

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, December 12, 2023 - 7:00 p.m.**

**AGENDA**

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 7:00 p.m.*

Join Zoom Meeting

<https://us06web.zoom.us/j/88691894625?pwd=UFBnaVYrSUNtUTE3NHIRZDFrVDhnZz09>

Meeting ID: 886 9189 4625

Passcode: 182549

One tap mobile

+16699006833,,88691894625#,,,,\*182549# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 886 9189 4625

Passcode: 182549

Find your local number: <https://us06web.zoom.us/j/88691894625?pwd=UFBnaVYrSUNtUTE3NHIRZDFrVDhnZz09>

*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. Members of the public attending in-person must complete and submit a speaker slip. Members of the public attending via Zoom must first "raise hand" and the Moderator will "ask to unmute". The President of the Board will recognize each speaker, at which time the speaker can provide their comments to the Board.*

**4) SPECIAL ORDER OF BUSINESS ([attachment](#))**

Introduction of Jeffery Schneider, New Assistant General Manager Finance/ Administration

**5) CONSENT CALENDAR**

The following matters before the Board of Directors are recommended for action as stated by the General Manager. All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

**A. Approval of disbursements for the month ending November 30, 2023:**

Claims: \$ 942,778.59; Payroll: \$ 200,375.00 for a total of \$ 1,143,153.59 ([attachment](#))

*November 2023 Monthly Financial Claims reviewed and approved by Director Reynolds*

- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of November 14, 2023, Special Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of November 14, 2023, Regular Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report - November 2023 ([attachment](#))
- H. Leak/Flushing Report - November 2023 ([attachment](#))
- I. Monthly Rainfall Reports ([attachment](#))

6) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

7) **GENERAL BUSINESS**

- A. Award of Contract - Crystal Springs Pump Station Fire Sprinkler Alarm System Upgrade/Replacement ([attachment](#))
- B. Approval of Professional Services Agreement with HDR, Inc. for the Denniston Water Treatment Plant Process Evaluation, Treatability Analysis, Corrosion Control, and Denniston and San Vicente Watershed Sanitary Surveys ([attachment](#))
- C. Hanson Bridgett Billing Rates - Proposed Increase ([attachment](#))
- D. Consider Approval of Resolution No. 2023-08 of the Board of Directors of the Coastside County Water District Amending Code of Conduct Section XII Regarding Board Member Compensation ([attachment](#))
- E. Nunes Water Treatment Plant Upgrades Project Update #28 ([attachment](#))
- F. Election of Coastside County Water District Board President and Vice President ([attachment](#))

8) **MONTHLY INFORMATIONAL REPORTS**

- A. General Manager's Report ([attachment](#))
  - E.I. DuPont de Nemours and Company and 3M Company PFAS Settlements
  - Second Year Water Rate Notice Mailed
  - ACWA JPIA - President's Special Recognition Awards
  - SFPUC's Amended and Updated Water System Level of Service Goals and Objectives - November 2023
  - BAWSCA Celebrates 20 Years!
- B. Superintendent of Operations Report ([attachment](#))

9) **DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

10) **ADJOURNMENT**

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** December 12, 2023

**Report Date:** December 8, 2023

**Agenda Title:** Introduction of Jeffrey Schneider, New Assistant General Manager of Finance and Administration

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It is my pleasure to introduce to the Board of Directors and to the public the District's new Assistant General Manager of Finance and Administration, Jeffrey Schneider.

Jeffrey earned his Bachelor's degree in Economics from California State University, East Bay, and his MBA in Finance from Vanderbilt University's Owen Graduate School of Management. After spending his career focusing on corporate financial planning and operational finance for DHL Airways, WebEx/Cisco, and a variety of other tech companies, in 2017 he moved to the public sector where he managed Finance, IT, and Contract Administration for the Livermore Area Recreation and Park District prior to taking an Assistant General Manager role at Coastside County Water District in November, 2023. Jeffrey currently serves on two boards: the Livermore Amador Symphony Association and Valley Humane Society, and does volunteer finance work with a non-profit organization: Special Operations - Finding Kids. He has three wonderful children and enjoys hiking, art, travel and spending time with his family and friends.

**COASTSIDE COUNTY WATER DISTRICT  
CLAIMS FOR NOVEMBER 2023**

CHECKS			
CHECK DATE	CHECK NO.	VENDOR	AMOUNT
11/02/2023	32956	MACHELLE VIEUX	\$ 39.47
11/03/2023	32957	METER READINGS HOLDING, LLC	\$ 5,965.00
11/03/2023	32958	AMAZON CAPITAL SERVICES, INC.	\$ 57.14
11/03/2023	32959	AMERICAN WATER WORKS ASSOC.	\$ 370.00
11/03/2023	32960	AMERICAN WATER WORKS	\$ 100.00
11/03/2023	32961	ANDREINI BROS. INC.	\$ 4,925.00
11/03/2023	32962	BADGER METER, INC.	\$ 66.00
11/03/2023	32963	CALIFORNIA C.A.D. SOLUTIONS, INC	\$ 5,940.00
11/03/2023	32964	COMCAST	\$ 286.43
11/03/2023	32965	JAMES DERBIN	\$ 41.92
11/03/2023	32966	GRAINGER, INC.	\$ 246.10
11/03/2023	32967	KELLY HOFFMAN-DAVIS	\$ 184.20
11/03/2023	32968	HMB BLDG. & GARDEN INC.	\$ 162.75
11/03/2023	32969	HASSETT HARDWARE	\$ 1,544.98
11/03/2023	32970	IRON MOUNTAIN	\$ 740.77
11/03/2023	32971	UMPQUA BANK	\$ 5,512.50
11/03/2023	32972	MISSION UNIFORM SERVICES INC.	\$ 66.56
11/03/2023	32973	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$ 118.00
11/03/2023	32974	PACIFIC GAS & ELECTRIC CO.	\$ 18,963.41
11/03/2023	32975	PASTORINO HAY & RANCH SUPPLY, INC.	\$ 1,422.50
11/03/2023	32976	PUMP REPAIR SERVICE CO. INC.	\$ 11,865.00
11/03/2023	32977	RANGER PIPELINES, INC.	\$ 104,737.50
11/03/2023	32978	SAN MATEO CTY PUBLIC HEALTH LAB	\$ 590.00
11/03/2023	32979	SAN MATEO CTY TAX COLLECTOR	\$ 10.40
11/03/2023	32980	SAN MATEO CTY TAX COLLECTOR	\$ 470.98
11/03/2023	32981	SAN MATEO CTY TAX COLLECTOR	\$ 533.16
11/03/2023	32982	STETSON ENGINEERS, INC.	\$ 7,718.58
11/03/2023	32983	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$ 3,391.29
11/03/2023	32984	UNITED RENTALS (NORTH AMERICA), INC.	\$ 370.00
11/03/2023	32985	VERIZON CONNECT INC.	\$ 298.20
11/03/2023	32986	US BANK NA	\$ 2,252.88
11/03/2023	32987	JUAN CARLOS SALAZAR	\$ 2,520.00
11/08/2023	32988	ADAM BALL	\$ 20.23
11/13/2023	32989	KOIOS ENGINEERING INC	\$ 1,222.27
11/15/2023	32990	DEREK LLOYD	\$ 15.32
11/15/2023	32991	ADP, INC.	\$ 779.00
11/15/2023	32992	AMAZON CAPITAL SERVICES, INC.	\$ 74.78
11/15/2023	32993	BRUSH HOG TREE CARE, INC.	\$ 9,720.00
11/15/2023	32994	BRANDON WRIGHT	\$ 7,000.00
11/15/2023	32995	C.J. BROWN & COMPANY, CPAS	\$ 6,136.00
11/15/2023	32996	JAMES COZZOLINO, TRUSTEE	\$ 275.00
11/15/2023	32997	CRAIG S NEWMAN	\$ 775.00
11/15/2023	32998	DE LAGE LANDEN FINANCIAL SERVICES, INC.	\$ 1,021.78
11/15/2023	32999	HMB BLDG. & GARDEN INC.	\$ 176.12
11/15/2023	33000	HUE & CRY, INC.	\$ 12.00
11/15/2023	33001	IRVINE CONSULTING SERVICES, INC.	\$ 4,187.58
11/15/2023	33002	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$ 343.77
11/15/2023	33003	MTA PARTS, INC.	\$ 58.56
11/15/2023	33004	PACIFIC GAS & ELECTRIC CO.	\$ 43.69
11/15/2023	33005	PACIFICA COMMUNITY TV	\$ 300.00
11/15/2023	33006	REPUBLIC SERVICES	\$ 613.66
11/15/2023	33007	ROGUE WEB WORKS, LLC	\$ 585.00
11/15/2023	33008	SM CTY ENVIRONMENTAL HEALTH	\$ 841.52

11/15/2023	33009	SAN MATEO CTY TAX COLLECTOR	\$	105.96
11/15/2023	33010	STANDARD INSURANCE COMPANY	\$	543.05
11/15/2023	33011	TPX COMMUNICATIONS	\$	1,945.87
11/15/2023	33012	SUSAN TURGEON	\$	102.43
11/15/2023	33013	ULINE, INC	\$	476.79
11/15/2023	33014	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	4,368.13
11/15/2023	33015	ON COMPUTER SERVICES, LLC	\$	2,277.12
11/15/2023	33016	WATEREUSE	\$	1,207.50
11/16/2023	33017	JERON GARCIA	\$	23.48
11/16/2023	33018	DIANE BUJTOR	\$	9.69
11/17/2023	33019	AMAZON CAPITAL SERVICES, INC.	\$	148.06
11/17/2023	33020	ANDREINI BROS. INC.	\$	20,444.00
11/17/2023	33021	HEALTH BENEFITS ACWA-JPIA	\$	38,705.64
11/17/2023	33022	AT&T MOBILTY	\$	86.48
11/17/2023	33023	AT&T	\$	592.38
11/17/2023	33024	BAY ALARM COMPANY	\$	1,678.47
11/17/2023	33025	CECIL & CECIL ENTERPRISES, INC	\$	28,675.96
11/17/2023	33026	RECORDER'S OFFICE	\$	26.00
11/17/2023	33027	RECORDER'S OFFICE	\$	20.00
11/17/2023	33028	SEAN DONOVAN	\$	23.74
11/17/2023	33029	FREYER & LAURETA, INC.	\$	14,920.00
11/17/2023	33030	EMPOWER RETIREMENT, LLC	\$	2,643.96
11/17/2023	33031	HACH CO., INC.	\$	201.00
11/17/2023	33032	HMB BLDG. & GARDEN INC.	\$	13.11
11/17/2023	33033	HERC RENTALS, INC.	\$	2,706.35
11/17/2023	33034	MIKE MCDERMOTT	\$	442.86
11/17/2023	33035	MISSION UNIFORM SERVICES INC.	\$	66.56
11/17/2023	33036	SAN FRANCISCO WATER DEPT.	\$	294,250.16
11/17/2023	33037	STRAWFLOWER ELECTRONICS	\$	139.52
11/17/2023	33038	DARIN STURDIVAN	\$	113.32
11/17/2023	33039	TEAMSTERS LOCAL UNION #856	\$	1,531.00
11/17/2023	33040	TRI COUNTIES BANK	\$	4,617.80
11/17/2023	33041	UGSI CHEMICAL FEED, INC.	\$	1,436.18
11/17/2023	33042	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	323.46
11/17/2023	33043	VALIC	\$	4,973.48
11/21/2023	33044	AMAZON CAPITAL SERVICES, INC.	\$	157.06
11/21/2023	33045	AT&T	\$	608.51
11/21/2023	33046	BARTKIEWICZ, KRONICK & SHANAHAN	\$	907.50
11/21/2023	33047	BAY AREA AIR QUALITY MGMT DIST	\$	571.00
11/21/2023	33048	CALCON SYSTEMS, INC.	\$	11,940.63
11/21/2023	33049	CHEMTRADE CHEMICALS US LLC	\$	3,683.33
11/21/2023	33050	CITY OF HALF MOON BAY	\$	3,777.00
11/21/2023	33051	CITY OF HALF MOON BAY	\$	3,777.00
11/21/2023	33052	PETTY CASH	\$	86.35
11/21/2023	33053	NORCAL RENTALGROUP LLC	\$	4,557.37
11/21/2023	33054	DATAPROSE, LLC	\$	4,010.28
11/21/2023	33055	GRAINGER, INC.	\$	733.00
11/21/2023	33056	EMPOWER RETIREMENT, LLC	\$	2,643.96
11/21/2023	33057	HMB BLDG. & GARDEN INC.	\$	141.75
11/21/2023	33058	HDR ENGINEERING, INC	\$	9,843.15
11/21/2023	33059	GLENNA LOMBARDI	\$	79.00
11/21/2023	33060	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	268.00
11/21/2023	33061	MTA PARTS, INC.	\$	66.69
11/21/2023	33062	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP.	\$	245.00
11/21/2023	33063	PAULO'S AUTO CARE	\$	1,036.34
11/21/2023	33064	PRINCETON WELDING , INC.	\$	2,940.00
11/21/2023	33065	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION	\$	908.47
11/21/2023	33066	DARIN STURDIVAN	\$	119.59

