

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Thursday, August 24, 2023 - 9:00 a.m.**

The Public may attend this meeting in person at the District Office located at 766 Main Street, Half Moon Bay or choose to watch and/or participate in the public meeting by joining the meeting through the Zoom Videoconference link provided below. The public may also join the meeting by calling the below listed teleconference phone number.

*The meeting will begin at 9:00 a.m.*

Join Zoom Meeting

<https://us06web.zoom.us/j/87985519792?pwd=S3NIQWIIIdnFhZUgycEhpc3JzdkhFZz09>

Meeting ID: 879 8551 9792

Passcode: 834806

One tap mobile

+16694449171,,87985519792#,,,,\*834806# US

+16699006833,,87985519792#,,,,\*834806# US (San Jose)

Dial by your location

• +1 669 444 9171 US

• +1 669 900 6833 US (San Jose)

Meeting ID: 879 8551 9792

Passcode: 834806

Find your local number: <https://us06web.zoom.us/j/87985519792?pwd=S3NIQWIIIdnFhZUgycEhpc3JzdkhFZz09>

*Procedures to make a public comment with Zoom Video/Conference – All participants except the Board Members and Staff are muted on entry and video is disabled. Participants may not unmute themselves unless asked to unmute by the Moderator.*

- **From a computer:** (1) Using the Zoom App. at the bottom of your screen, click on “Participants” and then “Raise Hand”. Participants will be called to comment in the order in which they are received.
- **From a phone:** Using your keypad, dial \*9, and this will notify the Moderator that you have raised your hand. The Moderator will call on you by stating the last 4 digits of your phone number.

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

*This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: [www.coastsidewater.org](http://www.coastsidewater.org).*

**The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.**

**1) ROLL CALL**

**2) PLEDGE OF ALLEGIANCE**

**3) PUBLIC COMMENT**

*At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes.*

**4) GENERAL BUSINESS**

**A)** Ratify an Amendment to the Professional Services Agreement with Overland, Pacific, and Cutler, LLC for Right-of-Way Acquisition Services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project ([attachment](#))

**B)** Authorize the General Manager to enter into Amendments to the Professional Services Agreements with EKI Environment & Water, Inc. LLC for Land Acquisition Support Services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project ([attachment](#))

**5) ADJOURNMENT**

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** August 24, 2023

**Report Date:** August 21, 2023

**Agenda Title:** Ratify an Amendment to the Professional Services Agreement with Overland, Pacific, and Cutler, LLC for Right-of-Way Acquisition Services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project

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### **Recommendation/Motion:**

**Ratify an amendment to the professional services agreement with Overland, Pacific, and Cutler, LLC for right-of-way acquisition services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project for a not-to-exceed budget of an additional \$27,300.**

### **Background:**

At the April 11, 2023 Board of Directors Meeting, the Board authorized the General Manager to enter into a professional services agreement with Overland, Pacific and Cutler, LLC. ("OPC") for right-of-way acquisition services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project for a not-to-exceed budget of \$61,700.

The project now requires an expanded scope of right of way acquisition services for an additional budget of \$27,300, for a total new not-to-exceed amount of \$89,000.

Given urgency to continue OPC's work in August 2023, the General Manager consulted with Legal Counsel and the Board President and Vice-President to authorize the amendment and to ratify it at the next Board of Director's meeting.

## STAFF REPORT

**To:** Coastside County Water District Board of Directors

**From:** Mary Rogren, General Manager

**Agenda:** August 24, 2023

**Report Date:** August 21, 2023

**Agenda Title:** Authorize the General Manager to enter into Amendments to the Professional Services Agreements with EKI Environment & Water, Inc. LLC for Land Acquisition Support Services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project

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### **Recommendation/Motion:**

**Authorize the General Manager to enter into amendments to the professional services agreements with EKI Environment & Water, Inc. LLC for land acquisition support services for the Highway 92 Potable Water Pipeline Emergency Restoration and Phase 1 Pipeline Replacement Project for a not-to-exceed budget of an additional \$36,000.**

### **Background:**

At the March 14, 2023 Board of Directors Meeting, the Board authorized the General Manager to enter into a professional services agreement for engineering services for the Highway 92 Potable Water Pipeline Emergency Restoration Project for a not-to-exceed budget of \$219,100. At the June 13, 2023 Board Meeting, the Board also authorized the General Manager to enter into a professional services agreement for engineering services for the Highway 92 Phase 1 Pipeline Replacement Project for a not-to-exceed budget of \$127,900.

The project now requires an expanded scope of land acquisition support services (included as part of the engineering services) for an additional budget of \$36,000 as follows:

	<b>Agreement Date</b>	<b>Original Budget</b>	<b>Amendment</b>	<b>Revised Budget</b>
<b>Highway 92 Potable Water Pipeline Emergency Restoration Project</b>	3/14/2023	\$ 219,100	\$ 28,500	\$ 247,600
<b>Highway 92 Phase 1 Pipeline Restoration Project</b>	6/13/2023	\$ 127,900	\$ 7,500	\$ 135,400
<b>Total</b>		<b>\$ 347,000</b>	<b>\$ 36,000</b>	<b>\$ 383,000</b>