

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winqest
District General Manager

FROM: Brad Underwood, P.E.
Director of Public Works

SUBJECT: Review, discuss, and possibly authorize a Professional Services Agreement for the Effluent Pipeline Project – 2524SS1010 – Fund: Utility; Division: Sewer; Vendor: HDR in the amount of \$115,614 for the Effluent Pipeline Design Project - Phase I **Critical** Pipeline **Repair** Design Professional Services.

DATE: June 1, 2021

I. RECOMMENDATION

That the Board of Trustees moves to:

1. Review, Discuss, and Possibly Authorize a Professional Services Agreement for the Effluent Pond Lining Project – 2524SS1010 – Fund: Utility; Division: Sewer; Vendor: HDR in the amount of \$115,614 for the Effluent Pipeline Design Project - Phase I **Critical** Pipeline **Repair** Design Professional Services.
2. Authorize Staff to execute the contract documents.

II. BACKGROUND

At the May 12, 2021 IVGID Board of Trustees Meeting, the Board authorized Staff to solicit an updated and phased proposal from HDR for the Effluent Export Pipeline Project #2524SS1010 (Attachment A to the Short Form Agreement). HDR has been working on the Effluent Export Pipeline for a number of years and has a wide breadth of knowledge regarding the history and the existing condition of the pipeline, this institutional knowledge will be an asset in developing this future project. The purpose of the project is to replace or rehabilitate the pipeline which has occasional leaks and has reached the end of its useful life.

Granite Construction, CMAR Contractor, has reviewed numerous documents provided by HDR, and provided the District a Findings Memorandum and recommended that the District contract with HDR to proceed with Phase 1 – Effluent Export Pipeline design professional services.

HDR has provided a Phase I design proposal (Attachment A to the Short Form Agreement) which will include project management, critical pipeline repair identification, critical pipeline repair design, and permitting. Critical pipeline repair identification work will include preparation of an exhibit clearly identifying required critical pipeline repair locations as well as the areas of completed repairs that have occurred within Segments 2 and 3 since the last design memo was written. The critical pipeline repair design work will include up to 24 locations where repairs are required and the replacement pipe material has been identified. HDR will also lead the effort and collaborate with Granite Construction to obtain the NDOT and TRPA permit required for these repairs. Phase II is needed to perform additional investigation work in conjunction with the CMAR to determine methods of construction for the final design of the pipeline replacement or rehabilitation. Staff is working with HDR and the CMAR to finalize this scope of work and anticipate bringing a contract amendment to the Board in July 2021. Phase III will be comprised of preparing preliminary and final design documents as well as providing support during the bidding of the project. Phase IV is anticipated to cover engineering services during construction. The Board of Trustees will be presented the Phased design contracts for approval as the project progresses.

This memorandum has been placed on the Consent Calendar because it does not include changes to user rates or taxes, adoption or amendment of ordinances, or any other action which is subject to a public hearing.

III. BID RESULTS

This item is not subject to competitive bidding within the meaning of Nevada Revised Statute (NRS) 332.115 as described in subsection (b) Professional Services.

Additionally, per NRS 625.530, selection of a professional engineer or registered architect to perform work on public works projects (where the complete project costs exceed \$35,000) is to be made solely on the basis of the competence and qualifications of the engineer or architect and not on the basis of competitive fees.

HDR successfully completed the pre-analysis phase and has already developed thorough knowledge of the need and intended scope of this project.

IV. FINANCIAL IMPACT AND BUDGET

Funding for professional engineering design services in the amount of \$115,614 for Phase I design will be funded from the 2020/2021 CIP budget Project #2524SS1010 (see attached data sheet – Attachment B).

Engineering staff time will also be billed to the project to manage the design and bidding phase of the project.

V. ALTERNATIVES

None proposed.

VI. BUSINESS IMPACT

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.

Attachments:

A – Short Form Agreement (HDR Proposal Attached)

B – 2524SS1010 CIP Data Sheet

SHORT FORM AGREEMENT
between
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
and
HDR ENGINEERING, INC.
for
PROFESSIONAL SERVICES

This Agreement is made as of date between **INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT (IVGID)**, hereinafter referred to as "Owner," and **HDR ENGINEERING, INC.**, hereinafter referred to as "Consultant." Owner intends to complete the Project(s) as described in Attachment A, Consultant's Scope of Work and Proposed Work Schedule, and as amended from time to time, hereinafter referred to as the "Project."