11/21/2023	33067	LISA SULZINGER	\$	160.40
11/21/2023	33068	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	10,219.04
11/21/2023	33069	VALIC	\$	4,973.48
11/21/2023	33070	WIENHOFF & ASSOCIATES, INC.	\$	1,020.00
11/30/2023	33071	GRAHAM CONTRACTORS INC.	\$	1,072.98
11/30/2023	33072	BALANCE HYDROLOGICS, INC	\$	16,255.65
11/30/2023	33073	CALCON SYSTEMS, INC.	\$	10,523.25
11/30/2023	33074	CALIFORNIA SURVEYING & DRAFTING SUPPLY INC.	\$	53.38
11/30/2023	33075	EKI INC.	\$	59,573.95
11/30/2023	33076	GRAINGER, INC.	\$	1,195.63
11/30/2023	33077	HANSONBRIDGETT. LLP	\$	12,150.00
11/30/2023	33078	HASSETT HARDWARE	\$	2,848.09
11/30/2023	33079	IRON MOUNTAIN	\$	884.18
11/30/2023	33080	MISSION UNIFORM SERVICES INC.	\$	66.56
11/30/2023	33081	MONTEREY BAY ANALYTICAL SERVICES, INC.	\$	660.00
11/30/2023	33082	REDWOOD TRADING POST	\$	1,878.94
11/30/2023	33083	STETSON ENGINEERS, INC.	\$	9,583.59
11/30/2023	33084	JAMES TETER	\$	480.00
11/30/2023	33085	UNDERGROUND REPUBLIC WATER WORKS, INC.	\$	5,904.76
11/30/2023	33086	UNITED RENTALS (NORTH AMERICA), INC.	\$	370.00
11/30/2023	33087	UPS STORE	\$	190.48
11/30/2023	33088	HD SUPPLY INC	\$	351.29
11/30/2023	33089	VERIZON WIRELESS	\$	2,044.98
11/30/2023	33090	US BANK NA	\$	1,457.51
11/30/2023	33091	JUAN CARLOS SALAZAR	\$	2,240.00
11/30/2023	33092	WATER WORKS ENGINEERS, LLC	\$	36,864.94
			SUBTOTAL CLAIMS FOR MONTH	\$ 881,675.57

**WIRE PAYMENTS**

11/03/2023	DFT0000482	PUB. EMP. RETIRE SYSTEM	\$	18,325.21
11/17/2023	DFT0000483	PUB. EMP. RETIRE SYSTEM	\$	18,033.34
11/30/2023	DFT0000484	PUB. EMP. RETIRE SYSTEM	\$	18,962.55
11/30/2023		BANK AND CREDIT CARD FEES	\$	5,781.92
			SUBTOTAL WIRE PAYMENTS FOR MONTH	\$ 61,103.02

**TOTAL CLAIMS FOR THE MONTH \$ 942,778.59**



	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
<b>Revenue</b>										
<b>RevType: 1 - Operating</b>										
<a href="#">1-4120-00</a>	Water Revenue	961,000.00	970,891.47	9,891.47	1.03%	6,073,000.00	5,704,425.46	-368,574.54	-6.07%	12,963,614.00
	<b>Total RevType: 1 - Operating:</b>	<b>961,000.00</b>	<b>970,891.47</b>	<b>9,891.47</b>	<b>1.03%</b>	<b>6,073,000.00</b>	<b>5,704,425.46</b>	<b>-368,574.54</b>	<b>-6.07%</b>	<b>12,963,614.00</b>
<b>RevType: 2 - Non-Operating</b>										
<a href="#">1-4170-00</a>	Water Taken From Hydrants	4,000.00	3,989.41	-10.59	-0.26%	27,500.00	27,434.10	-65.90	-0.24%	52,000.00
<a href="#">1-4180-00</a>	Late Notice - 10% Penalty	5,500.00	10,766.11	5,266.11	95.75%	27,500.00	49,259.36	21,759.36	79.12%	65,000.00
<a href="#">1-4230-00</a>	Service Connections	850.00	1,674.38	824.38	96.99%	4,250.00	9,228.69	4,978.69	117.15%	10,000.00
<a href="#">1-4920-00</a>	Interest Earned	7,000.00	33,003.22	26,003.22	371.47%	41,000.00	168,303.56	127,303.56	310.50%	90,000.00
<a href="#">1-4930-00</a>	Tax Apportionments/County Checks	90,000.00	96,701.27	6,701.27	7.45%	90,000.00	98,705.93	8,705.93	9.67%	995,000.00
<a href="#">1-4950-00</a>	Miscellaneous Income	400.00	167.27	-232.73	-58.18%	2,000.00	167.27	-1,832.73	-91.64%	5,000.00
<a href="#">1-4955-00</a>	Cell Site Lease Income	16,000.00	18,740.37	2,740.37	17.13%	80,000.00	90,659.33	10,659.33	13.32%	195,000.00
<a href="#">1-4965-00</a>	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00%	300,000.00	337,790.18	37,790.18	12.60%	550,000.00
	<b>Total RevType: 2 - Non-Operating:</b>	<b>123,750.00</b>	<b>165,042.03</b>	<b>41,292.03</b>	<b>33.37%</b>	<b>572,250.00</b>	<b>781,548.42</b>	<b>209,298.42</b>	<b>36.57%</b>	<b>1,962,000.00</b>
	<b>Total Revenue:</b>	<b>1,084,750.00</b>	<b>1,135,933.50</b>	<b>51,183.50</b>	<b>4.72%</b>	<b>6,645,250.00</b>	<b>6,485,973.88</b>	<b>-159,276.12</b>	<b>-2.40%</b>	<b>14,925,614.00</b>
<b>Expense</b>										
<b>ExpType: 1 - Operating</b>										
<a href="#">1-5130-00</a>	Water Purchased	138,546.00	105,078.16	33,467.84	24.16%	1,395,964.00	1,126,322.88	269,641.12	19.32%	2,461,346.00
<a href="#">1-5230-00</a>	Nunes T P Pump Expense	4,500.00	4,133.57	366.43	8.14%	22,500.00	23,067.45	-567.45	-2.52%	57,000.00
<a href="#">1-5231-00</a>	CSP Pump Station Pump Expense	30,000.00	2,625.61	27,374.39	91.25%	214,000.00	18,566.27	195,433.73	91.32%	350,000.00
<a href="#">1-5232-00</a>	Other Trans. & Dist Pump Expense	2,100.00	1,796.57	303.43	14.45%	10,800.00	11,065.38	-265.38	-2.46%	27,000.00
<a href="#">1-5233-00</a>	Pilarcitos Canyon Pump Expense	8,000.00	9,883.05	-1,883.05	-23.54%	11,800.00	15,878.40	-4,078.40	-34.56%	69,000.00
<a href="#">1-5234-00</a>	Denniston T P Pump Expense	3,000.00	6,219.41	-3,219.41	-107.31%	35,000.00	59,019.04	-24,019.04	-68.63%	89,000.00
<a href="#">1-5242-00</a>	CSP Pump Station Operations	1,000.00	1,253.92	-253.92	-25.39%	5,800.00	13,392.34	-7,592.34	-130.90%	13,000.00
<a href="#">1-5243-00</a>	CSP Pump Station Maintenance	3,000.00	-1,937.85	4,937.85	164.60%	15,000.00	3,839.83	11,160.17	74.40%	35,000.00
<a href="#">1-5246-00</a>	Nunes T P Operations - General	8,000.00	4,819.08	3,180.92	39.76%	40,000.00	36,935.62	3,064.38	7.66%	102,000.00
<a href="#">1-5247-00</a>	Nunes T P Maintenance	10,000.00	10,057.13	-57.13	-0.57%	49,000.00	37,852.47	11,147.53	22.75%	125,000.00
<a href="#">1-5248-00</a>	Denniston T P Operations-General	4,000.00	1,242.62	2,757.38	68.93%	23,000.00	11,647.33	11,352.67	49.36%	54,000.00
<a href="#">1-5249-00</a>	Denniston T.P. Maintenance	7,000.00	21,304.31	-14,304.31	-204.35%	86,000.00	64,586.09	21,413.91	24.90%	155,000.00
<a href="#">1-5250-00</a>	Laboratory Expenses	6,000.00	2,233.78	3,766.22	62.77%	31,000.00	21,899.78	9,100.22	29.36%	77,000.00
<a href="#">1-5260-00</a>	Maintenance - General	32,000.00	52,430.33	-20,430.33	-63.84%	161,000.00	268,712.55	-107,712.55	-66.90%	395,000.00
<a href="#">1-5261-00</a>	Maintenance - Well Fields	8,000.00	0.00	8,000.00	100.00%	26,000.00	525.00	25,475.00	97.98%	50,000.00
<a href="#">1-5263-00</a>	Uniforms	1,000.00	864.32	135.68	13.57%	7,000.00	11,262.87	-4,262.87	-60.90%	14,000.00
<a href="#">1-5318-00</a>	Studies/Surveys/Consulting	10,000.00	3,500.00	6,500.00	65.00%	45,000.00	4,197.59	40,802.41	90.67%	160,000.00
<a href="#">1-5321-00</a>	Water Resources	1,000.00	511.58	488.42	48.84%	7,000.00	2,051.90	4,948.10	70.69%	21,500.00



