Martis Peak Road - Water Main Replacement

A 2020 Capital Improvement Project, this project includes slip-lining a 14-inch water main under State Route 28 and replacing aging steel water main in Martis Peak Road and Rifle Peak Court. IVGID Engineering staff is completing the design and this project is on schedule to bid in spring 2020 with construction in summer/fall 2020.

#### Tennis Center Renovation

On June 19, the Board approved for staff to begin the design of the tennis center renovation. The architectural, design and permitting services scope of work was approved at the August 14 Board meeting with the removal of Bocce Courts. The key project objectives are renovation of the pro-shop buildings and surrounding site to renovate aging restrooms, expand the pro-shop by enclosing outdoor kitchenette area, expand and enhance the deck area, improve wayfinding and flow of traffic through the Tennis Center. The Board selected a design development alternative on November 13. Engineering staff has reviewed 50% Design construction documents and returned comments to the Architect. Project permitting will occur in the coming months and the final design is tentatively scheduled to be presented to the Board on March 11, prior to advertising for bids.

### **Projects under Construction**

#### WRRF Aeration System Improvements

The aeration process of wastewater treatment supplies oxygen to facilitate the biological activity that converts raw sewage into treated wastewater effluent. The plant has six-200,000-gallon aeration basins with two jet aeration clusters per basin. These clusters utilize pressurized air to mix and recirculate the wastewater and provide the necessary oxygen to the microorganisms. The pressurized air is delivered by multistage centrifugal blowers that are metered by electronically operated valves in order to keep the correct balance of oxygen in the aeration basins at all times. This project funds the design and

replacement of the aeration system equipment at the WRRF. The Board awarded the construction contract to the lowest responsive bidder, KG Walters, on December 11. A preconstruction meeting was held on January 15, 2020 and the Contractor is currently preparing submittals for all the required equipment. Contractor is scheduled to mobilize to the site in mid-March and the project will continue until December 2020.

#### Water Reservoir Safety and Security Improvements

This project will replace the ladders that access the top of the water reservoirs, install intermediate access platforms, install protective railings and install new fall protection devices. The exterior access to the roof area is required to meet the needs of the District to monitor the water quality in the reservoirs and perform routine repairs to radio communication equipment. The ladders also need to be secured from access by the public. The reservoir ladders, fall protection, platforms, and protective railings will meet the current Occupational Safety and Health Administration (OSHA) safety standards. The Board awarded the contract to Resource Development Company on April 10, 2019. Construction began this summer and is expected to be substantially complete by June 30, 2020.

#### WPS 2-1 Incline – (Adjacent to Burnt Cedar Beach)

Water Pump Station 2-1 (WPS 2-1) is located at the Burnt Cedar Water Disinfection Plant (BCWDP) and pumps the disinfected potable water into the water distribution system to serve Incline Village and Crystal Bay. WPS 2-1 was largely constructed in 1972 with minor upgrades in 1995 and 2012. The electric motor control centers (MCCs) and switchgear at WPS 2-1 date to the original 1972 installation. This equipment does not meet modern OSHA requirements for Arc Flash safety and the MCCs and switchgear are at the end of their service life and no longer supported by the respective manufacturers. Jacobs Engineering completed the design. The Board awarded the contract on August 28, 2019 to San Joaquin Electric. Notice to Proceed was issued on September 9 and project completion is anticipated for April 2020. An onsite construction coordination meeting occurred on January 22. Currently equipment cut-over is scheduled for the week of February 24.

#### Mountain Course Clubhouse Renovation

On August 11, 2018 a fire occurred in the Mountain Course Clubhouse which led to the closing of the kitchen area. The Board approved renovation plans include a revised allocation of floor space, changes to access and substantial change to customer flow. A new ADA accessibility to the lower level for food service and construction of a new and expanded deck and the installation of new windows and doors. The Board approved the design on May 22, 2019 and authorized advertising for bids which then occurred on June 21, 2019. The Board awarded the construction contract to Houston Smith Construction at the August 14 BOT meeting. Project is currently in construction with grading, utilities, decking and paving complete. Winter work will be the interior renovation.

IVGID Recreation Center Paver Entrance

A 2020 Capital Improvement Project to replace the cracking concrete entrance at the IVGID Recreation Center with concrete pavers. Engineering staff has completed design and project will bid this spring with an anticipated start date of May 4, 2020.

IVGID Recreation Center Site Lighting Replacement

A 2020 Capital Improvement Project to replace bollard and site lights with modern LED fixtures. An outside Electrical Engineering firm has completed design and project will bid this spring with an anticipated start date of May 4, 2020.

Incline Village Bocce Courts

At the August 14, 2019 Board of Trustees meeting, the Board prioritized construction of bocce courts. Two bocce courts were initially included in the Tennis Center remodel but were removed in favor of maintaining the existing hitting wall. At the November 13, 2019 Board of Trustees meeting a preferred site was selected adjacent to the IVGID Recreation Center. Engineering staff has completed design, and project will bid this spring with an anticipated start date of June 1, 2020.

No other Public Works contracts were issued in January.

Contract administration and administrative support for the month included those projects listed in the various division reports included herein, and support for other capital improvement projects underway throughout the District.

**BUSINESS OFFICE HIGHLIGHTS**

The Business Office posted 58 delinquent accounts for shut-off, and no accounts were shut off for non-pay, due to snow accumulation. Potential leak notices were sent to 252 accounts. Accounts were updated for 12 properties that changed ownership in January.