1.0 BASIC SERVICES

The Consultant shall perform the following tasks and additional services as may be included from time to time by Additional Services Addendums (ASAs) to this Agreement in accordance with Paragraph 4.2, Additional Services:

Basic Services are as described in Attachment A, essentially consisting of Project Management, Critical Pipeline Repair Identification and Design, and Permitting services for Owner's Effluent Export Pipeline Project (Project). Tasks are more formally described in the attached Exhibit A, Consultant's Scope of Work for Phase 1 of the Project.

All documentation, drawings, reports and invoices submitted for this project will include IVGID Purchase Order Number TBD.

2.0 OWNER'S RESPONSIBILITIES

Owner shall do the following in a timely manner so as not to delay the services of Consultant:

- 2.1** Designate in writing a person to act as Owner's representative with respect to services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and interpret and define Owner's policies and decisions with respect to Consultant's services for the Project.
- 2.2** Assist Consultant by placing at Consultant's disposal existing data, plans, reports and other information known to, in possession of, or under control of Owner which are relevant to the execution of Consultant's duties on the Project. Also, provide all criteria and full information as to Owner's requirements for the Project, including design criteria, objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.

3.0 PERIODS OF SERVICE

3.1 **General.** The provisions of Section 3 and the various rates of compensation for Consultant's services provided for elsewhere in this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion of the Services contained herein. Consultant's obligation to render services hereunder will extend for a period which may reasonably be required for the performance of Consultant's services and required extensions thereto. If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided and if such dates are exceeded through no fault of Consultant, all rates, measures, and amounts of compensation provided herein shall be subject to equitable adjustment pursuant to Section 5.9.

3.2 Consultant agrees to exercise diligence in the performance of its services consistent with the agreed upon schedule, which is based upon an anticipated completion date of no later than **December 31, 2021**, subject, however, to the exercise of the generally accepted standard of care for performance of services.

4.0 PAYMENT TO CONSULTANT

4.1 Methods of Payment for Services and Expenses of Consultant

Compensation Terms Defined

"Reimbursable Expenses" shall mean the actual expenses incurred directly or indirectly in connection with the Project, including, but not limited to subconsultants or subconsultant costs, transportation and subsistence incidental thereto, obtaining bids or proposals from Consultant(s), toll telephone calls, express mail and telegrams, reproduction of Reports, Drawings, Specifications, Bidding Documents, and similar Project-related items in addition to those required under Section 1. In addition, Reimbursable Expenses will also include expenses incurred for main frame computer time and other highly specialized equipment, including photographic production.

Basis and Amount of Compensation for Basic Services. Compensation shall be as indicated in Attachment A, with a total amount of **One Hundred Fifteen Thousand, Six Hundred Fourteen Dollars (\$115,614.00)**, to be billed on a time and materials basis. In no event shall compensation for any Activity identified in Attachment A exceed the amount set forth in the attachment.

4.2 Basis and Amount of Compensation for Additional Services

Compensation for additional services shall be on the basis agreed upon at the time of request for additional services. The estimated amount of additional services will be determined at the time the additional services are requested.

4.3 Intervals of Payments

Payments to Consultant for Basic and Additional Services rendered and Reimbursable Expenses incurred shall be made once every month by Owner. Consultant's invoices will be submitted once every month and will be based upon total services completed at the time of billing. Owner shall make prompt payments in response to Consultant's invoices. Invoices shall be sent to invoices@ivgid.org with a copy sent to RLR@ivgid.org.

4.4 Other Provisions Concerning Payments

If Owner fails to make any payment due Consultant for services and expenses within 30 days after receipt of Consultant's statement, the amounts due Consultant will be increased at the rate of one percent (1%) per month from date of Owner's receipt of invoice.

If the Project is suspended or abandoned in whole or in part for more than 90 days, Consultant shall be compensated for all services performed prior to receipt of written notice from the Owner of such suspension or abandonment, together with Reimbursable Expenses then due.

