

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: April 16, 2025

To: Mayor and Town Council
From: Garrett Broughton, Senior Engineer
Subject: Acceptance of Work for the Influent Wet Well Screen Improvements Project

Recommendation to Council:

Adopt a resolution accepting the work performed by Valentine Corporation for the Influent Wet Well Screen Improvements Project and directing the Town Clerk to record a Notice of Completion.

Strategic Plan Element:

The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

Discussion:

On June 21, 2023, Council adopted the 5-Year Capital Improvement Program (CIP) for Fiscal Years 2023-2028, which included the Influent Wet Well Screen Improvements Project. The location of work for this project (Attachment 2) is the influent pump station at the Town's Water Reclamation Facility. Items of work include the installation of a new mechanical rake screen to remove trash and debris from the waste stream.

Public Works staff received four bids and Valentine Corporation submitted the lowest responsible bid of \$957,369. A Construction Agreement with Valentine Corporation was executed on February 20, 2024. Two contract change orders (CCOs) were submitted, increasing the overall project cost by \$64,754.35. The final contract amount was \$1,022,123.35. Staff has determined that the work specified in the contract has been completed in accordance with the terms and conditions of the contract. The project was completed within the proposed budget.

Fiscal Impact:

The construction contract encumbered \$1,022,123.35 of the Water Reclamation Capital Fund in the Council approved Fiscal Year 2023-25 budget.

Environmental Review:

The Project is exempt from the California Environmental Quality Act (CEQA) in accordance with section 15301 Class 1 because it consists of operation, repair, maintenance, permitting, leasing, licensing, or minor alternation of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. Therefore, no environmental review is required. A Notice of Exemption was filed with the County Clerk of the County of Sonoma on November 17, 2023.

Attachment(s):

[1. Resolution](#)

2. Project Location Map

Prepared by:

Brendan Barrett
Engineer II

Reviewed by:

Garrett Broughton
Senior Engineer

Reviewed by:

Carl Euphrat
Deputy Director of Engineering

Reviewed by:

Shannon Cotulla
Public Works Director/Town Engineer

Recommended by:

Jon Davis
Town Manager