Monthly Budget Report

For Fiscal: 2023-2024 Period Ending: 11/30/2023

		November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
<a href="#">1-5322-00</a>	Community Outreach	7,000.00	406.51	6,593.49	94.19%	21,000.00	1,722.14	19,277.86	91.80%	68,000.00
<a href="#">1-5381-00</a>	Legal	9,000.00	13,427.50	-4,427.50	-49.19%	46,000.00	40,033.50	5,966.50	12.97%	110,000.00
<a href="#">1-5382-00</a>	Engineering	7,200.00	3,533.40	3,666.60	50.93%	35,600.00	21,674.96	13,925.04	39.12%	86,000.00
<a href="#">1-5383-00</a>	Financial Services	0.00	2,136.00	-2,136.00	0.00%	14,000.00	11,722.00	2,278.00	16.27%	23,000.00
<a href="#">1-5384-00</a>	Computer Services	28,000.00	23,524.62	4,475.38	15.98%	134,000.00	122,120.11	11,879.89	8.87%	339,974.00
<a href="#">1-5410-00</a>	Salaries/Wages-Administration	116,481.00	92,802.89	23,678.11	20.33%	582,405.00	461,624.41	120,780.59	20.74%	1,381,887.00
<a href="#">1-5411-00</a>	Salaries & Wages - Field	162,838.00	152,812.51	10,025.49	6.16%	814,188.00	730,505.27	83,682.73	10.28%	1,931,847.00
<a href="#">1-5420-00</a>	Payroll Tax Expense	19,888.00	14,774.57	5,113.43	25.71%	99,440.00	81,501.56	17,938.44	18.04%	235,945.00
<a href="#">1-5435-00</a>	Employee Medical Insurance	40,000.00	35,139.87	4,860.13	12.15%	200,000.00	173,196.59	26,803.41	13.40%	516,000.00
<a href="#">1-5436-00</a>	Retiree Medical Insurance	3,600.00	3,510.08	89.92	2.50%	17,800.00	16,864.16	935.84	5.26%	46,000.00
<a href="#">1-5440-00</a>	Employees Retirement Plan	54,000.00	48,985.24	5,014.76	9.29%	267,000.00	243,571.35	23,428.65	8.77%	642,924.00
<a href="#">1-5445-00</a>	Supplemental Retirement 401a	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	38,000.00
<a href="#">1-5510-00</a>	Motor Vehicle Expense	7,000.00	2,818.50	4,181.50	59.74%	35,000.00	37,181.84	-2,181.84	-6.23%	90,000.00
<a href="#">1-5620-00</a>	Office & Billing Expenses	32,000.00	25,875.83	6,124.17	19.14%	160,000.00	135,648.65	24,351.35	15.22%	414,000.00
<a href="#">1-5625-00</a>	Meetings / Training / Seminars	2,000.00	3,788.49	-1,788.49	-89.42%	17,000.00	13,032.53	3,967.47	23.34%	45,000.00
<a href="#">1-5630-00</a>	Insurance	14,000.00	16,265.69	-2,265.69	-16.18%	70,000.00	76,331.66	-6,331.66	-9.05%	182,000.00
<a href="#">1-5687-00</a>	Membership, Dues, Subscript.	5,000.00	4,677.76	322.24	6.44%	53,000.00	57,534.92	-4,534.92	-8.56%	118,825.00
<a href="#">1-5689-00</a>	Labor Relations	500.00	0.00	500.00	100.00%	2,500.00	0.00	2,500.00	100.00%	6,000.00
<a href="#">1-5700-00</a>	San Mateo County Fees	3,000.00	2,802.27	197.73	6.59%	14,000.00	11,680.35	2,319.65	16.57%	31,400.00
<a href="#">1-5705-00</a>	State Fees	1,000.00	1,479.47	-479.47	-47.95%	3,000.00	2,111.47	888.53	29.62%	48,000.00
	<b>Total ExpType: 1 - Operating:</b>	<b>789,653.00</b>	<b>674,776.79</b>	<b>114,876.21</b>	<b>14.55%</b>	<b>4,771,797.00</b>	<b>3,968,880.26</b>	<b>802,916.74</b>	<b>16.83%</b>	<b>10,609,648.00</b>
	<b>ExpType: 4 - Capital Related</b>									
<a href="#">1-5715-00</a>	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00%	275,701.00	275,701.00	0.00	0.00%	335,343.00
<a href="#">1-5716-00</a>	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00%	240,637.00	240,636.61	0.39	0.00%	321,923.00
<a href="#">1-5717-00</a>	Chase Bank - 2018 Loan	0.00	0.00	0.00	0.00%	388,096.00	388,095.98	0.02	0.00%	437,233.00
<a href="#">1-5718-00</a>	First Foundation Bank - 2022	0.00	0.00	0.00	0.00%	345,524.00	345,524.31	-0.31	0.00%	417,501.00
	<b>Total ExpType: 4 - Capital Related:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>1,249,958.00</b>	<b>1,249,957.90</b>	<b>0.10</b>	<b>0.00%</b>	<b>1,512,000.00</b>
	<b>Total Expense:</b>	<b>789,653.00</b>	<b>674,776.79</b>	<b>114,876.21</b>	<b>14.55%</b>	<b>6,021,755.00</b>	<b>5,218,838.16</b>	<b>802,916.84</b>	<b>13.33%</b>	<b>12,121,648.00</b>
	<b>Report Total:</b>	<b>295,097.00</b>	<b>461,156.71</b>	<b>166,059.71</b>		<b>623,495.00</b>	<b>1,267,135.72</b>	<b>643,640.72</b>		<b>2,803,966.00</b>

**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
November 30, 2023**

<b><u>RESERVE BALANCES</u></b>	<b>Current Year as of 11/30/2023</b>	<b>Prior Year as of 11/30/2022</b>
CAPITAL AND OPERATING RESERVE	\$12,341,120.99	\$14,975,277.69
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$12,591,120.99</b>	<b>\$15,225,277.69</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$1,212,910.46	\$2,669,795.94
CSP T & S ACCOUNT	\$192,343.03	\$200,398.50
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,808.05	\$2,019,797.26
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$11,165,259.45	\$10,334,485.99
DISTRICT CASH ON HAND	\$800.00	\$800.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$12,591,120.99</b>	<b>\$15,225,277.69</b>

*This report is in conformity with CCWD's Investment Policy.*

COASTSIDE COUNTY WATER DISTRICT  
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
 FISCAL YEAR 2023/2024

Prepared 12.5.2023

11/30/2023

\* Approved June 2023

Status	Approved* CIP Budget FY23/24	Actual To Date FY23/24	Projected FY23/24	Variance vs. Budget	% Completed	Project Status/ Comments
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**Equipment Purchases & Replacement**

06-03	SCADA/Telemetry/Electrical Controls Replacement	ongoing	\$ 50,000		\$ 50,000	\$ -	n/a	
99-02	Vehicle Fleet Replacement	ongoing	\$ 80,000	\$ -	\$ -	\$ 80,000	100%	purchased vehicle in June 2023 (planned for FY2024)

**Facilities & Maintenance**

09-09	Fire Hydrant Replacement	ongoing	\$ 140,000	\$ 141,575	\$ 141,575	\$ (1,575)	100%	
23-13	Pilarcitos Canyon Culvert Replacement	in design	\$ 40,000	\$ 2,734	\$ 40,000	\$ -	0%	
99-01	Meter Change Program	ongoing	\$ 10,000	\$ -	\$ 10,000	\$ -	n/a	

**Pipeline Projects**

14-01/23-10	Highway 92 - Emergency Pipeline Restoration and Replacement of Welded Steel Line	In design	\$ 2,500,000	\$ 308,537	\$ 1,000,000	\$ 1,500,000	0%	Possible delays to FY2025
16-09	Magellan at Hwy 1		\$ 500,000		\$ 200,000	\$ 300,000	0%	Awarded November 2023
22-07	Alameda Ave Crossing at Medio Creek		\$ 275,000	\$ 35,546	\$ 200,000	\$ 75,000	0%	Awarded November 2023
23-02	Poplar Street Pipeline Replacement	in construction	\$ 400,000	\$ 399,788	\$ 400,000	\$ -	95%	
24-01	Myrtle/2nd Ave Valve Replacement		\$ 100,000	\$ 12,957	\$ 250,000	\$ (150,000)	0%	Awarded November 2023

**Pump Stations / Tanks / Wells**

21-07	Carter Hill Tank Improvement Project	In design	\$ 300,000	\$ 31,967	\$ 200,000	\$ 100,000	0%	At 100% design
19-01	EG #1 Tank Improvement Project/New Pump Station	In design	\$ 150,000	\$ 27,445	\$ 150,000	\$ -	0%	
09-18	Denniston Well Field Replacements	TBD	\$ 500,000		\$ 250,000	\$ 250,000	0%	Under review with hydrogeologist
20-01	CSP Pump #1/2 Spare	on order	\$ 90,000		\$ 90,000	\$ -	0%	
23-11	CSP Screens - Intake Valves	tech memo	\$ 250,000	\$ 2,015	\$ 25,000	\$ 225,000		delayed to FY2025
19-05	Tanks - THM Control	Ongoing	\$ 50,000		\$ 50,000	\$ -	0%	

**Water Supply Development**

14-25	San Vicente/Denniston Water Supply Development	ongoing	\$ 500,000	\$ 77,421	\$ 350,000	\$ 150,000	n/a	
23-04	Lower Pilarcitos Well Development	TBD	\$ 100,000		\$ -	\$ 100,000	0%	delayed
17-12	Water Reuse Feasibility Study	in process	\$ 300,000	\$ 171,859	\$ 200,000	\$ 100,000	80%	

**Water Treatment Plants**

20-14	Nunes Water Treatment Plant Improvement Project	Construction	\$ 1,600,000	\$ 857,850	\$ 1,700,000	\$ (100,000)	75%	Construction started August 2021; To be completed in FY 2023/2024
23-05	Sodium Hypochlorite Generator Replacement (Nunes)	in design	\$ 200,000	\$ 9,608	\$ 200,000	\$ -	0%	Board approved August 2023
23-06	Existing Sedimentation Basin Rehabilitation	TBD	\$ 300,000		\$ 300,000	\$ -	0%	
23-09	Denniston Contact Clarifier Hatch Replacements	TBD	\$ 75,000	\$ 875	\$ 875	\$ 74,125	0%	delayed

COASTSIDE COUNTY WATER DISTRICT  
 CAPITAL IMPROVEMENT PROJECTS - STATUS REPORT  
 FISCAL YEAR 2023/2024

Prepared 12.5.2023

11/30/2023

\* Approved June 2023

Status	Approved* CIP Budget FY23/24	Actual To Date FY23/24	Projected FY23/24	Variance vs. Budget	% Completed	Project Status/ Comments
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UNSCHEDULED/NEW CIP ITEMS FOR CURRENT FISCAL YEAR 2023/2024

20-07	766 Main Street Improvements		\$ 71,158	\$ 71,158	\$ (71,158)	100%	Outside lighting/landscaping
23-12	Alves Tank Roof Replacement	complete	\$ 26,600	\$ 26,600	\$ (26,600)	100%	
NN-00	Unscheduled CIP		\$ 100,000	\$ 100,000	\$ -	0%	

<b>NEW FY2023/2024 CIP TOTAL</b>	<b>\$ 8,610,000</b>	<b>\$2,177,936</b>	<b>\$ 6,005,208</b>	<b>\$ 2,604,792</b>
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**Legal Cost Tracking Report  
12 Months At-A-Glance**