If any items in any invoices submitted by Consultant are disputed by Owner for any reason, including the lack of supporting documentation, Owner may temporarily delete the disputed item and pay the remaining amount of the invoice. Owner shall promptly notify Consultant of the dispute and request clarification and/or remedial action. After any dispute has been settled, Consultant shall include the disputed item on a subsequent regularly scheduled invoice or on a special invoice.

5.0 GENERAL CONSIDERATIONS

5.1 Termination

This Agreement may be terminated in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party. However, no termination for default may be initiated unless the other party is given a ten (10) calendar day cure period after written notice (delivery by certified mail, return receipt requested) of intent to terminate.

This Agreement may be terminated in writing (delivered by certified mail, return receipt requested) by Owner for its convenience.

Upon any termination, Consultant shall (1) promptly discontinue all Services affected (unless a termination notice from Owner directs otherwise); and (2) deliver or otherwise make available to Owner upon full payment for services rendered to the date of termination, all documents, data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by Consultant in performing this Agreement, whether such materials are completed or in process. All payments due Consultant at termination shall be made by Owner.

5.2 Ownership of Documents

The original documents, plans, electronic files, studies or reports prepared under this Agreement, for which the Owner pays compensation to the Consultant, except for working notes and internal documents, shall become and remain the property of the Owner, and upon payment of said compensation, shall be surrendered to the Owner upon the completion of the Work under this Agreement or on the completion of specific phases of the Work, if requested by the Owner. All deliverables in Attachment A shall be provided to Owner regardless of whether requested by Owner. The Consultant may retain copies of said work in their files, but such work shall not be released to any other party or reused by the Consultant without the express written consent of the Owner. Reuse of any of these drawings, specifications or other work products of the Consultant by the Owner for other than the specific project covered in this Agreement without the written permission of the Consultant shall be at the Owner's risk, provided that the Consultant shall not be liable for any claims or damages arising out of such unauthorized reuse by the Owner or by other's actions through the Owner.

5.3 Professional Liability Insurance

Consultant shall maintain professional liability insurance for protection against claims arising out of performance of services under this Agreement caused by negligent acts, errors, or omissions for which "PROFESSIONAL SERVICES" is legally liable for a period of five (5) years thereafter, if available and reasonably affordable. The professional liability policy shall provide a minimum coverage of \$1,000,000. Consultant shall maintain the existing retroactive date on all future policies with the same insurance company and attempt to do so if Consultant changes insurance companies. In the event that Consultant goes out of business during the instant period, Consultant shall purchase, at the request of Owner, an extended reporting period.

Should Consultant's normal professional liability coverage be less than the minimum required amount, Consultant may purchase project insurance or obtain a rider on his normal policy in an amount sufficient to bring Consultant's coverage up to minimum requirements.

5.4 Controlling Law

This Agreement is to be governed by and construed in accordance with the Laws of the State of Nevada.

5.5 Successors and Assigns

The parties hereby bind their respective partners, successors, executors, administrators, legal representatives, and, to the extent permitted by this section 5.5, their assigns, to the terms, conditions, and covenants of this Agreement.

Neither Owner nor Consultant shall assign, sublet, or transfer any rights under or interest in this Agreement (including, but without limitation, monies that may become due or monies that are due) without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law.

Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Consultant from employing such independent professional associates, subconsultants, and consultants as Consultant may deem appropriate to assist in the performance of Services.

Except as may be expressly stated otherwise in this Agreement, nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Owner and Consultant, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Consultant and not for the benefit of any other party.

5.6 Dispute Resolution

This Agreement to engage in alternate dispute resolution (“ADR”) pursuant to NRS 338.150 and any other Agreement or consent to engage in ADR entered into in accordance herewith as provided in this Section 5.6 will be specifically enforceable under the prevailing Nevada law in the Second Judicial District Court of the State of Nevada in and for the County of Washoe. Any dispute arising under this contract will be sent to mediation. Any mediation shall occur in Incline Village, Washoe County, Nevada. The mediation shall be conducted through the American Arbitration Association (AAA) and be governed by the AAA’s Mediation Procedures.

The mediator is authorized to conduct separate or ex parte meetings and other communications with the parties and/or their representatives, before, during and after any scheduled mediation conference. Such communications may be conducted via telephone, in writing, via email, online, in person or otherwise.

