

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: August 6, 2025

To: Mayor and Town Council
From: Garrett Broughton, Senior Engineer
Subject: Acceptance of Work for the Recycled Water Transfer Improvements Project

Recommendation to Council:

Adopt a resolution accepting the work performed by Valentine Corporation for the construction of the Recycled Water Transfer 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.

Background:

On August 17, 2022, Council approved a Major Construction Agreement with Valentine Corporation for the Recycled Water Transfer Improvement Project. Valentine Corporation's initial bid of \$1,473,369 was greater than both the engineer's estimate and the overall budget for the project. To reduce costs, staff removed elements of work and negotiated a lower cost with Valentine Corporation. The initial bid was awarded by council with Change Order 1, a formal document that modifies the original contract terms. This change order reduced the overall cost by \$873,651 resulting in a final approved amount of \$672,120.

The approved construction agreement included replacement of two damaged buried valves at the Town's aged CSA Pump station. This station is used to bring stored recycled water back from Sonoma Water's North Pond into the Town's recycled water system.

The project also included a new manhole and sewer connection near the intersection of Conde Lane and Shiloh Road to allow the Town to accept wastewater from Sonoma Water's Airport-Larkfield-Wikiup Sanitation Zone (ALWSZ) treatment plant during emergencies and to serve the 2020 recycled water agreement between the Town and Sonoma Water. The sewer connection enables Sonoma Water to prevent wastewater from commingling with recycled water stored in the North Pond during high flow events.

Finally, the project also included installation of a pressure sustaining valve at the Town's Mitchell Lane Golf Course Pump Station which allows recycled water to fill Pond 8 while still maintaining system pressure for the other irrigators.

Over the course of work, various required underground adjustments, concrete and asphalt repair, electrical relocations, and bid item quantity adjustments resulted in Change Orders 2 through 5, adding \$34,531.21 to the overall agreement price.

In October of 2023, Staff added an element of work, requesting Valentine Corporation to install a recycled water pressure reducing valve/turnout at the water reclamation facility to allow operations to maintain high water pressure required for processes and cleaning on-site, while simultaneously, providing lower and safer recycled water pressures to the High School and Fire Station No. 3 facilities. Change Order 6, covering this work, added \$25,000 to the project. Change Orders 2 through 6, a total of \$59,531.21, were within the 10-percent change order threshold approved by Council on August 17, 2022.

Staff identified funds for further advancement of the project in the Fiscal Year 2023/24 Water Capital Fund; in particular, replacement of the two aged CSA station pumps and associated deteriorated aboveground piping and filters. Because this work was already competitively bid by Valentine Corporation (and was removed from the scope of work with Change Order 1) and because the piping would be available for rehabilitation while the Town was accepting wastewater flows from Sonoma Water through the newly constructed Conde/Shiloh sewer connection (per the aforementioned 2020 recycled water agreement), staff recommended rescoping and revisiting the work and adding a new Change Order 7 to Valentine Corporation's construction agreement. Change Order 7, for \$602,369, was approved by Council during the May 1, 2024 meeting, thus bringing the total contract amount to \$1,272,918.

Discussion:

The attached resolution acknowledges the successful completion of the project, which was carried out in accordance with the approved plans and specifications.

After lead time delays in pump arrival and filter manufacturer startup assistance, the project was completed in May 2025. Following one final Change Order 8, which reduced the contract price by \$60,632.51 for unused time and material line items, the construction work was completed with a final cost of \$1,212,286.

Staff has determined that the specified work has been completed in accordance with the terms and conditions of the contract and the project was completed within the proposed budget. Furthermore, directing the Town Clerk to record a Notice of Completion, will officially document the project's completion and ensure all contractual obligations have been fulfilled.

Fiscal Impact:

The proposed action does not result in any direct fiscal impact.

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 - Accept Work Recycled Water Transfer Improvements Project](#)
2. [Location Map](#)

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