

Central Services  
Joan Araujo, Director

Engineering Services  
Anastasia Seims, Director

Roads & Transportation  
Anitha Balan, Director

Water & Sanitation  
Vacant, Director

Watershed Protection  
Jeff Palmer, Director

September 10, 2024

Board of Supervisors  
Ventura County Watershed Protection District  
800 South Victoria Avenue  
Ventura, CA 93009

**Subject: Approval of the Plans and Specifications for the Coyote Creek Pilot Channel (Demolition Phase) Project; Authorization for the Public Works Agency Director or His Designee to Approve Addenda, to Waive Minor Irregularities in the Bid, to Award the Contract to the Lowest Responsive, Responsible Bidder Provided that the Low Bid Does not Exceed the Engineer's Estimate of \$395,000.00 and to Execute a Contract With That Bidder for the Coyote Creek Pilot Channel (Demolition Phase) Project – Located in the unincorporated area of Casitas Springs near Ojai, CA; Specification No. WP25-06, Project No. P6081176; Authorization for the Auditor-Controller to Process the Necessary Accounting Transactions; Supervisorial District No. 1. RECOMMENDATION NO. 5 REQUIRES 4/5THS VOTE**

**Recommendations:**

1. Approve the plans and specifications including addenda for the construction of the Coyote Creek Pilot Channel (Demolition Phase) Project – located in the unincorporated area of Casitas Springs near Ojai, CA (Exhibits 1 and 2), Specification No. WP25-06, Project No 81176;
2. Authorize the Public Works Agency (PWA) Director or his designee to issue and approve addenda which clarify ambiguities, or correct errors in the plans and specifications;
3. Authorize the PWA Director or his designee to waive any minor irregularities in the bids;
4. Authorize the PWA Director or his designee to award a contract to the lowest responsive, responsible bidder provided the low bid does not exceed the Engineer's estimate of \$395,000.00, and to execute subject contract after review and approval as to form by County Counsel;



5. Authorize the Auditor-Controller to process the accounting transactions necessary to increase appropriations for Watershed Protection District Zone 1, Fund S710 (4/5ths vote required):

INCREASE	4210-4211	Intergovernmental Revenues	\$460,313
INCREASE	4210-4211	Services and Supplies	\$595,000
DECREASE	4210-4211	Restricted Public Protection	\$134,687

**Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	Natural Resources Conservation Service, California Office of Emergency Services (CalOES) and Watershed Protection District Zone 1
Funding Match Required:	25% of eligible costs of which CalOES will cover 75%
Impact on Other Department(s):	None

**Summary of Revenue and Total Costs:**

	<b><u>FY 2024-25</u></b>	<b><u>FY 2025-26</u></b>
Revenue:	\$ 460,313	\$ 0
Costs:		
Direct	\$ 554,600	\$ 0
Indirect – Agency/Dept.	\$ 38,700	\$ 0
Indirect – County CAP	\$ 1,700	\$ 0
Total Costs	<u>\$ 595,000</u>	<u>\$ 0</u>
Net Costs	\$ 134,687	\$ 0
Recovered Indirect Costs	\$ 0	\$ 0

**Current FY Budget Projection:**

<b>Current FY 2024-25 Budget Projection for Watershed Protection District Zone 1 - Unit 4211</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$9,580,000	\$9,580,000	\$9,580,000	\$0
Revenue	\$13,539,200	\$13,539,200	\$13,539,200	\$0
Net Cost	(\$3,959,200)	(\$3,959,200)	(\$3,959,200)	\$0

Sufficient revenue and appropriations will be available in the FY 2024-25 Watershed Protection District Zone 1 Adjusted Budget after approval of Recommendation No. 5.



### **Discussion:**

The project is located within and along Coyote Creek, a tributary to the Ventura River, near the unincorporated area of Casitas Springs in Ventura County, California (See Exhibits 1 and 2). The project site is located at 575 Casitas Vista Rd. (Exhibit 2).

The storm events experienced early in 2023 caused flooding in the areas adjacent to Coyote Creek. The strength and duration of the storms experienced last year and early this year exacerbated sediment buildup in the creek by bringing sediment from the nearby mountains down the creek. After most of the water had receded, the extent of accumulated sediment within the creek is now especially evident at the Camp Chaffee Road low water crossing, where there are approximately 4 feet of sediment and surface water on top of the existing road surface.