Owner and Consultant are encouraged to exchange all documents pertinent to the relief requested. The mediator may request the exchange of memorandum on all pertinent issues. The mediator does not have the authority to impose a settlement on the parties but such mediator will attempt to help Owner and Consultant reach a satisfactory resolution of their dispute. Subject to the discretion of the mediator, the mediator may make oral or written recommendations for settlement to a party privately, or if the parties agree, to all parties jointly.

Owner and Consultant shall participate in the mediation process in good faith. The mediation process shall be concluded within sixty (60) days of a mediator being assigned.

In the event of a complete settlement of all or some issues in dispute is not achieved within the scheduled mediation session(s), the mediator may continue to communicate with the parties, for a period of time, in an ongoing effort to facilitate a complete settlement. Any settlement agreed upon during mediation shall become binding if within thirty (30) days after the date that any settlement agreement is signed, either the Owner or Consultant fails to object or withdraw from the agreement. If mediation shall be unsuccessful, either Owner or Consultant may then initiate judicial proceedings by filing suit. Owner and Consultant will share the cost of mediation equally unless agreed otherwise.

5.7 Equal Employment and Non-Discrimination

In connection with the Services under this Agreement, Consultant agrees to comply with the applicable provisions of State and Federal Equal Opportunity statutes and regulations.

5.8 Indemnification and Legal Fees

Consultant agrees to defend, indemnify and hold harmless the public body, and the employees, officers and agents of Owner from any liabilities, damages, losses, claims, actions or proceedings, including, without limitation, reasonable attorneys' fees and costs, to the extent that such liabilities, damages, losses, claims, actions or proceedings are caused by the negligence, errors, omissions, recklessness or intentional misconduct of the Consultant or the employees or agents of Consultant in the breach of performance of the contract. If the insurer by which the Consultant is insured against professional liability does not so defend Owner and the employees, officers and agents of Owner and the Consultant is adjudicated to be liable by a trier of fact, the trier of fact shall award reasonable attorney's fees and costs to be paid to Owner by the Consultant in an amount which is proportionate to the liability of the design Consultant. As used in this section, "agents" means those persons who are directly involved in and acting on behalf of Owner or Consultant, as applicable, in furtherance of the contract or the public work to which the contract pertains.

As respects all acts or omissions which do not arise directly out of the performance of professional services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, Consultant agrees to indemnify, defend (at Owner's option), and hold harmless Owner, its officers, agents, employees, and volunteers from and against any and all claims, demands, defense costs, or liability arising out of any acts or omissions of Consultant (or Sub-contractor, if any) while acting under the terms of this Agreement; excepting those which arise out of the negligence, errors, omissions, recklessness or intentional misconduct of the employees, officers or agents of Owner.

The obligations of each indemnifying party hereunder shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this section. The indemnification shall not be diminished or limited in any way to the total limits of insurance required in this contract or otherwise available to the indemnifying party. If the liability is asserted by an employee of an indemnifying party, the indemnification herein is not limited to damages, compensation or benefits payable by or for the indemnifying party under worker's compensation acts, disability benefit acts or other employee benefit acts. Each indemnifying party shall be permitted to participate, if it chooses, in the defense of any action claiming liability, even if the indemnified party is indemnified hereunder. Either party may set off any of its rights under this subsection against any consideration it provides under this agreement. The obligations to indemnify and save harmless herein survive the expiration or termination of this Agreement.

The prevailing party in any litigation between Owner and Consultant regarding this Agreement shall be entitled to recover its reasonable attorneys' fees and costs. The hourly rate for such fees shall not exceed the rate paid by Owner.

5.9 Changes and Modifications

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless approved by both parties in a written amendment to this Agreement. Such amendment shall be authorized and signed in the same manner as this Agreement.

5.10 Licenses

Consultant shall have a Washoe County business license, and all appropriate Consultant's licenses and certifications for the services to be performed.

5.11 Severability

In the event any provision of this Agreement shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties.

5.12 Waiver

One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

5.13 Extent of Agreement

This Agreement, including all Attachments, and any and all amendments, modifications, and supplements duly executed by the parties in accordance with this Agreement, govern and supersede any and all inconsistent or contradictory terms, prior oral or written representations or understandings, conditions, or provisions set forth in any purchase orders, requisition, request for proposal, authorization of services, notice to proceed, or other form or document issued by Owner with respect to the Project or Consultant's services.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and date of the year first set forth above.