**Acct. No.5681  
Patrick Miyaki - HansonBridgett, LLP  
Legal**

Month	Admin (General Legal Fees)	Water Supply Development	Recycled Water	Uninstalled Connection Transfer Program	Capital Improvement Projects	Labor & Employment	Election (CVRA)	Cell Tower Leases	Public Records Requests	Litigation	Non CIP / Infrastructure (Project Review) <i>Reimbursable</i>	Total
Nov-22	11,284	1,857			900			158				14,198
Dec-22	4,760	2,884		512	395	277		711	1,861			11,399
Jan-23	3,486			963	2,646				1,938			9,033
Feb-23	3276	504			2,349				378			6,507
Mar-23	3150	3396			2,778				1,050			10,374
Apr-23	1872				1,551				5,490			8,913
May-23	2811	2226	1,050	540	519	0	0	714	966	0		8,826
Jun-23	4902		294		1,929				630		5,421	13,176
Jul-23	6300			516					756			7,572
Aug-23	4620			1,113	3,363			2,814				11,910
Sep-23	1764	210		606				3,444		1,386		7,410
Oct-23	7278			252	378	1,176		1,596		1,470		12,150
<b>TOTAL</b>	<b>55,502</b>	<b>11,076</b>	<b>1,344</b>	<b>4,502</b>	<b>16,808</b>	<b>1,453</b>	<b>0</b>	<b>9,437</b>	<b>13,069</b>	<b>2,856</b>	<b>5,421</b>	<b>121,468</b>

**Engineer Cost Tracking Report  
12 Months At-A-Glance**

**Acct. No. 5682  
JAMES TETER  
Engineer**

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Studies and Non - CIP Project</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Dec-23</b>	480			480	
<b>Jan-23</b>	480			480	
<b>Feb-23</b>	480			480	
<b>Mar-23</b>	480			480	
<b>Apr-23</b>	480			480	
<b>May-23</b>	480			480	
<b>Jun-23</b>	480			480	
<b>Jul-23</b>	480			480	
<b>Aug-23</b>	480			480	
<b>Sep-23</b>	480			480	
<b>Oct-23</b>	480			480	
<b>Nov-23</b>	480			480	
<b>TOTAL</b>	<b>5,760</b>	<b>0</b>	<b>0</b>	<b>5,760</b>	<b>0</b>

# Calcon T&M Projects Tracking

11/30/2023

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Billings FY2023-2024
<b>FY 2023-2024 Open Projects:</b>						
	Nunes Magnetic Flow Meter					
	Nunes WTP Upgrade Project		9/19/2023	10/11/2023	\$59,917.00	\$ 27,686.88
<b>Open Projects - Subtotal</b>						\$27,686.88
<b>Other: Monthly Maintenance</b>						
<b>Tanks</b>						
<b>Crystal Springs Maintenance</b>						
	Nunes Maintenance					\$ 10,770.75
	Denniston Maintenance					\$ 1,600.00
	Distribution System					\$ 20,472.50
<b>Wells</b>						
	Cellular Telemetry					\$ 1,312.52
Subtotal Maintenance						\$ 34,155.77
<b>FINAL TOTAL FY 2023/2024</b>						<b>\$61,842.65</b>

**EKI Environment & Water**  
**Engineering Services Billed FY 2021-2022 to FY 2023-2024**  
**Billed through 11/30/2023**

	<b>Contract Date</b>	<b>Not to Exceed Budget</b>	<b>Status</b>	<b>FY2021-2022</b>	<b>FY2022-2023</b>	<b>FY 2023-2024</b>
<b>CIP Project Management</b>						
Fiscal Year 2020-2021	8.13.2020	\$ 100,000.00	Complete	\$ 33,162.48		
Fiscal Year 2021-2022 - Non-Complex Main line Extension Services	10.15.2021	\$ 25,000.00	Open	\$ 10,301.46	\$ 10,438.74	\$ 4,201.34
Fiscal Year 2021-2022 - Drought Relief Grant Application	12.2021		Complete	\$ 21,074.82		
Fiscal Year 2022-2023 - Capital Improvement Management	4.20.2022	\$ 117,000.00	Open	\$ 5,453.76	\$ 71,198.60	\$ 24,547.38
Fiscal Year 2022-2023 - Emergency Engineering Services	2/10/2023	\$ 28,000.00	Open		\$ 26,164.58	
Fiscal Year 2022-2023 - Emergency FEMA Grant Application		\$ 15,000.00	Open		\$ 16,568.76	
<b>Sub Total - CIP Project Management Services</b>		<b>\$ 285,000.00</b>		<b>\$ 69,992.52</b>	<b>\$ 124,370.68</b>	<b>\$ 28,748.72</b>

<b>Highway 92 Potable Water Pipeline Phase 1 (2023)</b>	<b>14-01</b>	6.13.2023	\$ 135,400.00	Open		\$ 22,894.82	\$ 54,404.03
<b>Highway 92 Environmental Permitting - Emergency Restoration</b>	<b>23-10</b>	3.15.2023	\$ 44,800.00	Open		\$ 321.36	\$ 11,006.51
<b>Highway 92 Potable Water Pipeline Emergency Geotechnical</b>	<b>23-10</b>	3.3.2023	\$ 63,400.00	Open		\$ 52,946.71	
<b>Highway 92 Potable Water Pipeline Emergency Restoration-Design</b>	<b>23-10</b>	3.15.2023	\$ 247,600.00	Open		\$ 55,017.03	\$ 100,387.66
<b>Highway 92 Potable Water Pipeline Future Phases Geotechnical</b>	<b>14-01</b>	3.3.2023	\$ 54,200.00	Open		\$ 26,884.03	\$ 22,730.72
<b>Miramontes Point Road Water Main Replacement</b>	<b>22-01</b>	7.14.2021	\$ 177,300.00	Open	\$ 92,356.96	\$ 46,900.62	
<b>Medio Crossing-Alternatives Evaluation for Pipeline Replacement</b>	<b>22-07</b>	4.25.2022	\$ 20,400.00	Complete	\$ 8,410.48	\$ 13,419.12	
<b>Medio Creek and Magellan Pipeline/Miramar Deadends Design</b>	<b>22-07</b>	3.15.2023	\$ 138,900.00	Open		\$ 39,015.39	\$ 18,362.02
<b>Poplar Street Water Main Replacement Project</b>	<b>23-02</b>	10.3.2022	\$ 29,200.00	Open		\$ 22,944.36	\$ 6,199.05
<b>EG Tank #1 - Pre-design for New Pump Station</b>	<b>19-01</b>	6.13.2023	\$ 25,000.00	Open		\$ 1,046.76	\$ 15,579.98
<b>Highway 92 - 2017 Easements Land Description Packages</b>	<b>14-01</b>	8.18.2023	\$ 14,000.00	Open			\$ 14,000.00
<b>Highway 92 - Environmental Permitting Strategies</b>	<b>23-10</b>	5.24.2023	\$ 29,700.00	Open			\$ 27,999.05
<b>Miramar Deadends Project - Biological Resources Assessment</b>	<b>22-07</b>	5.24.2023	\$ 18,200.00	Open			\$ 17,184.44
<b>Grandview Crossing at Hwy 1</b>	<b>20-08</b>	2.9.2021	\$ 156,500.00	Complete	\$ 37,244.28	\$ 32,891.30	
<b>Grandview Crossing at Hwy 1 - Construction Management Services</b>	<b>20-08</b>	9.16.2022	\$ 132,800.00	Complete		\$ 106,755.71	
<b>Pilarcitos Creek Crossing Water Main Replacement Design</b>	<b>13-02</b>	7.14.2020	\$ 99,900.00	Complete	\$ 31,454.78	\$ 28,025.40	
<b>Pilarcitos Creek Crossing Water Main Replacement Field Surveys/Land Descriptions</b>	<b>13-02</b>	9.13.2022	\$ 28,600.00	Complete	\$ 20,059.82	\$ 4,681.04	
<b>Highway 92 Potable Water Pipeline Replacement Project Design</b>	<b>14-01</b>	7.2.2021	\$ 24,800.00	Complete	\$ 18,139.94	\$ 6,631.56	
<b>Purisima Way Water Main Replacement</b>	<b>14-29</b>	10.18.2021	\$ 20,400.00	Complete	\$ 19,840.91		

Total - All Services

**\$ 297,499.69 \$ 584,745.89 \$ 316,602.18**



**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, November 14, 2023**

The Public was able to participate in the public meeting by joining the meeting in person or through the Zoom Video Conference link provided. The public was also able to join the meeting by calling a provided teleconference phone number.

- 1) **ROLL CALL** -President John Muller called the meeting to order at 6:15 p.m. Present at roll call: Vice President Chris Mickelsen, Director Ken Coverdell, Director Bob Feldman and Director Glenn Reynolds.

Also present: Mary Rogren, General Manager; Patrick Miyaki, Legal Counsel; Lisa Sulzinger, Administrative Analyst.

- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - There were no public comments.
- 4) **CLOSED SESSION**

A) Conference with Real Property Negotiators  
Pursuant to California Government Code Section 54956.8

1. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056 341 -180, 190, 200, 210, 230, 056-331-110, 056-331-120 and 130]  
Agency Negotiators: Mary Rogren, General Manager  
Negotiating Parties: Mary Alice Cozzolino, Surviving Co-Trustees of the James and Alice Cozzolino 1998 Family Trust  
Under Negotiation: Price and Terms of Payment
2. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056-341-220]

Agency Negotiators: Mary Rogren, General Manager  
Negotiating Parties: James Salvatore Cozzolino, a married man, as his sole and separate property, and Linda Jean Cozzolino, a single woman, as tenants-in-common  
Under Negotiation: Price and Terms of Payment

3. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056-341-080, 150]  
Agency Negotiators: Mary Rogren, General Manager  
Negotiating Parties: Robert Gerald Canadas, as to an undivided  $\frac{1}{4}$  interest and Gerald Robert Canadas, as to an undivided  $\frac{1}{4}$ ; interest; Marilyn Carol Canadas, as Trustee of The Marilyn Canadas Trust, dated November 1, 2021, as to an undivided  $\frac{1}{4}$  interest and Theresa Rose Schmieder, as Trustee of The Theresa Canadas Trust, dated November 1, 2021, as to an undivided  $\frac{1}{4}$  Interest  
Under Negotiation: Price and Terms of Payment
4. Property: Acquisition of multiple permanent and temporary easements along Highway 92, Half Moon Bay, CA [APN 056-331-020]  
Agency Negotiators: Mary Rogren, General Manager  
Negotiating Parties: Henry R. Pastorino, Trustee of the Henry R. Pastorino Revocable Trust, dated July 6, 2022  
Under Negotiation: Price and Terms of Payment

**5) RECONVENE TO OPEN SESSION - at 6:56 p.m.**

Public Report of closed session action – Mr. Miyaki reported that for all 4 closed session items, direction was given to the District's Real Property Negotiator.

**6) ADJOURNMENT - Special Board Meeting Adjourned at 6:58 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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John Muller, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, November 14, 2023**

The Public was able to participate in the public meeting by joining the meeting in person or through the Zoom Video Conference link provided. The public was also able to join the meeting by calling a provided teleconference phone number.

- 1) **ROLL CALL** - President Muller called the meeting to order at 7:01 p.m. Present at roll call: Vice President Chris Mickelsen, Director Ken Coverdell, Director Bob Feldman, and Director Glenn Reynolds.

