

ATTACHMENT: 4

Budget



**East Contra Costa County Integrated Regional Water Management
Proposition 84 2015 Implementation Grant Application**

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List of Acronyms and Abbreviations:

CCWD	Contra Costa Water District
DAC	Disadvantaged Communities
DWR	Department of Water Resources
ECCC IRWM	East Contra Costa County Integrated Regional Water Management
hr	Hour
LPS	Local Project Sponsor
MOU	Memorandum of Understanding
PSP	Proposal Solicitation Package
sq. ft	Square Feet

Introduction

The East Contra Costa County (ECCC) Sustainable Delta Water Management Proposal is a diverse set of well-considered, widely vetted, and cost-effective solutions to provide direct water-related benefits to the region, including disadvantaged communities (DACs). In funding this effort, the California Department of Water Resources (DWR) will support the significant investments of these local project agencies.

Organization of Project Budget Summaries

The ECCC Sustainable Delta Water Management Proposal consists of grant administration and three within Eastern Contra Costa County, with two primary areas of benefit:

- Water Conservation
- Recycled Water Supply

To facilitate review, the projects are grouped by primary benefit type, as listed below.

Primary Project Benefit	Project ID#	Project Proponent	Project Title
Water Conservation	1	Contra Costa Water District (CCWD)	East Contra Costa County Lawn to Garden Rebate Program
Recycled Water Supply	2	City of Brentwood	Brentwood Non-Potable Water Distribution System – Phase III
	3	Delta Diablo	Delta Diablo Recycled Water Supply Expansion and Residential Fill Station Project
-	4	CCWD	Grant Administration

Proposal Budget

The total cost of implementing the projects in this Proposal is **\$3,386,199**. Of this amount, **\$879,965** (26%) is non–state match funding, **\$0** is other state funding, and **\$0** is being requested as a disadvantaged community funding match waiver. A total of **\$2,506,234** is being requested under the 2015 Proposition 84 Integrated Regional Water Management (IRWM) Implementation Grant Program. The Proposal budget summary is shown in **PSP Table 8**, below.

PSP Table 8. Summary Budget						
Proposal Title: ECCC Sustainable Delta Water Management						
Individual Project Title		(a)	(b)	(c)	(d)	(e)
		Requested Grant Amount	Cost Share: Non-State Fund Source (Funding Match)	Cost Share: Other State Funding Sources	Total Cost	% Funding Match (Col b/Col d)
(a)	East Contra Costa County Lawn to Garden Rebate Program	\$100,000	\$35,059	\$0	\$135,059	26%
(b)	Brentwood Non-Potable Water Distribution System – Phase III	\$1,125,000	\$393,691	\$0	\$1,518,691	26%
(c)	Delta Diablo Recycled Water Supply Expansion and Residential Fill Station Project	\$1,162,234	\$451,215	\$0	\$1,613,449	28%
(d)	Grant Administration	\$119,000	\$0	\$0	\$119,000	0%
(e)	Proposal Total	\$2,506,234	\$879,965	\$0	\$3,386,199	-
(f)	DAC Funding Match Waiver Total <i>(Not applicable)</i>	-	-	-	-	-
(g)	Grand Total	\$2,506,234	\$879,965	\$0	\$3,386,199	26%

Budget Summaries

This section presents budget summaries for the projects listed below.

Project ID#	Project Proponent	Project Title
1	CCWD	East Contra Costa County Lawn to Garden Rebate Program
2	City of Brentwood	Brentwood Non-Potable Water Distribution System – Phase III
3	Delta Diablo	Delta Diablo Recycled Water Supply Expansion and Residential Fill Station Project
4	CCWD	Grant Administration

Project budget summaries are presented below for each of the three projects included in this Proposal, and for Grant Administration (Project 4).

Project budget tables (**PSP Table 7**) illustrate project costs, requested grant support, and funding matches by task category.