OWNER:
INCLINE VILLAGE G. I. D.
Agreed to:

CONTRACTOR:
HDR Engineering, Inc.
Agreed to:

By: _____
Brad B. Underwood, P. E.
Director of Public Works

By: _____
Signature of Authorized Agent

Print or Type Name and Title

Date

Date

Reviewed as to Form:

Joshua Nelson
District General Counsel

If Contractor is a corporation, attach evidence of authority to sign.

Date

Owner's address for giving notice:
INCLINE VILLAGE G. I. D.
893 Southwood Boulevard
Incline Village, Nevada 89451
775-832-1267- Engineering Division

Contractor's address for giving notice:
HDR Engineering, Inc.
2365 Iron Point Road, Suite 300
Folsom, California 95630

SCOPE OF WORK

Incline Village General Improvement District Effluent Export Pipeline Project

Phase 1

Task 1 – Project Management

Subtask 1.1 – Project Management

HDR shall perform project management tasks as required for the work, including communicating with staff, preparing monthly invoices, project filing, preparing a schedule, and coordinating the quality assurance effort. HDR shall maintain a Decision Log throughout the project to document decisions made regarding the project. The Decision Log will be reviewed as needed during the project progress calls described below. It is assumed HDR will receive a notice to proceed in July 2021, and that the project will be completed by December 31, 2021.

Subtask 1.2 – Quality Assurance/Quality Control (QA/QC) Program

HDR shall institute and maintain a QA/QC program for the work performed on this project. Senior technical staff, not involved in the project, will perform internal QA/QC of all project deliverables prior to submittal to IVGID.

Subtask 1.3 – Meetings

HDR shall attend up to three in-person meetings at IVGID offices (or other locations in the Lake Tahoe/Reno area as required). These meetings are expected to consist of the following:

- An in-person Partnering Meeting to be held in Reno, NV, with IVGID and Construction Manager At-Risk (CMAR) staff. The meeting is assumed to be up to six hours in length and will be attended by up to four HDR staff members. The Partnering Facilitator will be selected and retained by the CMAR. The Partnering Facilitator will prepare an agenda and minutes for the session.
- A Design Review Meeting following the submittal of the 50% Design Submittal to discuss IVGID CMAR comments on the submittal and items to be resolved to finalize the design. This meeting is assumed to be up to two hours in length and will be attended by up to two HDR staff members. HDR shall prepare an agenda and minutes for this meeting.
- A Design Review Meeting following the submittal of the 90% Design Submittal to discuss IVGID CMAR comments on the submittal and items to be resolved to finalize the design. This meeting is assumed to be up to one hour in length and will be attended by up to two HDR staff members. HDR shall prepare an agenda and minutes for this meeting.

HDR shall also attend project progress conference calls with IVGID and CMAR staff to be held every two weeks throughout the duration of the project. These calls will be attended by HDR's project manager and other staff as needed.

Deliverables:

- *Decision Log.*
- *Monthly Invoices.*
- *QA/QC review comments will be incorporated into each submittal described below.*
- *Meeting agendas and minutes (Design Review Meetings).*

Task 2 – Critical Pipeline Repair Identification

Subtask 2.1 – Critical Repair Identification

HDR shall re-evaluate previous critical defect recommendations, assess locations of leaks that have occurred since the previous recommendations were made, and provide a final determination of locations to be addressed. HDR shall prepare an exhibit that shows the critical locations, and areas that have been previously repaired (including material type and length of repair), for Segments 2 and 4 of the existing Effluent Export Pipeline.

Task 3 – Critical Pipeline Repair Design

HDR shall prepare documents for use by CMAR for the construction of the work, including project drawings, technical specifications, and, working with CMAR, an Engineer's Opinion of Probable Construction Cost (OPCC). It is anticipated that current IVGID standard Division 0 ("Front-end") documents will be provided by IVGID for inclusion in the Project Manual.