Also present: Mary Rogren, General Manager, Patrick Miyaki, Legal Counsel; James Derbin, Superintendent of Operations; Gina Brazil, Office Manager; Nancy Trujillo, Accounting Manager and Lisa Sulzinger, Administrative Analyst

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** - There were no public comments.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending October 31, 2023:  
Claims: \$ 1,096,511.40; Payroll: \$ 203,788.10 for a total of \$1,300,299.50  
*October 2023 Monthly Financial Claims reviewed and approved by Director Muller*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of October 10, 2023, Regular Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report October 2023
- G. Leak/Flushing Report - October 2023
- H. Monthly Rainfall Reports
- I. SFPUC Hydrological Conditions Report - September 2023 and October 2023

J. Notice of Completion – Denniston Reservoir Maintenance Dredging Project for Year 2023

President Muller stated he had reviewed the monthly financial claims and found all to be in order.

**ON MOTION BY Director Reynolds and seconded by Director Coverdell, the Board voted by roll call vote to approve the Consent Calendar:**

Director Coverdell	Aye
Director Feldman	Aye
Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

5) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

No meetings or comments reported.

6) **GENERAL BUSINESS**

**A. Award of Contract to Golden Bay Construction, Inc. for the Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project**

Mr. Derbin summarized the need to rehabilitate 475 linear feet of 10-inch cast iron pipe that crosses under Highway 1 at Magellan Avenue and the rehabilitation of 175 linear feet of existing 10-inch welded steel pipe that crosses Medio Creek along Alameda Avenue. Seven bids were received, with Golden Bay Construction, Inc. providing the lowest bid.

**ON MOTION BY Vice President Mickelsen and seconded by Director Coverdell, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Golden Bay Construction, Inc. for \$308,805 to construct the Magellan Avenue at Highway 1 and Medio Creek Pipeline Rehabilitation Project**

Director Coverdell	Aye
Director Feldman	Aye
Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

**B. Award of Contract to Andreini Bros., Inc. for the Myrtle Street and 2<sup>nd</sup> Avenue Valve Replacement Project**

Mr. Derbin summarized the need to replace fifteen broken/inoperable water main valves and eliminate a 6" water main that crosses behind several backyards along 2<sup>nd</sup> Avenue between Granelli Avenue and Myrtle Street. Nine bids were received, with Andreini Bros., Inc. providing the lowest bid.

**ON MOTION BY Director Reynolds and seconded by Vice President Mickelsen, the Board voted by roll call vote to authorize the General Manager to enter into a contractual agreement with Andreini Bros, Inc. for \$199,910 for the Myrtle Street and 2<sup>nd</sup> Avenue Valve Replacement Project:**

Director Coverdell	Aye
Director Feldman	Aye
Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

**C. Approval of Professional Services Agreement with Water Resources Economics, LLC for a Water Rate Study and Cost-of-Service Analysis**

Ms. Rogren summarized that at the December 13, 2022 Regular Board of Directors Meeting, the Board approved Resolution 2022-13 amending the District's Rate and Fee Schedule to increase water service rates and water shortage rates effective January 19, 2023 and January 18, 2024. These rate increases were supported by the October 26, 2022 Water Financial Plan and Rate Update Study prepared by Raftelis Financial Consultants Inc. The updated study used the May 15, 2018 Cost-of-Service and Rate Study. As the District considers future rate adjustments, the District's Cost-of-Service Analysis and Rate Study will need to be revised. Water Resources Economics, LLC's proposal includes the development of a new Financial Plan, Cost-of-Service Analysis, Water Rate and Water Shortage Rate Study. The Financial Plan includes a long-range financial plan/model that can be utilized to develop future years' rate increases beyond January 2024 which comply with the substantive requirements of Proposition 218.

**ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to authorize the General Manager to execute a professional services agreement with Water Resources Economics, LLC to provide a Water Rate Study and Cost-of-Service Analysis at a time-and-materials cost not to exceed \$67,960:**

Director Coverdell	Aye
Director Feldman	Aye
Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

**D. Approval of a Treatment/Distribution Operator New Hire Effective January 1, 2024 in Anticipation of Upcoming Employee Retirement on May 1, 2024**

Mr. Derbin summarized that due to an upcoming employee retirement, and during a recent recruitment for a Treatment/Distribution Operator (assigned to Treatment) the District identified a potential candidate for the upcoming open Treatment/Distribution Operator (assigned to Distribution) position. Staff would like to extend an offer to this candidate for a start date in January 2024 to allow for cross training, integration, and knowledge transfer in anticipation of the pending retirement.

**ON MOTION BY Director Reynolds and seconded by President Muller, the Board voted by roll call vote to approve the hire of a new Treatment/Distribution Operator (assigned to Distribution) effective January 1, 2024 in anticipation of the May 1, 2024 retirement of a District employee (currently serving in this same position):**

Director Coverdell	Aye
Director Feldman	Aye
Director Reynolds	Aye
Vice-President Mickelsen	Aye
President Muller	Aye

**E. Review of Board of Directors' Compensation Policy**

Ms. Rogren summarized the Board of Directors compensation policy that was last set in October 2006 at \$150.00 per day for a maximum of \$600.00 per month (4 days per month) via Ordinance # 2006-01. This Ordinance specifies that the per day compensation applies to attendance at Regular, Special, and Standing Committee meetings. In October 2006, the Board adopted Resolution 2006-19 that identified certain meetings, conferences, and activities that are pre-approved as services rendered at the request of the Board. After much discussion, the Board requested that staff prepare a resolution to present to the Board at the next Board meeting that expands the list of pre-approved meetings and activities that the Board will receive compensated for, but not to change the per day compensation or the number of days per month that Board members may be compensated.

**F. Nunes Water Treatment Plant Upgrades Project Update #27**

Mr. Derbin gave an update on the progress made at the Nunes Water Treatment Plant during October 2023.

**7) MONTHLY INFORMATIONAL REPORTS**

**A. General Manager's Report**

Ms. Rogren reported that due to the recent disruptive activity at public agency Zoom meetings, BAWSCA (Bay Area Water Supply and Conservation Agency) had polled their member agencies regarding meeting formats. The District is currently using the hybrid model for conducting its Board meetings that allows both in person and remote participation, and 19 other BAWSCA agencies are as well. Ms. Rogren stated the District will remain using the hybrid format for its Board meetings.

**B. Superintendent Of Operations Report**

Mr. Derbin summarized the Operation Highlights for the month of October 2023.

**8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

Director Reynolds requested that staff provide a summary of the District's safety record at a future meeting.

**9) CLOSED SESSION**

Pursuant to California Government Code Section 54956.9(d)(1)  
Conference with Legal Counsel - Existing Litigation  
City of Camden, et al., v. 3M Company - Case No. 2:23-cv-03147-RMG  
City of Camden, et al., v. E.I. DuPont de Nemours and Company - Case No. 2:23-cv-03230-RMG

**10) RECONVENE TO OPEN SESSION**

Public report of closed session action - Direction was given to Legal Counsel.

**11) ADJOURNMENT - Board Meeting Adjourned at 9:02 p.m.**

Respectfully submitted,

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Mary Rogren, General Manager  
Secretary to the District

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John Muller, President  
Board of Directors





**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2024**

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.32	17.08	0.00	30.54	6.02	53.64	2.66	50.98
AUG	2.37	22.03	0.00	23.30	6.40	51.73	3.69	48.04
SEPT	2.31	18.49	0.00	24.22	8.42	51.13	3.87	47.26
OCT	0.51	6.09	0.00	37.04	6.54	49.67	2.58	47.09
NOV	0.05	15.80	11.9	9.68	2.94	40.32	2.42	37.90
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
<b>TOTAL</b>	5.56	79.49	11.90	124.78	30.32	246.49	15.22	231.27
% MONTHLY TOTAL	4.5%	39.2%	29.5%	24.0%	7.3%	100.0%	6.0%	94.0%
% ANNUAL TO DATE TOTAL	2.3%	32.2%	4.8%	50.6%	12.3%	0.0%	6.2%	93.8%

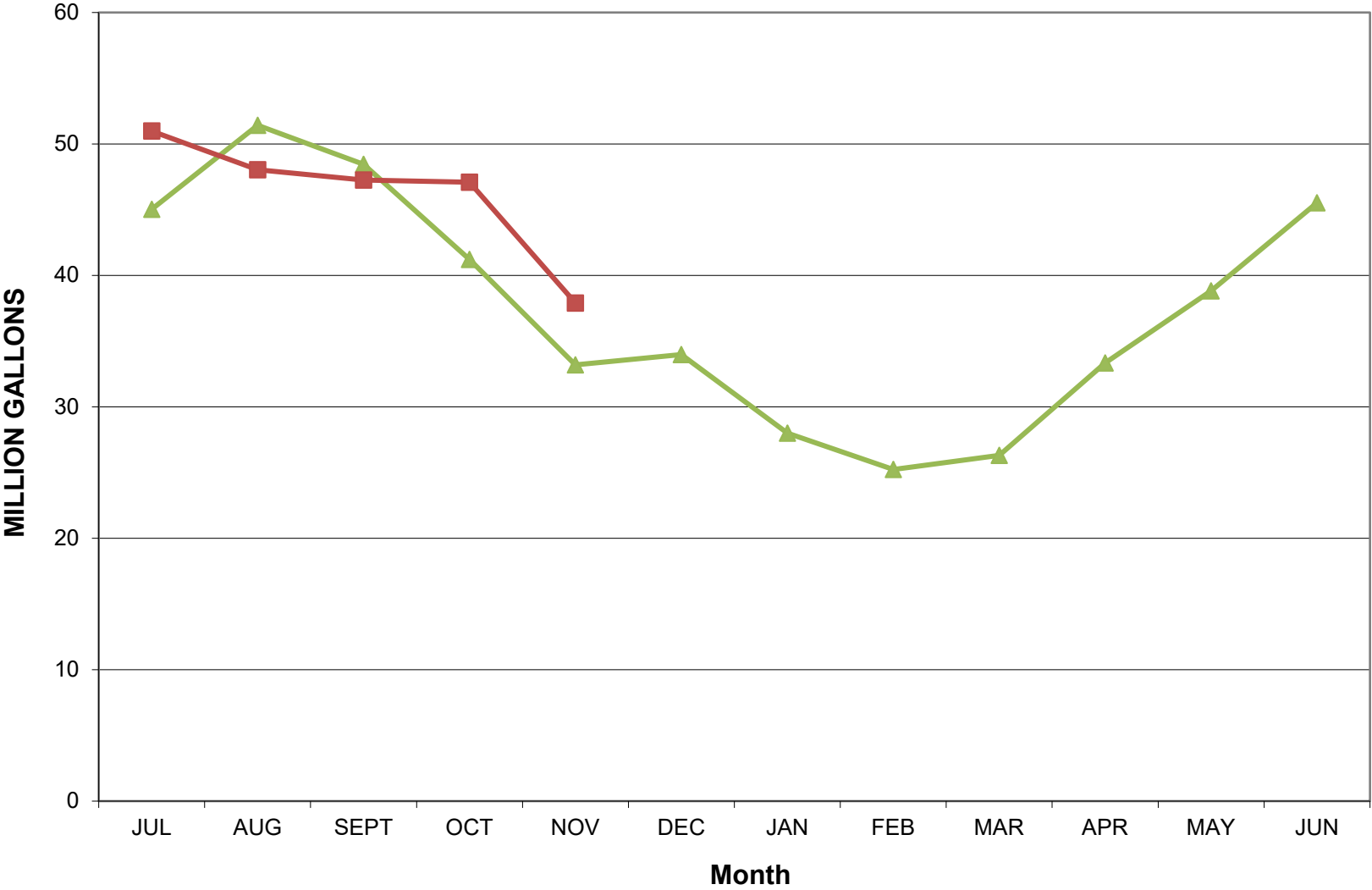
CCWD vs SFPUC- month 73.2%  
 CCWD vs SFPUC- annual 39.3%