Budget summaries include a brief summary of the following budget categories, cost sharing (funding matches), and a discussion of how the budgets are reasonable:

- a) Direct Project Administration,
- b) Land Purchase/Easement,
- c) Planning/Design/Engineering/Environmental Documentation, and
- d) Construction/Implementation.

Project 1 – East Contra Costa County Lawn to Garden Rebate Program

Overview

The rebate level for other agencies throughout the State range from \$0.75 to \$3.00 per square foot (sf). Customer participation increased significantly in 2014 when the rebate was increased from \$0.50 to \$1.00 per sf of lawn. The \$100,000 grant amount will provide for up to 100 residential lawn conversion applications. The majority of applications from past years were from the Martinez, Walnut Creek, Pleasant Hill and Concord areas. This grant fund will specifically target rebate applications in East Contra Costa County, east of Pittsburg (covering Antioch and areas east). The recent drought restriction has spurred increase interest in water conservation in the east Contra Costa region. CCWD anticipates 100 or more requests for rebates in East Contra Costa County specifically, over the next 2 years.

The project costs are based on CCWD implementation of the same program for over two years.

The Lawn to Garden Rebate program will terminate when funds run out. No contingency funds are included.

PSP Table 7. Project Budget					
Proposal Title: ECCC Sustainable Delta Water Management					
Project Title: Project 1 – East Contra Costa County Lawn to Garden Program					
Project serves a need of a DAC?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Funding Match Waiver request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Category		(a)	(b)	(c)	(d)
		Requested Grant Amount	Cost Share: Non-State Fund Source* (Funding Match)	Cost Share: Other State Fund Source	Total Cost
(a)	Direct Project Administration	\$0	\$3,771	\$0	\$3,771
(b)	Land Purchase/Easement	\$0	\$0	\$0	\$0
(c)	Planning/Design/Engineering/Environmental Documentation	\$0	\$0	\$0	\$0
(d)	Construction/Implementation	\$100,000	\$31,288	\$0	\$131,288
(e)	Grand Total	\$100,000	\$35,059	\$0	\$135,059
*Source of funding: Match funds will be provided by CCWD Rates					

Justification

Supplemental Detailed Cost Justification:

Row a: Direct Project Administration – Administration of the program will be provided as match funding, as detailed below.

Task	Staff	Estimated Labor Rate	Hours Per Quarter	Cost
Task 1 - Project Management				
	Senior Manager	\$80/hr	2	\$ 160
	Water Conservation Manager	\$59/hr	8	\$ 472
	Admin Analyst	\$50/hr	5	\$ 250
subtotal				\$ 882
FY16 Overhead & benefits120%				\$ 1,058
Task 1 Total				\$ 1,940
Task 2 - Reporting				
	Senior Manager	\$80/hr	2	\$ 160
	Water Conservation Manager	\$59/hr	8	\$ 472
	Admin Analyst	\$50/hr	4	\$ 200
subtotal				\$ 832
FY16 Overhead & benefits120%				\$ 999
Task 2 Total				\$ 1,831
Total Category (a)				\$3,771

Row b: Land Purchase – No project costs apply to this budget category.

Row c: Planning/Design/Engineering/Environmental Documentation – No project costs apply to this budget category.

Row d: Construction/Implementation – The cost to administer the program will include staff time to review applications, conduct site pre-inspection prior to approval to proceed, and conduct post-construction inspections for compliance prior to issuing rebates. This estimate assumes each Water Conservation Work will spent 1.5 hours for each pre- and post-inspection, and that 100 rebate application will be received during the 2-year implementation period.

