



**AGENDA AND MEETING NOTICE
OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT
DEVELOPMENT AND PLANNING COMMITTEE**

Monday, December 8, 2025 at 1:30 p.m.

**North Tahoe Public Utility District
Administrative Offices
875 National Avenue
Tahoe Vista, CA 96148**

**Welcome to a meeting of the North Tahoe Public Utility District
Development & Planning Committee**

A meeting of the North Tahoe Public Utility District Development & Planning Committee will be held on Monday, December 8, 2025, at 1:30 p.m. at the North Tahoe Public Utility District Administrative Offices, 875 National Ave. Tahoe Vista, CA 96148

The District welcomes you to its meetings. Your opinions and suggestions are encouraged. The meeting is accessible to people with disabilities. In compliance with Section 202 of the Americans with Disabilities Act of 1990 and in compliance with the Ralph M. Brown Act, anyone requiring reasonable accommodation to participate in the meeting should contact the North Tahoe Public Utility District office at (530) 546-4212, at least two days prior to the meeting.

All written public comments received by 12:30 p.m. on Monday, December 8, 2025 will be distributed to the District Board Committee Members for their consideration at the meeting. Written comments may be emailed to mmoga@ntpud.org, mailed or dropped-off at NTPUD's Administrative Offices located at 875 National Ave., Tahoe Vista, CA. 96148.

1. CALL TO ORDER

- 2. PUBLIC COMMENT** – *Any person wishing to address the Development & Planning on Items on the agenda or matters of interest to the District not listed elsewhere on the agenda may do so at this time. Please limit comments and questions to three (3) minutes since no action can be taken on items presented under Public Comment.*

3. TOPICS OF DISCUSSION

- a. [Review and Discuss Authorizing the General Manager to File a Notice of Completion for the 2025 Waterline Replacement Project and Authorize an Increase to the Contingency Executable by the General Manager – Recommendation to Full Board \(Pages 2-5\)](#)
- b. Review and Discuss Project Status for the Vac-Con Bay Expansion and Annex Building Seismic Retrofit

4. ADJOURNMENT



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: December 9, 2025

ITEM: E-3

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to File a Notice of Completion for the 2025 Waterline Replacement Project and Authorize an Increase to the Construction Contingency Executable by the General Manager

RECOMMENDATION:

1. Authorize an increase in the Construction Contingency Executable by the General Manager for the 2025 Waterline Replacement Project in the amount of \$59,530.
2. Authorize the General Manager to file a Notice of Substantial Completion for the 2025 Waterline Replacement Project (Project #2465).

DISCUSSION:

At the March 11, 2025 meeting, the Board of Directors awarded a contract in the amount of \$1,425,280 to Vinciguerra Construction, Inc. for the 2025 Waterline Replacement Project. The Board also authorized a \$143,000 Contract Contingency as well as Change Order #1 in the estimated amount of \$270,400 to install additional watermain on Brook Avenue.

The 2025 Waterline Replacement Project, with Change Order #1, constructed 2,228 linear feet of 8-inch watermain in Trout Avenue and 340 linear feet of 8-inch watermain in Brook Avenue to replace aging and undersized back-of-lot watermains in Kings Beach. The project also included mid-block fire hydrants and the installation of water services and meters at the front of the parcels.

The Board also authorized \$143,000 in additional contract contingency at the time of Contract Award. The additional watermain on Brook Avenue, authorized under Change Order #1, had a total cost of \$290,400, which was \$20,000 higher than the initial estimate. This left \$123,000 in remaining construction contingency.

During the course of the project, staff authorized additional waterline services throughout the Kings Beach “grid” to facilitate the shutdown of the back-of-lot watermains scheduled for this year, additional work to connect to newly installed dry lines (summer 2025) for properties along Trout Avenue, and Placer County required additional asphalt restoration beyond what was estimated in the base contract. Additionally, the actual quantities for bid items installed to complete the project exceeded (or were less than) the bid quantity estimates for a select number of items in the contract.

An itemized list of the additions and deletions to the contract are presented below, totaling \$182,530. If the item description includes “(per bid item)”, then it is based on the awarded contract unit prices for that bid item, otherwise the price was negotiated to complete the work listed.