12 Month Running Treated Total **462.46**

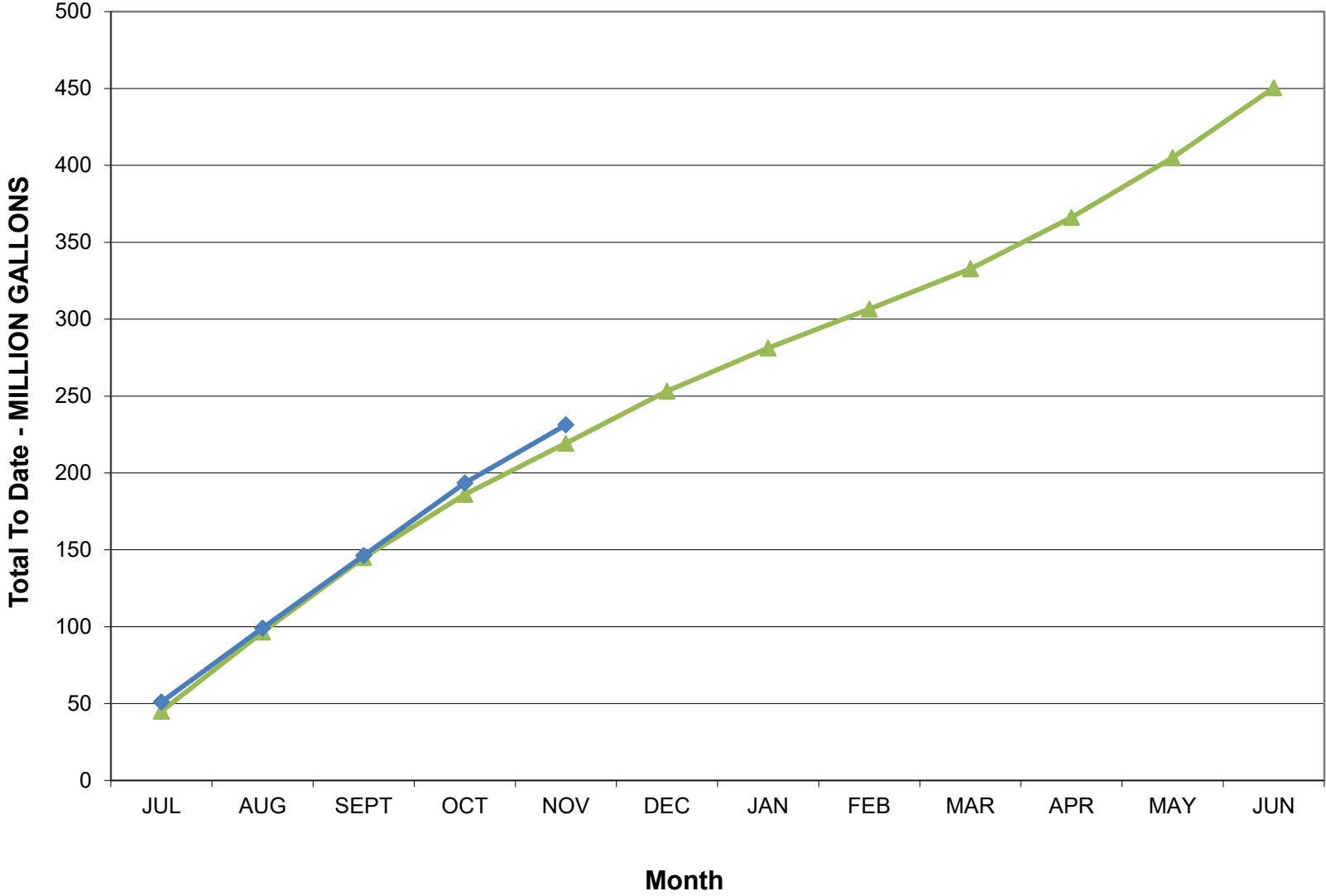
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2023**

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.92	6.25	0.00	39.07	0.42	47.66	2.63	45.03
AUG	1.70	5.45	0.00	38.23	8.94	54.32	2.90	51.42
SEPT	1.65	5.86	0.00	15.86	27.69	51.06	2.62	48.44
OCT	0.57	3.62	0.00	37.14	3.13	44.46	3.25	41.21
NOV	0.54	13.55	7.66	11.91	2.57	36.23	3.04	33.19
DEC	0.37	10.59	15.88	7.30	2.26	36.40	2.42	33.98
JAN	0.00	0.00	24.62	4.53	0.00	29.15	1.15	28.00
FEB	0.00	0.00	24.29	2.56	0.00	26.85	1.62	25.23
MAR	0.00	0.00	26.21	2.19	0.00	28.40	2.09	26.31
APR	0.00	14.00	0.00	21.47	0.09	35.56	2.22	33.34
MAY	0.00	29.40	0.00	8.40	5.00	42.80	3.98	38.82
JUN	0.00	28.20	0.00	17.17	2.78	48.15	2.63	45.52
<b>TOTAL</b>	6.75	116.92	98.66	205.83	52.88	481.04	30.55	450.49
% Annual Total	1.4%	24.3%	20.5%	42.8%	11.0%	100.0%	9.3%	90.7%

Monthly Production FY 23 vs 24



Cumulative Production FY22 vs FY23





MONTH		November-23		Coastside County Water District Monthly Discharge Report EMERGENCY MAIN AND SERVICE REPAIRS							
C o u n t	Date Reported Discovered	Time Reported	Date Repaired	Time Repaired	Estimated Duration of Leak	(Identifier) Location	Estimated Water Volume Loss (MG)	Class Type	Material Type	Size (Inches)	Work Order Number
1	11/15/2023	1145	10/20/2023	1430	122 Hours	408 Antoinette Lane	0.001	Main	Cast Iron	6"	6649
2											
3											
4											
5											
6											
7											
8											
<b>Total</b>							<b>0.001</b>				

OTHER DISCHARGES	
<b>Total Volumes (MG)</b>	
Flushing Program	0.056
Reservoir Cleaning	0.000
Automatic Blowoffs	0.162
Dewatering Operations	0.000
Other (includes flow testing)	0.000
<b>DISCHARGES GRAND TOTAL (MG)</b>	
<b>0.218</b>	

Coastside County Water District  
 766 Main Street  
 July 2023 - June 2024

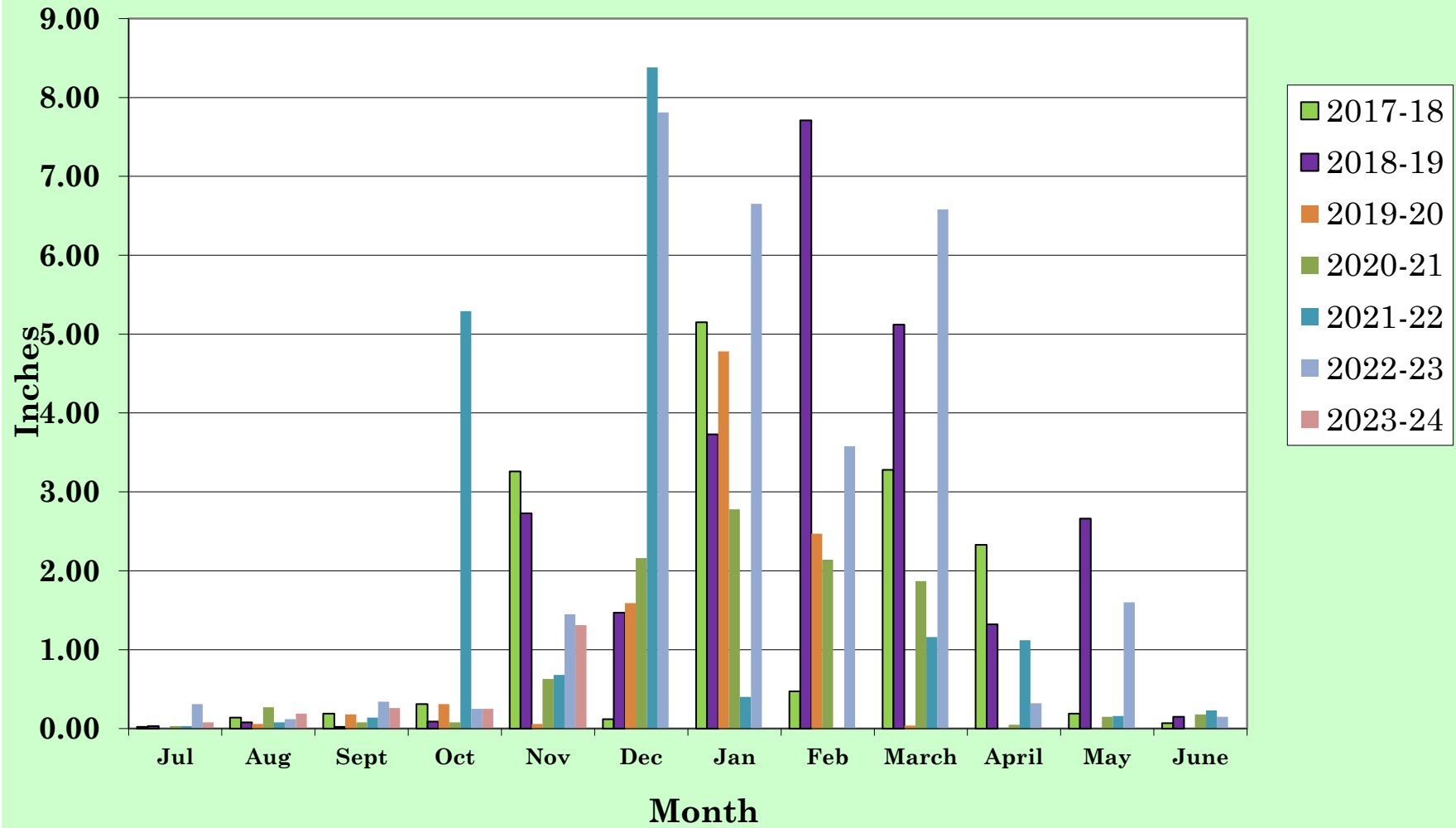
Nunes  
 Rainfall in Inches

	2023					2024						
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0.02	0.06	0	0							
2	0	0.01	0	0	0							
3	0	0.04	0	0	0							
4	0	0.02	0	0	0							
5	0	0	0	0	0.19							
6	0.02	0	0	0	0							
7	0.02	0	0	0	0							
8	0	0.03	0	0	0							
9	0.01	0.01	0	0.09	0							
10	0.01	0	0	0.02	0							
11	0.01	0	0	0	0							
12	0	0	0	0	0							
13	0	0.01	0	0	0							
14	0	0	0.01	0	0							
15	0	0	0.01	0.01	0.1							
16	0	0	0	0	0.18							
17	0	0.01	0	0.01	0.55							
18	0	0	0	0	0.04							
19	0	0	0	0	0							
20	0.01	0.01	0	0	0							
21	0	0.03	0	0	0							
22	0	0	0	0.1	0							
23	0	0	0	0.01	0							
24	0	0	0	0	0							
25	0	0	0.03	0.01	0							
26	0	0	0.08	0	0							
27	0	0	0	0	0							
28	0	0	0	0	0.23							
29	0	0	0.07	0	0.02							
30	0	0	0	0	0							
31	0	0		0								
Mon.Total	0.08	0.19	0.26	0.25	1.31							
Year Total	0.08	0.27	0.53	0.78	2.09							