Task	Staff	Estimated Labor Rate	Hours Per Quarter	Cost
Task 12 - Implementation Activities				
	Water Conservation Manager	\$59/hr	58	\$ 3,422
	Water Conservation Worker	\$36/hr	300	\$ 10,800
subtotal				\$ 14,222
FY16 Overhead & benefits120%				\$ 17,066
Task 12 Total/Total Category (d)				\$ 31,288

Project 2 – Brentwood Non-Potable Water Distribution System – Phase III

Overview

In 2012, the City had finalized the design on a non-potable waterline along Grant Street. For this project application, the project limits have been decreased to reduce the total cost of this project. The City modified the engineer’s estimate to include only the items and quantities attributed to this project. A 10% contingency was then added to give a construction total of \$1,200,000. Environmental, design and permits costs amounted to 15% of the construction cost and construction management and inspection costs amounted to 10% of the construction cost for a total of \$300,000. The 25% increase of construction total is typical for all City of Brentwood construction projects.

The City had already spent \$230,000 on design, engineering, and permits. Of this dollar amount, the City has attributed \$160,000 to this project. The reason that this projects portion is more than half of the amount already spent is because of the additional design, environmental, and permits required for crossing the Union Pacific Railroad tracks. The City estimates another \$11,141 in order to modify the plans and specifications, as well as, obtain the remaining permits.

The total project cost is \$1,518,691. The City is requesting \$1,125,000, which is 74% of the estimated total project cost. The City’s match of \$393,691 (26%) will come from a mixture of facility fees and enterprise funds.

PSP Table 7. Project Budget					
Proposal Title: ECCC Sustainable Delta Water Management					
Project Title: Brentwood Non-Potable Water Distribution System – Phase III					
Project serves a need of a DAC?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Funding Match Waiver request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Category		(a)	(b)	(c)	(d)
		Requested Grant Amount	Cost Share: Non-State Fund Source* (Funding Match)	Cost Share: Other State Fund Source	Total Cost
(a)	Direct Project Administration	\$0	\$27,550	\$0	\$27,550
(b)	Land Purchase/Easement	\$0	\$0	\$0	\$0
(c)	Planning/Design/Engineering/ Environmental Documentation	\$0	\$171,141	\$0	\$171,141
(d)	Construction/Implementation	\$1,125,000	\$195,000	\$0	\$1,320,000
(e)	Grand Total	\$1,125,000	\$393,691	\$0	\$1,518,691
*Source of funding: The project is funded by City facility fees and enterprise funds.					

Justification

Row a: Direct Project Administration

The East Contra Costa County IRWM has hired a consultant, Horizon, to write and compile the grant applications. \$27,550 is the City's portion of the cost to prepare the grant.

Row b: Land Purchase – No project costs apply to this budget category.

Row c: Planning/Design/Engineering/Environmental Documentation –

The City hired Nolte Associates, Inc. to perform the CEQA environmental analysis, and to prepare the design plans and bid specifications. Since January 1, 2011, the City has spent \$230,000 on design, environmental, and permits for this project. Of this dollar amount, the City is attributing \$160,000 related to environmental compliance for this proposed project. The City estimates another \$11,141 in order to modify the plans and specifications, as well as, obtain the remaining permits.

Row d: Construction/Implementation –

An engineer's estimate was prepared by the consultant that prepared the project plans for the City in 2012. The quantities were modified to match the reduced scope of this grant application. A 10% construction contingency was added to cover any change orders that may occur during construction and the present cost estimate revised for 2016.

10% of the construction cost was used to estimate the construction management and inspection cost. This is a typical percentage used for all City projects.

Construction/Implementation - \$1,320,000

References

- Engineer's Project Cost Estimate for the project, July 2015

Project 3 – Delta Diablo Recycled Water Supply Expansion and Residential Fill Station Project

Overview

The total cost associated with the Recycled Water Supply Expansion and Residential Fill Station Project is \$1,613,449, and includes the cost to complete tasks within Budget Categories (a), (c), and (d). Of the total project costs, \$1,162,234 is being requested for grant funding. The remaining \$451,215 would be provided by Delta Diablo's revenues and is currently included in the District's Capital Improvement Plan (CIP). In total, the requested funding constitutes 72 percent of the total project cost, meaning that the non-State share of total project cost (funding match) is 28 percent for this project. Though this project will directly benefit DACs in the District's service area, a Funding Match Waiver is not being requested.