For the purposes of this scope of work, up to 24 Critical Pipeline Repair locations and the following Critical Pipeline Repair Sheet List are assumed:

Sheet No.	Drawing No.	Drawing Title
1	G1	Cover
2	G2	Sheet List and Location Maps
3	G3	Abbreviations
4	G4	Legends and Symbols
5	G5	General Details 1
6	G6	General Details 2
7	G7	General Details 3
8	G8	General Details 4
9	C1	Pipeline Repair Key Plan Map and System Profile
10	C2	Pipeline Repair 1 Enlarged Area Plans
11	C3	Pipeline Repair 2 Enlarged Area Plans
12	C4	Pipeline Repair 3 Enlarged Area Plans
13	C5	Pipeline Repair 4 Enlarged Area Plans

Subtask 3.1 – 50% Design Submittal

HDR shall prepare a 50% Design Submittal consisting of a complete set of drawings, technical specifications, and OPCC, and shall submit the documents to IVGID for review.

Subtask 3.2 – 90% Design Submittal

HDR shall prepare a 90% Design Submittal consisting of a complete set of drawings, technical specifications, and OPCC, incorporating IVGID and CMAR comments on the 50% Design Submittal, and shall submit the documents to IVGID for review.

Subtask 3.3 – Final Design Submittal

HDR shall prepare a Final Design Submittal consisting of a complete set of construction documents incorporating any IVGID and CMAR comments on the 90% Design Submittal, and prepare to advertise for bids.

Assumptions:

- *Distribution of construction documents to CMAR shall be by IVGID.*

Deliverables:

- *50% Design Submittal:*
 - *One digital PDF file of the drawings, technical specifications, and OPCC.*
- *90% Design Submittal:*
 - *One digital PDF file of the drawings, technical specifications, and OPCC.*
- *Final Design Submittal:*
 - *One digital PDF file of the final stamped and sealed drawings, technical specifications, and OPCC.*

Task 4 – Permitting

HDR will lead the effort and collaborate with CMAR to obtain necessary approvals and permits. Necessary permits are assumed to include:

Subtask 4.1 – Nevada Department of Transportation (NDOT) Permitting

HDR shall coordinate with the NDOT and shall prepare the Encroachment Permit Application and supporting documentation (e.g., drawings) for the Critical Repair Project. Application shall be submitted, and any fees paid, by IVGID.

Subtask 4.2 – Tahoe Regional Planning Agency (TRPA) Permitting

HDR shall provide as-needed assistance to IVGID and coordination with the TRPA for obtaining necessary TRPA permitting for the Critical Repair Project. Since the extent of required TRPA permitting is not known at this time, but is expected to be minimal, an allowance of 12 hours has been included for this task.

Deliverables:

- *Completed NDOT Encroachment Permit Application and supporting documents.*
- *As-needed documents and/or figures for TRPA permitting assistance.*

TASKS NOT INCLUDED IN THIS SCOPE OF WORK

- Mapping, delineation, and geotechnical investigation of borrow sites.
- Right-of-way permits for borrow sites or access routes.
- Negotiations of right-of-way.
- Staking services, records of survey, mapping, or monumentation of new rights-of-way, or easements.
- Environmental delineation or survey (e.g., wetlands survey)
- Review and inspection of contractor's safety program, means, and methods.
- Prevailing wage rate monitoring.
- Warranty inspection.
- Construction engineering services.

Table 1 - Estimated Work Effort and Cost

Incline Village General Improvement District
 Effluent Export Pipeline Project - Phase 1