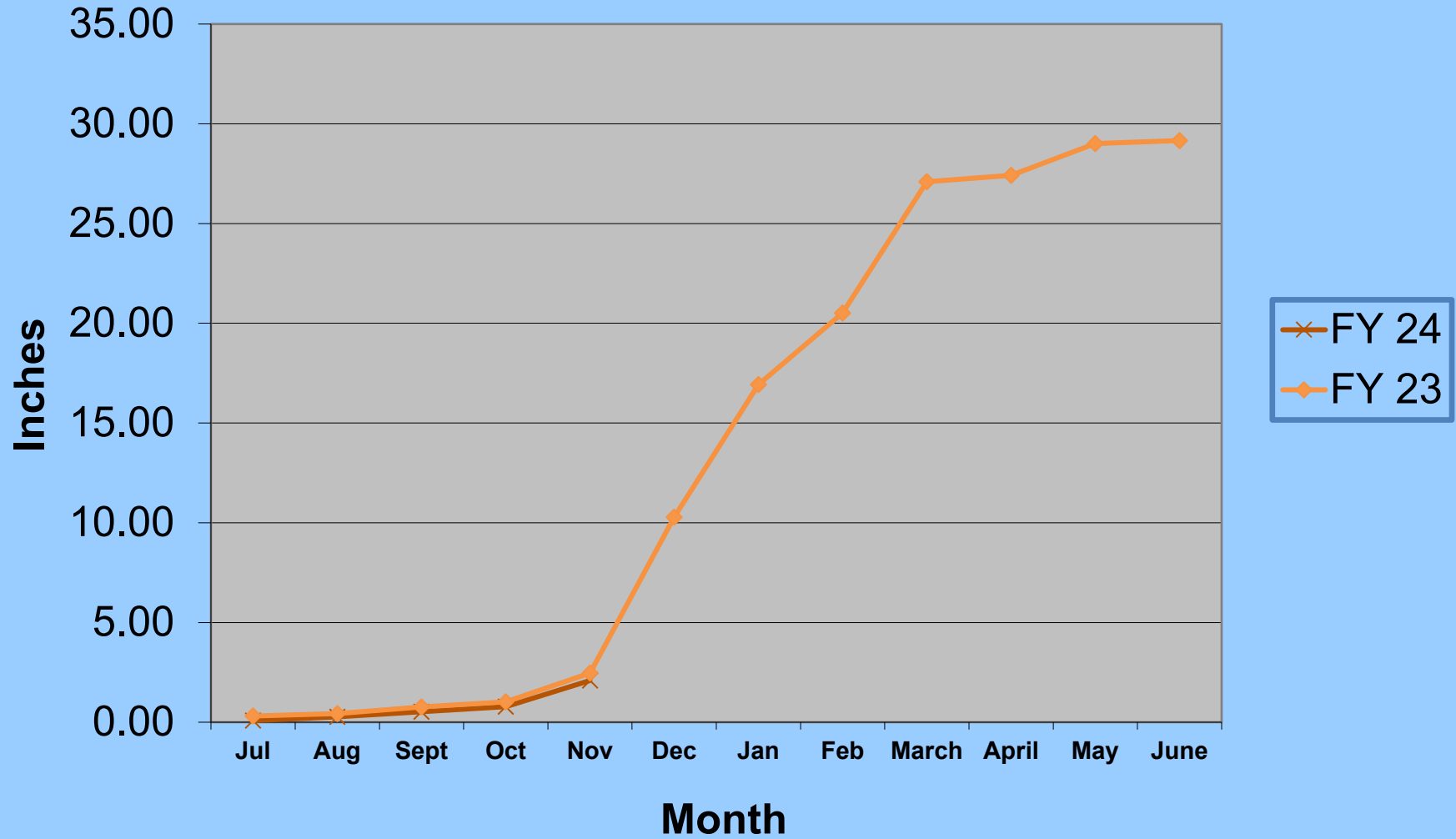
# Coastside County Water District

## Rainfall by Month

Fiscal Years 18 - 24



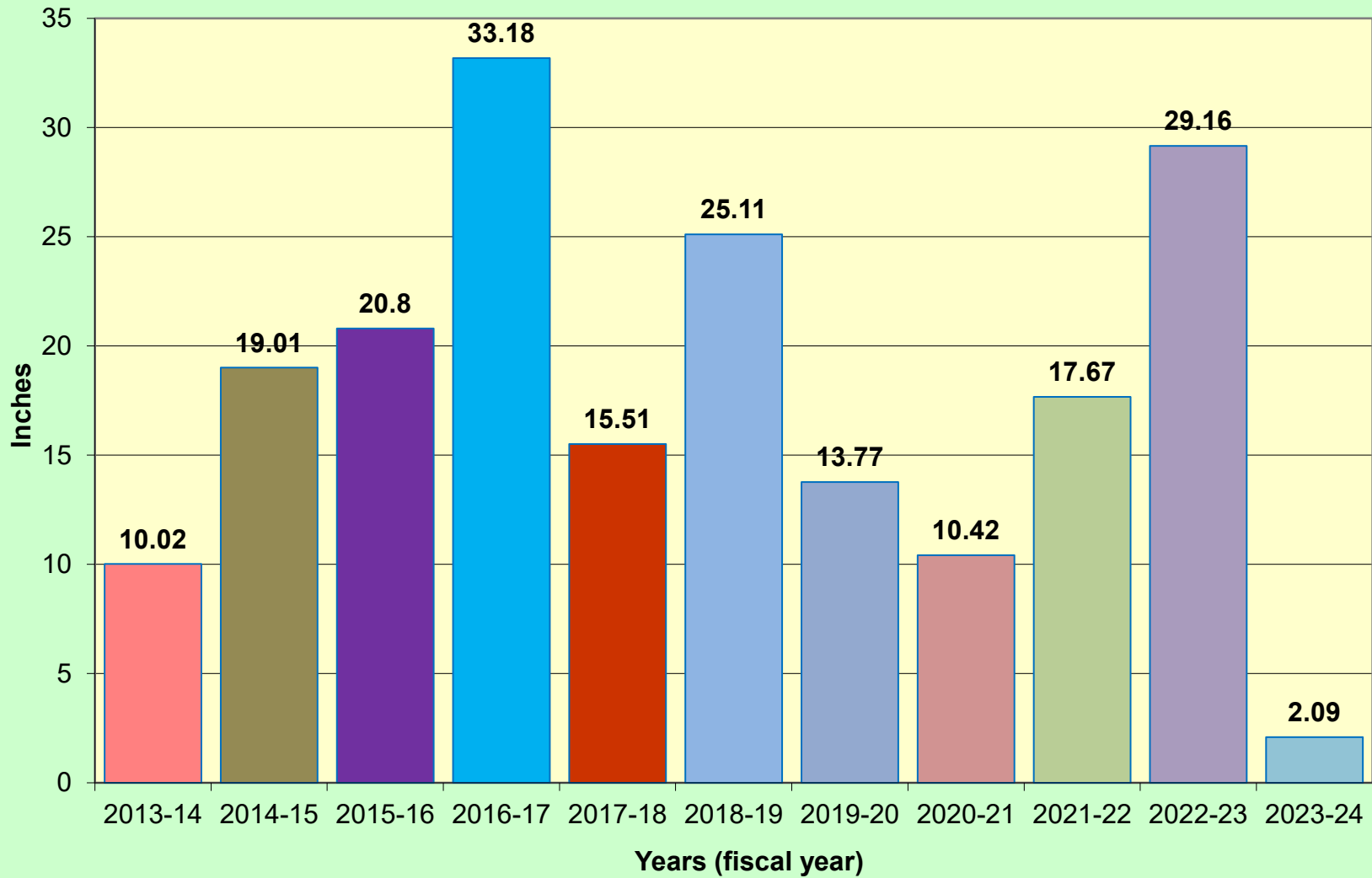
# Rainfall Total Comparison Fiscal Years 23-24





# Rain Totals

## Fiscal Years 14 - 24



**STAFF REPORT**

**To:** Coastside County Water District Board of Directors  
**From:** Mary Rogren, General Manager  
**Agenda:** December 12, 2023

**Report Date:** December 8, 2023

**Agenda Title:** Award of Contract - Crystal Springs Pump Station Fire Sprinkler Alarm System Upgrade/Replacement

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**Recommendation/Motion:**

**Authorize the General Manager to enter into a contractual agreement for the upgrade/replacement of the Crystal Springs Pump Station (CSP) Fire Sprinkler Alarm System for \$62,212 with Johnson Controls Fire Protection LP.**

**Background:**

In Summer 2023, Battalion One Fire Protection overhauled the existing fire sprinkler system to operate as originally designed for a not to exceed amount of \$40,333. Now that this work is complete, the fire alarm monitoring system needs to be upgraded so this critical pump station is adequately monitored for heat and smoke/fire.

Once this work is complete, staff will then solicit ongoing live monitoring of the upgraded alarm system. In addition, staff will be going out to bid for annual and quarterly Preventative Maintenance (PM) and flushing/testing of the new fire sprinkler system. Staff is confident with ongoing PMs the fire sprinkler system will work as designed for the next 30-40 years and the expected lifecycle of this alarm system is ~10-15 years before replacement is needed.

Staff has solicited Sourcewell contractor pricing from Johnson Controls Fire protection LP for this work. Sourcewell is a Joint Powers Authority that serves government agencies with competitive bidding contract pricing to the member agencies for a variety of equipment and services. See Attachment A for a copy of the Johnson Controls quote and Attachment B for information about the Sourcewell bid solicitation process.

**Fiscal Impact:**

\$62,212. Funding for this project was originally budgeted in Fiscal Year 2022/23.



## Attachment A

### Johnson Controls Fire Protection LP Quotation

To:  
Coastside County Water District  
766 Main St  
Half Moon Bay, CA 94019

Project: Coastside County Water District - CPQ-471905  
Johnson Controls Reference: 650471905  
Proposal #: 1  
Date: 11/01/2023  
Page: 1 of 11

Johnson Controls is pleased to offer for your consideration this quotation for the above project

#### Scope of Work

Johnson Controls Fire Protection (JCI) is pleased to provide the following Fire Alarm system "Turnkey" proposal for Coastside County Water District for the Crystal Springs Pumping Station. New Fire Alarm System includes; installation, shop drawings, material/components, programming, pre/final testing and system certification with the AHJ in accordance with outlined scope of work, qualifications and exclusions.

#### **Qualifications:**

- JCI DIR # **1000000576**
- Sourcewell # **030421JHN**
- All onsite labor is assumed to be prevailing wages.
- Equipment provided in accordance with as-built drawings provided sheet FP-1 dated 10/30/92 and job walk conducted with the Coastside County Water District on 9/21/23.
- JCI has included installation for the new Fire Alarm Control Unit (FACU) and associated peripheral devices.
  - Fire Alarm Panel to be located within the Office and will include a cellular communicator.
  - Fire Alarm Document box will be included in the Office.
  - Fire Alarm Pull Station located within the Office.
  - Fire Alarm Horn/Strobe located within the Office.
  - Fire Alarm Smoke Detector located within the Office.
  - Fire Alarm Relay located within FACU provided for BMS or SCADA system interface.
  - Fire Alarm Strobe located within the Restroom.
  - Fire Alarm releasing peripheral for pre-action system will be located within the existing Hubbell Killark explosionproof enclosure. It is assumed the pre-action releasing solenoid/valve is listed with the releasing circuit provided. Mounting plates for fire alarm equipment within the enclosure to be provided by Coastside County Water District.

