



## **BOARD MEETING AGENDA SUBMITTAL**

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**TO:** GCSB Board of Directors

**FROM:** Peter Kampa, General Manager

**DATE:** March 11, 2025

**SUBJECT:** Agenda Item 4D: Notice of the Filing of the Headworks Improvement Project Notice of Completion with the County of Tuolumne

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### **RECOMMENDED ACTION:**

#### **Staff recommends the following action:**

*Your Motion to Approve the Consent Calendar Recognizes the Filing of the Notice of Completion for the WWTP Headworks Replacement Project.*

### **BACKGROUND:**

The Headworks Improvements Project consisted of the replacement of the existing headworks screens with District furnished drums screens and washer/compactors, new bypass facilities, general site improvements, and building renovations.

The construction of the Project's scope of work has been completed per the plans and technical specifications prepared for the project, with modifications made through change orders. AM Consulting Engineers, Inc. attended a final walkthrough of the project site to verify that the project had been adequately completed.

Based on the findings during the final walkthrough the Headworks Improvements Project can be accepted and deemed complete.

### **FISCAL IMPACT:**

Construction costs for the Headworks Improvements Project will be covered in full by Groveland CSD through sewer rate increases adopted beginning in 2018. Costs for these improvements were included in the adopted fiscal year 2022/2023 through 2024/2025 final budgets.

### **ATTACHMENTS:**

1. Resolution 07-2023
2. Notice of Completion

**RESOLUTION 07-2023**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AUTHORIZING THE AWARD OF THE HEADWORKS IMPROVEMENTS PROJECT TO SIERRA MOUNTAIN CONSTRUCTION FOR A BID AMOUNT OF \$1,197,000.00 AND TO AUTHORIZE THE GENERAL MANAGER TO SIGN AN AGREEMENT ON BEHALF OF THE DISTRICT**

**WHEREAS**, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

**WHEREAS**, the District has the authority to construct, operate and maintain the Wastewater Treatment Facility; and

**WHEREAS**, the District needs to complete improvements to the Wastewater Treatment Facility; and

**WHEREAS**, the proposed improvements were included in the adopted fiscal year 2022/2023 final budget; and

**WHEREAS**, AM Consulting Engineers prepared plans and specifications for the Headworks Improvements Project; and

**WHEREAS**, the Project was advertised on January 12, 2023 in the Union Democrat; and

**WHEREAS**, a mandatory pre-bid meeting was held on January 11, 2023 where three (3) contractors attended; and

**WHEREAS**, the bids received were publicly opened and read on January 31, 2023; and

**WHEREAS**, the District has the authority to reject any and all bids, or to award the contract to the lowest responsive bidder; and

**WHEREAS**, Sierra Mountain Construction, Inc. bid dated January 31, 2023 is included herein for reference and are to be included in the contract documents as detailed in the project specifications.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY approve as follows:

1. The General Manager is authorized to issue Notice of Award to the lowest bidder Sierra Mountain Construction, Inc.
2. The General Manager is authorized to execute the construction contract to the lowest bidder Sierra Mountain Construction, Inc. in the amount of \$1,197,000.00 after the Contractor's Performance and Payment Bonds are received.
3. The General Manager is authorized to negotiate Construction Change Orders (CCO) in an amount not to exceed a 15% increase in the original bid and contract amount.
4. The General Manager is authorized to negotiate deductive (cost) change order that result in a comparable work product.
5. The General Manager is authorized to negotiate a construction start date and issue the Notice to Proceed to the Contractor in accordance with the Project Plans and Specifications.
6. The General Manager is authorized to approve and process Contractor payments within the cost limitations stated herein, in accordance with the Project Plans and Specifications.
7. The General Manager is authorized to file the Project Notice of Completion in accordance with the Plans and Specifications.

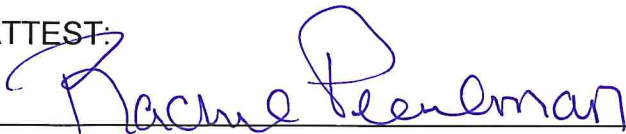
**WHEREFORE**, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on February 7, 2023, by the following vote:

AYES: Directors Mora, Armstrong, Edwards, and Swan

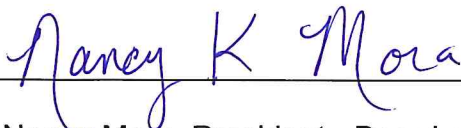
NOES:

ABSENT: Director Kwiatkowski

ATTEST:

  
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Rachel Pearlman, Board Secretary

  
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Nancy Mora, President - Board of Directors

**CERTIFICATE OF SECRETARY**

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on February 14, 2023.

DATED: 2-14-2023

**RECORDING REQUESTED BY:  
AND FOR THE BENEFIT OF,**

Groveland Community Services District  
No Fee-Gov/t. Code Sections  
6103 and 27383

**WHEN RECORDED, MAIL TO:**

Groveland Community Services District  
18966 Ferretti Rd,  
Groveland, CA 95321

**Recorded in Official Records  
County of Tuolumne County**

**Kaenan Whitman  
County Recorder**

**DOC # 2025-001593**

02/20/2025  
11:06 AM

Titles: 1 Pages: 1

Fees: \$0.00

Taxes: CA SB2 Fee: \$0.00

cvillalobos

Total: \$0.00

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**NOTICE OF COMPLETION**

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion.

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is: **Groveland Community Services District**
3. The full address of the owner is: **18966 Ferretti Rd, Groveland, CA 95321**
4. The nature of the interest or estate of the owner is: **In Fee**
5. A work of improvement on the property hereinafter described was completed on: **November 24, 2024**. The work done was: **Headworks equipment replacement, drainage improvements, bypass facility improvements, fencing improvements and building renovations.**
6. The name of the contractor, if any, for such work of improvement was: **Sierra Mountain Construction, Inc., 13919 Mono Way, Sonora, CA 95370.**
7. The properties on which said work of improvements were completed are in the County of Tuolumne, State of California, and are described as follows: **The Groveland Community Services District Wastewater Treatment Facility located on the east side of Ferretti Rd in Groveland.**
8. The street addresses of said properties are: **18966 Ferretti Rd, Groveland, CA 95321.**

Dated: 2/19/2025

  
Peter Kampa  
District Manager

**VERIFICATION**

I, the undersigned, say: I am the **Engineer for the Groveland Community Services District**, the declarant of the foregoing notice of completion;

I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

  
(PERSONAL SIGNATURE OF THE INDIVIDUAL WHO IS SWEARING THAT THE CONTENTS OF THE NOTICE OF COMPLETION ARE TRUE.)

Executed on November 24, 2024, at Fresno, CA  
(DATE) (LOCATION)