Task No.	Task Description	Principal/QA/QC	Project Manager	Project Engineer	Technical Specialist	NDOT Coord	CADD Tech	Admin/Clerical	Total HDR Labor Hours	Total HDR Labor (\$)	Total HDR Expenses (\$)	Total Cost (\$)
Task 1 - Project Management												
1.1	Project Management		36					12	48	\$12,791		\$12,791
1.2	QA/QC Program	48	12					8	68	\$18,088		\$18,088
1.3	Meetings		29	23	8	8		4	72	\$17,942	\$650	\$18,592
	Subtotal Task 1	48	77	23	8	8	0	24	188	\$48,822	\$650	\$49,472
Task 2 - Critical Pipeline Repair Identificaton												
2.1	Critical Repair Identification								0	\$0		\$0
	Subtotal Task 2	0	0	0	0	0	0	0	0	\$0	\$0	\$0
Task 3 - Critical Pipeline Repair Design												
3.1	50% Design Submittal		12	70			56	16	154	\$27,015	\$200	\$27,215
3.2	90% Design Submittal		7	44			34	8	93	\$16,357	\$200	\$16,557
3.3	Final Design Submittal		5	26			22	4	57	\$10,216	\$200	\$10,416
	Subtotal Task 3	0	24	140	0	0	112	28	304	\$53,588	\$600	\$54,188
Task 4 - Permitting												
4.1	NDOT Permitting		8	20		16		4	48	\$9,839		\$9,839
4.2	TRPA Permitting		2	8				2	12	\$2,114		\$2,114
	Subtotal Task 4	0	10	28	0	16	0	6	60	\$11,954	\$0	\$11,954
COLUMN TOTALS		48	111	191	8	24	112	58	552	\$114,364	\$1,250	\$115,614



Project Summary

Project Number:	2524SS1010
Title:	Effluent Pipeline Project
Project Type:	B - Major Projects - Existing Facilities
Division:	24 - Transmission
Budget Year:	2021
Finance Option:	
Asset Type:	SS - Sewer System
Active:	Yes

Project Description				
The Effluent Pipeline Project will be a multi-year pipe replacement project. The immediate priority is to replace all of the remaining Segment 3 pipeline (12,385 linear feet) and to make immediate repairs to the Segment 2 pipeline (17,314 linear feet) to extend its life and avoid future leaks. The project timeline is to accomplish this over multiple construction seasons. TRPA and NDOT permits typically prohibit SR 28 traffic control delays from July 1 to September 5. This limits construction to May, June and Sept 6 to Oct 15. The replacement of Segment 3 would occur over two construction seasons. Replacing segment 2 would require 3 construction seasons. Repairs to segment 2 could be accomplished with a segment 3 construction phase.				
Project Internal Staff				
The engineering division will support this project. Outside consultants will be used for design and management. The project will be publicly advertised in accordance with NRS 338.				
Project Justification				
The District currently owns, operates and maintains a 21-mile pipeline that exports treated wastewater effluent out of the Lake Tahoe Basin. This pipeline was installed in 1970 as part of the regional effort to protect Lake Tahoe's water quality by requiring all wastewater effluent to be exported out of the basin. Within the Tahoe Basin, this pipe is divided into three segments. Segment 1 is the low-pressure supply pipe to the pump station near Sand Harbor. Segment 2 is the welded steel high-pressure discharge pipe exiting the pump station. Segment 3 is the remaining low pressure jointed steel transmission pipeline within the Tahoe Basin running south to Spooner Summit. Segment 4 is the pipe that carries the effluent down the east side of the Carson Range from Spooner Summit to Hwy 395. Segment 5 is the pipeline that extends from HWY 395 to the bank of the Carson River. Segment 6 is the pipeline from the Carson River that delivers the effluent to the IVGID Wetlands Disposal Facility and was installed in 1983. A condition assessment completed on Segments 2 and 3 confirmed pipe deficiencies.				
Forecast				
Budget Year	Total Expense	Total Revenue	Difference	
2021				
Internal Services	100,000	0	100,000	
Project Design and Construction Costs	1,900,000	0	1,900,000	
Year Total	2,000,000	0	2,000,000	
2022				
Internal Services	100,000	0	100,000	
Project Design and Construction Costs	1,900,000	0	1,900,000	
Year Total	2,000,000	0	2,000,000	
2023				
Internal Services	100,000	0	100,000	
Project Design and Construction Costs	1,900,000	0	1,900,000	
Year Total	2,000,000	0	2,000,000	
2024				
Internal Services	100,000	0	100,000	
Project Design and Construction Costs	1,900,000	0	1,900,000	
Year Total	2,000,000	0	2,000,000	
2025				
Internal Services	100,000	0	100,000	
Project Design and Construction Costs	1,900,000	0	1,900,000	
Year Total	2,000,000	0	2,000,000	
	10,000,000	0	10,000,000	
Year Identified	Start Date	Est. Completion Date	Manager	Project Partner

2012	Jul 1, 2020	Jun 30, 2025	Engineering Manager	
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