



PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111



Since 1918

Board of Directors

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Attorneys



March 23, 2017

*Agenda for a Meeting
of the Facilities Committee of the Palmdale Water District
Committee Members: Vincent Dino-Chair, Joe Estes
to be held at the District's office at 2029 East Avenue Q, Palmdale
Monday, March 27, 2017
2:00 p.m.*

NOTE: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Roll call.
- 2) Adoption of agenda.
- 3) Public comments for non-agenda items.
- 4) Action Items: (The public shall have an opportunity to comment on any action item as each item is considered by the Committee prior to action being taken.)

- 4.1) Consideration and possible action on approval of minutes of regular meeting held June 13, 2016.
- 4.2) Consideration and possible action on purchase of forklift. (\$19,000.00 – Non-Budgeted – Facilities Manager Moore)
- 4.3) Consideration and possible action on remodel of front lobby. (\$10,000.00 – Budgeted – Customer Care Supervisor Peuse)
- 4.4) Consideration and possible action on award of contract for the remodeling and necessary upgrades to the relocated Leslie O. Carter Water Treatment Plant control room under Work Order No. 17-603. (\$19,708.00 – Budgeted – Project Manager Thompson)
- 5) Information Items.
 - 5.1) Other.
- 6) Board members' requests for future agenda items.
- 7) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: March 21, 2017 **March 27, 2017**
TO: FACILITIES COMMITTEE **Facilities Committee Meeting**
FROM: Mr. Tim Moore, Facilities Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Matt Knudson, Assistant General Manager
RE: ***AGENDA ITEM NO. 4.2 – CONSIDERATION AND POSSIBLE ACTION
ON PURCHASE OF FORKLIFT. (\$19,000.00 – NON-BUDGETED –
FACILITIES MANAGER MOORE)***

Recommendation:

Staff recommends the Facilities Committee approve the purchase of one used forklift in the amount of \$19,000.00.

Impact of Taking No Action:

The impact of taking no action will eliminate the use at the Leslie O. Carter Water Treatment Plant facility of unloading materials and supplies needed for daily operations.

Background:

Our current forklift used at the Leslie O. Carter Water Treatment Plant was purchased in 1997 from a surplus auction. This was a military unit built in 1988. Staff has performed numerous repairs experiencing a high cost of hard to find parts for replacements. Since our purchase, the District has spent approximately \$9,500.00 on repair and maintenance.

Budget:

This is a non-budgeted item expensed from Plant Expenditures Budget.

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: March 22, 2017 **March 27, 2017**
TO: FACILITIES COMMITTEE **Facilities Committee Meeting**
FROM: Ms. Tara Peuse, Customer Care Supervisor
VIA: Mr. Matthew Knudson, Engineering Manager
Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 4.3 – CONSIDERATION AND POSSIBLE ACTION
ON REMODEL OF FRONT LOBBY. (\$10,000.00 – BUDGETED –
CUSTOMER CARE SUPERVISOR PEUSE)*

Recommendation:

Staff recommends the Committee approve the updating of the Customer Care Lobby for the amount not to exceed \$10,000.00.

Background:

The Customer Care lobby has its original paint and furnishings from 1993. In preparation for the 100th Year Anniversary, we recommend giving the lobby a makeover. This will begin with upon entry guests will be greeted by a directory kiosk guiding them in the direction they need to go depending on which department their business is in. This addition will take away the confusion that currently occurs. Also, the walls and wood fixtures will be updated in harmonizing hues including new frames for the Directors' pictures creating a more welcoming environment. In addition, our newly painted display cases will then hold artifacts and pictures for customers to enjoy while they are in our lobby. The same color scheme will then follow through the Customer Care Representative area unifying the public and the employee area creating a coordinated aesthetic appeal to our lobby and workplace.

Strategic Plan Initiative:

The update of the Customer Care lobby will enhance our customers' experience honoring Initiative Number 6 - Customer Care & Advocacy of our Strategic Plan.

Budget:

This project is identified as code 1043230-100, Main Office Building Maintenance and Repairs and available in the budget.

Supporting Documents:

- Quotation for front lobby remodel

Marcus Bohler Construction

5108 W. Ave. L-8, Lancaster, CA. 93536
(661) 305-8245 Office (661) 943-5013 Fax
Lic # 864214

Palmdale Water District C/O Tammy Lucas
2029 East Avenue Q
Palmdale Ca 93550

11-12-16

Estimate # 339

Lobby-

Create Kiosk according to design provided by Water District. Will match other furniture in lobby. Install Kiosk.

