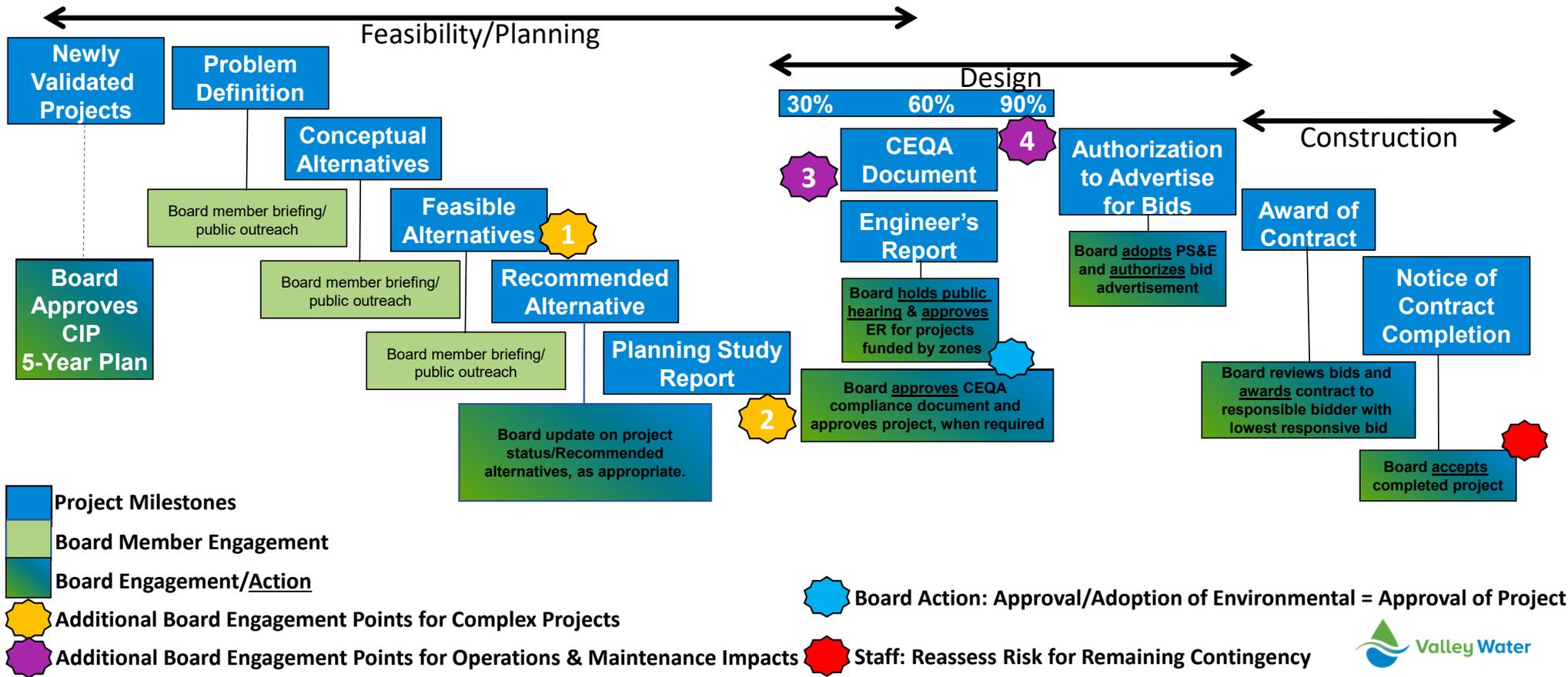# CIP Processes Overview

BOARD ACTION & ENGAGEMENT: CAPITAL PROJECT DELIVERY PROCESS*
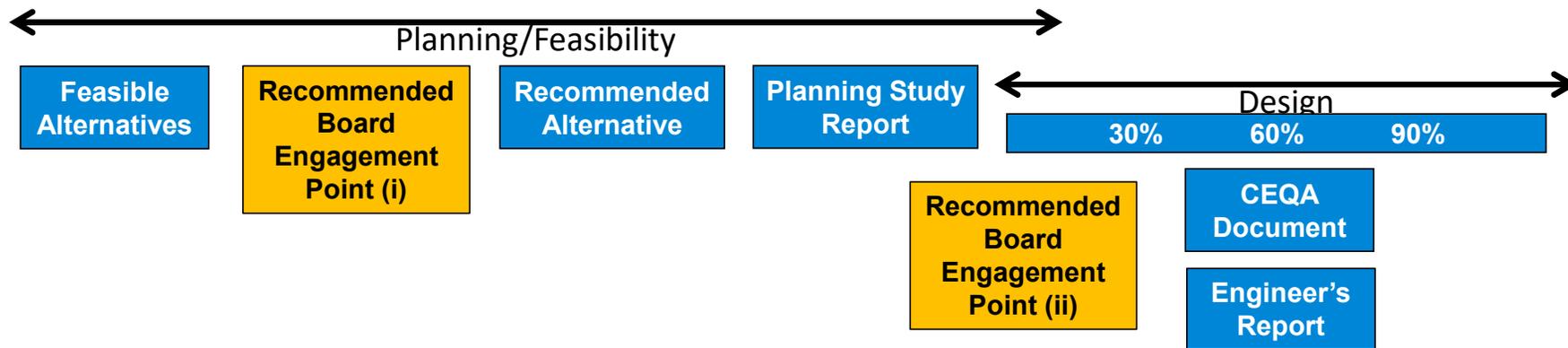
* This is an example of the Project Delivery Process that may be followed and may not apply to all capital projects.