Change Order #002 Itemized Breakdown:		
1	Additional Mobilization/Demobilization @ \$7,500/LS	\$ 7,500
2	Additional Temporary Erosion Control/Tree Protection @ \$3,500/LS	\$ 3,500
3	Additional Traffic Control @ \$4,000/LS	\$ 4,000
4	Add 7 – 2” Service Lines @ \$5,500/EA (per bid item 5)	\$ 38,500
5	Add 13 – 1” Water Meter Assemblies @ \$3,500/EA (per bid item 6)	\$ 45,500
6	Remove 6 - 1.5" Water Meter Assemblies @ \$5,000/EA (per bid item 7)	\$ (30,000)
7	Add 3 - 1" Fire Meter Assembly @ \$4,000/EA (per bid item 8)	\$ 12,000
8	Add 16 - Connect to Existing Service Connections @ \$2,000/EA (per bid item 9)	\$ 32,000
9	Add 86 SF - Concrete Sidewalk @ \$30/SF (per bid item 15)	\$ 2,580
10	Remove 6 LF - Curb and Gutter @ \$100/SF (per bid item 16)	\$ (600)
11	Remove 100 CY - Rock Excavation @ \$25/CY (per bid item 21)	\$ (2,500)
12	Add 117 LF of 1" HDPE Pipe @ \$150/LF	\$ 17,550
13	Add service abandonment on Brook Ave.	\$ 3,000
14	Add 4,500 SF AC Replacement @ 11/SF (per bid item 19)	\$ 49,500
Total		\$ 182,530

The following table summarizes the construction contract activities to complete the project.

Vinciguerra Construction, Inc. Base Contract	(\$1,425,280)
Change Order #1 Actual Costs	(\$290,400)
Change Order #2 Costs	(\$182,530)
Sum of Construction Contract Activities	(\$1,898,210)

The following table summarizes the authorized construction contract amounts to date relative to the sum of construction contract activities.

Vinciguerra Construction, Inc. Base Contract (3/11/25 Board Award)	\$1,425,280
10% Construction Contingency (3/11/25 Board Award)	\$143,000
Change Order #1 - Brook Avenue (3/11/25 Board Award)	\$270,400

Sum of Construction Contract Amounts Authorized	\$1,838,680
Sum of Construction Contract Activities	(\$1,898,210)
Additional Construction Contingency Required	(\$59,530)

An additional Construction Contingency authorization by the Board of Directors, totaling \$59,530, is required for close-out of the project.

The project was completed on November 7, 2025. The following table is a summary of the Construction Phase Project finances. The Construction phase expenses for this project came in over the Capital Improvement Project Budget by \$9,094. The construction expenses in the following table also include the requested additional \$59,530 in construction contingency.

CIP Construction Project Budget:	
2025 Waterline Replacement Project	\$ 1,966,116
Construction Project Expenses:	
Awarded Contract	\$1,425,280
Change Order #1	\$ 290,400
Change Order #2	\$ 182,530
Construction Contract Subtotal	1,898,210
NTPUD Staff Time (Construction Phase)	\$ 59,000
Professional Services during Construction	\$ 18,000
Estimated Total Construction Expenses	\$1,975,210
Estimated Construction Budget Summary	(\$ 9,094)

Staff will monitor project expenditures as well as those of the other budgeted projects in the Water FY 2025/26 Capital Budget for savings to offset the \$9,094 project budget exceedance. Should identified savings over the course of the Fiscal Year not be sufficient to address the exceedance, a FY 2025/26 budget augmentation will be agendized at a future Board of Directors meeting. The District has sufficient reserves to address any remaining budget exceedance.

FISCAL ANALYSIS:

The Fiscal Year (FY) 2025-2026 Capital Budget includes \$1,966,116 for the 2025 Waterline Replacement Project (Trout Fire Protection Water Infrastructure) in the Water Fund. The project budget includes a \$1,250,000 and EPA Community Grant.

The budgetary impact to the District of the proposed project is summarized in the table below:


Item	Amount
Estimated Construction Phase Costs	\$ 1,975,210
Grant Funding	(\$1,250,000)
Total District Budget Commitment for Construction	\$725,210


STRATEGIC PLAN ALIGNMENT:

Goal 1: Provide safe, efficient, sustainable water and wastewater services with a focus on industry best practices and continuous improvement – Objective B: Optimize preventative maintenance of District utility system assets; and Objective D: Prioritize Capital Project planning and delivery toward uniform service using industry standards, asset condition data, and a focus on climate resilience and emergency preparedness.

MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By: 
Joseph J. Pomroy, P.E.
Engineering & Operations Manager

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO

Reviewed By: 
Patrick Grimes
Chief Financial Officer