Upper balcony wall remove two planters and patch drywall.

Paint all walls and doors in lobby. Price includes small walls second story.

Price includes east wall to rear of building through work are and includes chair rail. Also west side to cove middle of building and three walls in cove including chair rail. (this wall also paint Tara's door frame and trim.)

Lobby walls remove wall paper and chair rail. Finish sheet rock and ready for paint. Includes to frame in old magazine holder and cover with sheetrock. Paint four doors including front of elevator one set double doors and 2 single doors.

Prime and paint front of service counter and lip on counter.

Prime and paint the following existing furnishings. Picture case, 2 writing table bases, display case by elevator.

Install small 3/4 by 62" window ledge with molding apron below it at window near elevator. Paint trim color.

All labor and material included.

Balance 9,306.00

Deposit of 2,000.00 at contract signing.

Balance when complete 7306.00

Thank You

Marcus Bohler

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE: March 21, 2017 **March 27, 2017**
TO: FACILITIES COMMITTEE **Facilities Committee Meeting**
FROM: Mr. Peter Thompson, Project Manager
VIA: Mr. James Riley, Engineering/Grant Manager,
 Mr. Matthew Knudson, Assistant General Manager
 Mr. Dennis LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 4.4 - CONSIDERATION AND POSSIBLE ACTION ON
 AWARD OF CONTRACT FOR THE REMODELING AND NECESSARY
 UPGRADES TO THE RELOCATED LESLIE O. CARTER WATER
 TREATMENT PLANT CONTROL ROOM UNDER WORK ORDER NO. 17-
 603. (\$19,708.00 – BUDGETED – PROJECT MANAGER THOMPSON)***

Recommendation:

Staff recommends that the Facilities Committee award a contract to Kuhnhofer Builders, Inc. from Palmdale CA in the not-to-exceed amount of \$19,708.00 for the remodeling and necessary upgrades to relocate the water treatment plant control room.

Financial Impact:

Construction Contract:	\$ 19,708.00
Other Materials/Equipment (by P.W.D.):	\$ 10,750.00
 Total Estimated Project Costs:	 \$ 30,458.00

The approved 2017 Capital Projects List includes \$35,000.00 for this project.

Background:

The existing control room is located in the entryway lobby of the treatment plant and exposed to an increasingly greater volume of non-employee traffic creating a less secure environment for a highly critical component of the operation, which potentially impacts the entire distribution system. For this reason, staff determined to relocate the control room to the former lab area. With a minimal amount of remodeling or refurbishment and a few upgrades, the new control room can be more easily secured or safeguarded and function more efficiently.

The following is an evaluation of the proposal submitted by Kuhnhofer Builders, Inc.:

Kuhnhofer Builders Inc., located at 6727 Pistachio Place, Palmdale, CA 93551 holds a current and active Class B – General Building Contractor license. The contractor’s state license number is 927276. This license was first issued on January 12, 2009. The license expiration date is January 21, 2019.

FACILITIES COMMITTEE
PALMDALE WATER DISTRICT

VIA: Mr. James Riley, Engineering/Grant Manager
Mr. Matthew Knudson, Assistant General Manager
Mr. Dennis LaMoreaux, General Manager

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March 21, 2017

Kuhnhofer Builders Inc. is exempt from having workers compensation insurance, as they have no employees at this time.

Kuhnhofer Builders Inc., as the lowest responsible bidder, has met the criterion of providing the lowest bid price of qualified firms at \$19,708.00. The lowest qualified bid price is \$1,594.00, or 7.5 percent, lower than the next lowest bid.

Supporting Documents:

- Proposal from Kuhnhofer Builders, Inc.

Strategic Plan Initiative:

Strategic Initiative No. 3 – Systems Efficiency

KUHNHOFER BUILDERS INC.

6727 PISTACHIO PLACE, PALMDALE CA 93551

March 15, 2017

License #927276

For: Barry Crawford
Palmdale Water District
700 East Ave S
Palmdale CA 93551

Quote for Office Remodel

Drywall complete	\$5,250
New T-bar ceiling bar (ceiling tiles incl.)	\$2,750
Chorion countertops	\$7,312
Commercial carpet flooring	\$2,200
Cove base	\$480

Total price **\$17,992**

Additional cost for cabinets and countertop east wall

Cabinets installed	\$5,040
Chorion countertop	\$1,716

Total extra cost ~~\$6,756~~
\$1,716

Note~wages will be paid prevailing

Thank You,

Kuhnhofer Builders
661-992-2150