The subject project involves demolishing all structures located within the project boundary including a house and accessory dwelling buildings, a pool, and a dry weather creek crossing, excavating 300 linear feet (LF) of a pilot channel 25 feet wide and 5 feet deep (average) with banks at 2(H):1(V) tying to the existing topography. The existing dry weather crossing acts as a dam, impounding debris during high flow events. The existing terrain is heavily vegetated which has also contributed to the sediment buildup by slowing down the water; this causes sediment suspended in the water to settle and deposit over time and will require 300 LF of vegetation and tree removal within the limits of the pilot channel. Vegetation will also be cut down to the existing surface elevation, 15 feet past the overbanks on both sides of the pilot channel to provide construction equipment access. It is preferable that construction occurs during the dry season to reduce impacts to water quality. Any water that will be present within the creek during construction will require diversion, control, and removal.

The Watershed Protection District (District) is working in collaboration with the U.S. Department of Agriculture Natural Resources Conservation Service (NRCS). Funding is available for the proposed channel improvements on private property through the NRCS Emergency Watershed Protection Program (EWPP). NRCS administers the EWPP, which responds to emergencies created by natural disasters. The EWPP is a recovery effort aimed at relieving imminent hazards to life and property caused by floods, fires, windstorms, and other natural disasters. Threats that the EWPP addresses are termed watershed impairments. NRCS may bear up to 75 percent of the eligible construction cost of emergency measures.

The subject project must have a project sponsor, which is a responsible government agency. The District was requested to sponsor this project by Supervisor LaVere, with concurrence by the affected residents. Initial discussions were held with NRCS, and the District was informed in June 2024, that the Project was eligible for 75% of the estimated project cost. The District received the Notice of Award from the NRCS on September 5, 2024.



The NRCS program also requires a local match for the remaining 25 percent of the project construction cost, approximately \$395,000. The California Office of Emergency Services (CalOES) has a program that will fund 75 percent of the remaining local 25 percent cost share for this project, or \$74,063. This leaves \$24,687. Note that the CalOES funding is only available at project completion. The District intends to apply to CalOES for reimbursement once the project has been completed and closed out by NRCS.

Bids for the project are scheduled to be opened on October 10, 2024. Your Board is being requested to authorize in advance the Director of Public Works to award the contract to the lowest responsive, responsible bidder to expedite the construction schedule and issue a Notice to Proceed to commence the work. We would like to do the work before the rainy season so obstructions to flow are removed and winter storm flow can pass through the system without potential flooding to surrounding neighbors or additional sediment deposition.

A copy of the abstract of bids received will be checked and attached to the Director's award letter, a copy of which will be forwarded to the Clerk of the Board

Regulatory permitting for the project is in progress and includes authorizations to be issued by the U.S. Fish and Wildlife Service, National Marine Fisheries Service, U.S. Army Corps of Engineers, California Department of Fish and Wildlife, and Regional Water Quality Control Board. The project is statutorily exempt from CEQA under Section 15269 (a) and (c), Emergency Projects. The Notice of Exemption was filed after your Board's approval on July 23, 2024.

The estimated total project costs are as follows:

Preliminary Engineering:	\$ 100,000
Construction Contract:	\$ 395,000
Construction Engineering:	\$ 90,000
Right of Way:	\$ 10,000
Contingencies:	\$ 0
Total	\$ 595,000

### **Strategic Plan:**

This item contributes to the Board of Supervisors (Board's) 2024-2027 strategic priority to provide:

- III. Reliable infrastructure and sustainability through
  - 3. Investing in sustainable infrastructure, renewable energy, and preservation of our natural resources.



This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel. The Contract is on a standard form previously reviewed by County Counsel.

If you have any questions regarding this item, please contact the undersigned at 654-2040.

Sincerely,



Jeff Palmer, P.E.  
Director  
Watershed Protection District

Attachments:

- Exhibit 1 – Vicinity Map
- Exhibit 2 – Location Map
- Exhibit 3 – Plans and Specifications