Feasibility/Planning

Design
30%   60%   90%

Construction

- Newly Validated Projects
- Problem Definition
- Conceptual Alternatives
  - Board member briefing/public outreach
- Feasible Alternatives (1)
  - Board member briefing/public outreach
- Recommended Alternative
  - Board member briefing/public outreach
- Board Approves CIP 5-Year Plan
- Planning Study Report (2)
  - Board update on project status/Recommended alternatives, as appropriate.
- CEQA Document (3) (4)
- Engineer's Report
  - Board holds public hearing & approves ER for projects funded by zones
  - Board approves CEQA compliance document and approves project, when required
- Authorization to Advertise for Bids
  - Board adopts PS&E and authorizes bid advertisement
- Award of Contract
  - Board reviews bids and awards contract to responsible bidder with lowest responsive bid
- Notice of Contract Completion
  - Board accepts completed project

Legend
- Project Milestones
- Board Member Engagement
- Board Engagement/Action
- (1,2) Additional Board Engagement Points for Complex Projects
- (3,4) Additional Board Engagement Points for Operations & Maintenance Impacts
- Board Action: Approval/Adoption of Environmental = Approval of Project
- Staff: Reassess Risk for Remaining Contingency

Valley Water

Capital Improvement Program (CIP)
Project Delivery Process*

Board Engagement/Actions

Additional Recommended Points for Board Engagement

Planning/Feasibility

Feasible Alternatives	Recommended Board Engagement Point (i)	Recommended Alternative	Planning Study Report

Design

30%	60%	90%

Recommended Board Engagement Point (ii)

CEQA Document

Engineer's Report

For capital projects with unusually complex fiscal, jurisdictional, environmental, or community considerations:

i. During the Planning/Feasibility Phase, after identifying the Feasible Alternatives but before selecting the Recommended Alternative, present the Feasible Alternatives and staff's initially proposed Recommended Alternative to the Capital Improvement Program (CIP) Committee. If recommended by the CIP Committee, present them to the Board for feedback to inform the selection of the Recommended Alternative; and

ii. For the projects for which the Board provided feedback regarding the Recommended Alternative, should changes to the project occur during the Planning and initial Design Phases that result in a significant deviation from the Recommended Alternative, staff will return to both the CIP Committee and the Board to provide information and receive feedback, as necessary, prior to the public review of the California Environmental Quality Act (CEQA) document.
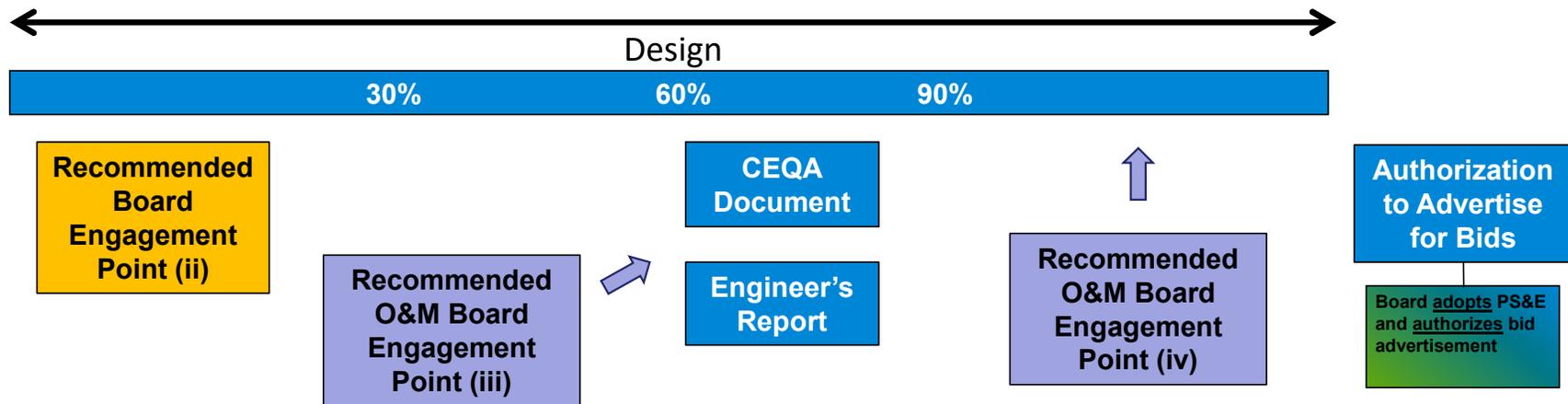
Valley Water

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Capital Improvement Program (CIP)

Project Delivery Process*
Additional Recommended Points for O&M Engagement

For all capital projects:

iii. As part of the Board memo on either the Engineer's Report or CEQA document, include an O&M cost and impact assessment

iv. If significant changes occur after the Engineer's Report or CEQA document is approved by the Board, present an updated O&M cost and impact assessment to the Capital Improvement Program (CIP) Committee

Valley Water   * This is an example of the Project Delivery Process that may be followed and may not apply to all capital projects.

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