PSP Table 7. Project Budget					
Proposal Title: ECCC Sustainable Delta Water Management					
Project Title: Project 3 - Delta Diablo Recycled Water Supply Expansion and Residential Fill Station Project					
Project serves a need of a DAC?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
Funding Match Waiver request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Category		(a)	(b)	(c)	(d)
		Requested Grant Amount	Cost Share: Non-State Fund Source* (Funding Match)	Cost Share: Other State Fund Source	Total Cost
(a)	Direct Project Administration	\$0	\$37,700	\$0	\$37,700
(b)	Land Purchase/Easement	\$0	\$0	\$0	\$0
(c)	Planning/Design/Engineering/Environmental Documentation	\$0	\$193,721	\$0	\$193,721
(d)	Construction/Implementation	\$1,162,234	\$219,794	\$0	\$1,382,028
(e)	Grand Total	\$1,162,234	\$451,215	\$0	\$1,613,449
*Source of funding: District revenues, CIP & operating budget					

Justification

The costs presented are reasonable for this type of project and have been calculated using previous experience with similar work and industry standard labor costs. Additional cost detail is provided below.

Row a: Direct Project Administration: The total Category (a) amount is \$37,700. Task 1 costs are based on the consultant contract. Task 2 is based on 80 hours of Consultant time for reporting at the rate of \$200 per hour. Task 3 is based on 80 hours of District staff time for reporting at \$180 per hour. Funding is not requested for any of the tasks in this Category.

Row b: Land Purchase: Funding is not being requested for Category (b) Task 4 because land acquisition or easements are not needed as the proposed work area is owned by Delta Diablo.

Row c: Planning/Design/Engineering/Environmental Documentation: The total Category (c) amount is \$193,721. Task 5 is based on District Engineer time spent to date developing the residential program, 100 hours at \$200 per hour. Task 6 is based on 16 hours of Consultant time at \$200 per hour. Task 7 and 8 are based on fee estimates provided by the District's Design Consultant. Task 8 is based on 60 hours of District staff time at \$180 per hour. Funding is not requested for any of the tasks in this Category.

Row d: Construction/Implementation: The total Category (d) amount is \$1,382,028. Hours were developed based on District's previous experience with similar projects. Task 10 involves contract services and is based on 40 hours of District Engineer time at \$200 per hour and fee estimate provided by the District's Design Consultant. Task 11 is based on 480 hours of Consultant time for Construction Management at \$200 per hour, 240 hours of District staff time at \$180 per hour, and the District's Design Consultant fee estimate. Task 12 is based on:

Project 3 – Delta Diablo Recycled Water Expansion and Residential Fill Station Project

- Materials – \$750,000 for generator based on verbal quotes from suppliers, and \$125,000 for piping/fittings based on previous experience with similar projects, including the pilot fill station.
- Equipment – 320 hours of crane equipment use at \$200 per hour, 160 hours of truck use at \$100 per hour
- Labor – 500 site preparation, clean up, and demobilization by Laborers at \$90 per hour, 1500 hours of generator, piping, and fitting installations by skilled labor at \$100 per hour.

Task		Requested Grant Amount	Cost Share: Non-State Fund Source (Funding Match)	Cost Share: Other State Fund Source	Total Cost
T1	Grant Application		\$11,300		\$11,300
T2	Labor Compliance Program		\$12,000		\$12,000
T3	Reporting		\$14,400		\$14,400
	TOTAL Category (a) ADMIN COST		\$37,700		\$37,700
T4	Land Acquisition – n/a				
T5	Feasibility and Planning		\$20,000		\$20,000
T6	CEQA Documentation		\$3,200		\$3,200
T7	Permitting		\$14,217		\$14,217
T8	Engineering/Design				
	8.1 Preliminary Design		\$23,777		\$23,777
	8.2 60% Design		\$33,740		\$33,740
	8.3 95% Design		\$40,794		\$40,794
	8.4 Final Design		\$24,508		\$24,508
	8.5 Project Management		\$22,685		\$22,685
T9	Project Performance Monitoring Plan		\$10,800		\$10,800
	TOTAL Category (c) Planning/Design/Engineering/Env Doc		\$193,721		\$193,721
T10	Contract Services		\$16,694		\$16,694
T11	Construction Administration	\$129,734	\$55,600		\$185,334
T12	Construction				
	Mobilization & Site Prep	\$51,625	\$7,375		\$59,000
	Construction	\$903,000	\$129,000		\$1,032,000
	Performance Testing & Demobilization	\$77,875	\$11,125		\$89,000
	TOTAL Category (d) Construction Implementation	\$1,162,234	\$219,794		\$1,382,028
	Grand Total	\$1,162,234	\$451,215		\$1,613,449

Project 4 – Grant Administration

Overview

Grant administration will be paid by grant funds and represent approximately 3% of the Proposal total cost.

PSP Table 7. Project Budget					
Proposal Title: ECCC Sustainable Delta Water Management					
Project Title: Project 4 – Grant Administration					
Project serves a need of a DAC?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Funding Match Waiver request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
Category		(a)	(b)	(c)	(d)
		Requested Grant Amount	Cost Share: Non-State Fund Source* (Funding Match)	Cost Share: Other State Fund Source	Total Cost
(a)	Direct Project Administration	\$119,000	\$0	\$0	\$119,000
(b)	Land Purchase/Easement	\$0	\$0	\$0	\$0
(c)	Planning/Design/Engineering/Environmental Documentation	\$0	\$0	\$0	\$0
(d)	Construction/Implementation	\$0	\$0	\$0	\$0
(e)	Grand Total	\$119,000	\$0	\$0	\$119,000
*Source of funding: All administration funds will be paid by the grant.					

Justification

Are the costs presented reasonable for this project type and the current stage of the project? Are the costs significantly higher or lower than industry standard?

The cost for grant administration includes for coordination of 3 projects with 2 other agencies. The \$119,000 requested amount is no more than 5% of total grant request of the proposed projects over a three year period.

Project contingency amount (i.e., contingency percentage) applied to the project budget, and an explanation on how that amount/percentage was developed.

None.

Supplemental Detailed Cost Justification:

Row a: Direct Project Administration – Grant administration costs are detailed in the table below, which includes administration staff rates, estimated hours per quarter, and cost by Tasks 1 through Task 3. The Grant Admin total is \$119,486, but the grant request is \$119,000.

Grant Administration				
Task	Staff	Estimated Labor Rate	Hours Per Quarter	Cost
Task 1 - Project Management				
	Senior Manager	80	4	\$ 320
	Grant Manager	62	16	\$ 992
	Admin Analyst	50	8	\$ 400
			subtotal	\$ 1,712
			FY16 Overhead & benefits120%	\$ 2,054
				\$ 3,766
			for 3 projects	\$ 11,299
Task 2 - Invoicing				
	Senior Manager	80	1	\$ 80
	Grant Manager	62	8	\$ 496
	Admin Analyst	50	8	\$ 400
			subtotal	\$ 976
			FY16 Overhead & benefits120%	\$ 1,171
				\$ 2,147
			for 3 projects	\$ 6,442
			for 12 quarters or 3 years	\$ 77,299
Task 3 - Progress Reports and Project Completion Reports				
	Senior Manager	80	1	\$ 80
	Grant Manager	62	5	\$ 310
	Admin Analyst	50	0	\$ -
			subtotal	\$ 390
			FY16 Overhead & benefits120%	\$ 468
				\$ 858
			for 3 projects	\$ 2,574
			for 12 quarters or 3 years	\$ 30,888
			Grand Total	\$ 119,486
			Grant Request	\$ 119,000

Row b: Land Purchase – No project costs apply to this budget category.

Row c: Planning/Design/Engineering/Environmental Documentation – No project costs apply to this budget category.

Row d: Construction/Implementation – No project costs apply to this budget category.