- Fire Alarm relays provided for electrical shutdown will be located within the existing Hubbell Killark explosionproof enclosure. Mounting plates for fire alarm equipment within the enclosure to be provided by Coastside County Water District.
- Fire Alarm monitor modules provided for monitoring of existing pre-action system, explosionproof pull stations and existing General Monitors FL3000 UV/IR and will be located within the existing Hubbell Killark explosionproof enclosure. Mounting plates for fire alarm equipment within the enclosure to be provided by Coastside County Water District.
- Explosionproof pull stations will be provided at each exit within the pump room area.
- JCI assumes all installation and technical field labor to be performed onsite locally.
- Conduit and wire associated with new Fire Alarm System included in proposal.
  - Conduits in Pump Room are to be Rigid.
    - Provided for two (2) explosionproof pull stations.
    - Rigid conduits to terminate at gutter can located below the existing Hubbell Killark enclosure. Gutter can is assumed to be able to accept new rigid conduit penetrations. Existing conduit and wiring from gutter can into Hubblell Killark enclosure will be utilized.
    - All conduits to be surface mounted and installed on wall no more than 6' from the finished floor.
  - Conduits in Office and Restroom are to be EMT.
    - Provided for all fire alarm equipment located within Office and Restroom.
    - All conduits to be surface mounted and installed on wall no more than 8' from the finished floor.
  - Conduits to be 3/4".
  - Existing wire and conduits are assumed to be functional and will be reused to maintain existing equipment and interfaces to remain.
- JCI will provide system programming, commissioning, start-up, & check out, and testing (pre-testing & final testing).
- JCI will provide one complete submittal package document for review and approval by the local fire marshal.
- JCI will need the following to proceed with work: Signed Proposal, Contract, or PO.
- Scheduling of technicians shall be made at least ten (10) business days in advance of required date.
- Any increase in scope such as; occupancy change, change in use or increased area other than specified in the above referenced bid drawings may result in an additional cost.
- Releasing Solenoid shall be listed and compatible with the proposed Suppression Releasing Control Panel.
- All work shall take place during JCI's normal working hours (Monday -Friday 7:00am- 3:30 pm).
- All installation work to be completed during the JCI normal working hours.
- JCI will provide owners operation & equipment manuals and system close out documents
- JCI's Quotation includes two (2) hours training on the use and features of systems provided.
- This proposal has **not** taken into consideration any Electrical, Mechanical or HVAC components or interfaces that will require additional fire alarm equipment.

- The owner has directed JCI to utilize the existing GM FL3000 UVIR detectors. Complications arising from the use or testing of these units will be addressed on a case-by-case basis and are not covered in the scope of this proposal. Alternate cost to provide two (2) new UVIR detectors which include mounting, programming, and testing will be **\$25,960.00**.
- Design to include drawings in 2D format and does not include BIM, 3D Modeling, REVIT, or any coordination for these design support functions. CAD Drawings will be produced utilizing the current as-built drawings.
- Johnson Controls Project Manager will be assigned this project. Scheduling of all install work, tests, and inspections shall be coordinated with the project manager assigned to the project.
- JCI has not included any permit or inspections fees under this quote. These cannot be accurately assessed at this time, and if they are applicable, JCI will work with the owner and contractor to pass on costs directly.
- Professional Engineering approval is not included however this cost can be provided upon request if required.
- JCI includes an equipment Warranty of length one (1) year from date of substantial completion.
- Material cannot be ordered before the completion and approval of design unless the customer has specifically requested to release material.
- Proposal based on free and clear access to the work area.
- The AHJ is a separate entity and may desire alterations to the design based on the inspector's interpretation of the code. While every effort has been made to comply with code application the AHJ may request additional items once involved in the inspection process. These additional items are not included in this scope of work. Any additional material and associated labor deemed necessary by the AHJ and required for final system approval may be considered a change in scope and therefore additional costs will be incurred.

**Exclusions:**

- 120VAC dedicated power.
- Underground or concealed conduits.
- Providing and installing Pressure, Water flow and Tamper switches.
- Providing and installing any suppression, pre-action, or mechanical sprinkler system. Including any sprinkler system piping, fittings, labor, valves, solenoids and equipment.
- Any seismic bracing or supports for conduits.
- Intrinsically safe barriers or wiring protection.
- IP addresses or LAN connections for monitoring services.
- All fire stopping and acoustical tile sealing.
- Existing UVIR testing or equipment for commissioning.
- Maintenance and repair of any existing conduit or wiring.
- Any patching, painting, cutting, saw cutting, coring, or drilling.
- Repairs or modifications to any of the existing electrical systems, conduits or raceways.
- Any hot work.



- Provision of any equipment or labor not specifically listed.
- Comprehensive Cleanup.
- Any BIM coordination, 3D modeling or CAD extraction from REVIT.
- Overtime and priority shipping.
- Phased Testing or Commissioning.
- Any painting other than factory applied finishes.
- Port Assignment or MAC Addresses.
- Expansion or extension of existing FACU to accommodate new CS Gateway Card.
- Hazardous materials abatement.
- Any seismic supports for new or existing conduits.
- Ceiling tile replacement.
- Cellular monitoring plan. (This to be addressed once equipment is installed)
- Cutting, drilling, removal and reinstallation of floor tiles to be provided and installed by others.
- Electrical/Mechanical equipment, control devices, or associated installation.
- PE or EE Stamps or Approval - however this cost can be provided upon request.
- Connections, Operation or Sequence of Operation confirmation for any ancillary system.
- Modifications to the buildings existing Sequence of Operations.
- Any requirements more stringent than currently adopted NFPA 72 standards.
- Monitoring, Inspections, Testing & Maintenance of the system following substantial completion of the warranty period. These services can be procured under a separate maintenance agreement upon request.



**System**

QTY	MODEL NUMBER	DESCRIPTION
1	4098-9714	PHOTO SENSOR
1	4098-9792	SENSOR BASE
1	4099-9004	STATION-LED, SA ADDR
2	SGX-32SK1	PS EPL PRF D ACTN W/INBIN DPDT
3	4090-9001	SUPERVISED IAM
3	4090-9807	COVER-ADDRESS MODULE SURFACE
3	4090-9810	BRACKET, IAM
1	4090-9002	RELAY IAM
6	4090-9008	DUAL RELAY IAM, IDNET
7	4090-9802	COVER-ADDRESS MODULE SURFACE
1	49AV-WRF	AV Wall Red FIRE
1	49VO-WRF	VO Wall Red FIRE
1	SSU00625	CAB DOC STORAGE AS BUILT RED
2	2081-9276	BATTERY 33AH
1	4090-9006	SUP RELEASE PERIPH & ENCLOSURE
1	2081-9046	2 AMP COIL SUPERVISORY MODULE

QTY	MODEL NUMBER	DESCRIPTION
	DSGN LAB	DESIGN LABOR
	CAD LAB	CAD LABOR
	PM LAB	PROJECT/CONSTRUCTION MGMT
	COMM LAB	COMMISSIONING LABOR
	PREP LAB	PRE-SITE PREPARATION LABOR

QTY	MODEL NUMBER	DESCRIPTION
1	4007-9101	4007ES HYBRID FACP, RED

**Installation**

QTY	MODEL NUMBER	DESCRIPTION
	DPSUB	SUBCONTRACTING LABOR



Project: Coastside County Water District - CPQ-471905  
Johnson Controls Reference: 650471905  
Proposal #: 1  
Date: 11/01/2023  
Page: 6 of 11

**Total net selling price, FOB shipping point, \$61,274.67**

**Sales tax :\$936.65**

**Total Price with Sales Tax \$62,211.32**

To the extent applicable, Johnson Controls has included an estimate for all state and local sales tax for this quote. The actual sales tax due will be calculated and billed upon issuance of an invoice, unless a valid exemption and/or resale certificate is received by Johnson Controls.

Fire, Security, Communications, Sales & Service  
Offices & Representatives in Principal Cities throughout North America





**IMPORTANT NOTICE TO CUSTOMER**

This Agreement is contingent on credit approval, which may be checked at JCI's discretion and requires final approval of a JCI authorized manager before any equipment/ services may be provided. Should credit and/or approval be declined, this Agreement will be terminated and JCI's only obligation to customer will be to notify Customer of such termination and refund any amounts paid in advance. In accepting this Proposal, Customer agrees to the terms and conditions contained herein and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that the Customer may issue. Any changes in the system requested by the Customer after the execution of this Agreement shall be paid for by Customer and such changes shall be authorized in writing. **ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS ON THE PRECEDING PAGES. This proposal shall be void if not accepted in writing within 30 days from the date of the Proposal.**

For Customers located in Canada, this Fire Domain Sale and Installation Agreement has been drawn up and executed in English at the request of and with the full concurrence of Customer. Ce contrat a été rédigé en anglais à la demande et avec l'assentiment du client.

Unless otherwise agreed to by the parties, pricing is based upon the following billing and payment terms: Invoices will be delivered via Email () payment due date of Net 30, deposit for a minimum of 50% of the sell price, and the invoices are to be paid via Electronic Funds Transfer. Johnson Controls Electronic Funds Transfer details will be forth coming upon contractual agreement.

This offer shall be void if not accepted in writing within thirty (30) days from the date first set forth above.

To ensure that JCI is compliant with your company's billing requirements, please provide the following information:

PO is required to facilitate billing:  NO: This signed contract satisfies requirement  
 YES: Please reference this PO Number: \_\_\_\_\_

<p>Offered By:          Johnson Controls Fire Protection LP          6952 Preston Avenue, Suite A            Livermore , CA 94551-9545          Telephone:          Representative: _____          Email: fred.toste@jci.com</p>	<p>Accepted By: (Customer)</p> <p>Company: _____</p> <p>Address: _____</p> <p>Signature: _____</p> <p>Title: _____</p> <p>Date: _____</p>
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**TERMS AND CONDITIONS (Rev. 8/23)**

**1. Payment and Invoicing.** All payments are Net 30 from the date of invoice. Invoices shall be paid by Customer via Electronic Funds Transfer delivery via Email. Invoicing disputes must be identified in writing within 21 days of the invoice date. Payments of any disputed amounts are due and payable upon resolution. All other amounts remain due within Due Upon Receipt from the date of the invoice. Company shall invoice Customer for progress payments to 100% percent based upon equipment delivered or stored, and services performed. In the event project duration exceeds one month, Company reserves the right to submit partial invoices for progress payments for work completed at the project site. Customer agrees to pay any progress invoices in accordance with the payment terms set forth herein. In exchange for close-out documents to be provided by Company, Customer agrees to pay Company the remaining project balance when on-site labor is completed and prior to any final inspections. Customer shall provide financial information requested by Company to verify Customer's ability to pay for goods or services. If Customer fails to provide financial information or if Company, in its sole discretion determines that reasonable grounds exist to question Customer's ability or willingness to make payments when due (e.g., not making payments when due, late payments, or a reduction in Customer's credit score), Company may defer shipments, change payment terms, require cash in advance and/or require other security, without liability and without waiving any other remedies Company may have against Customer. Company shall provide Customer with advance written notice of changes to payment terms. Customer acknowledges and agrees that timely payments of the full amounts listed on invoices is an essential term of this Agreement and that Customer's failure to make payment when due is a material breach of this Agreement. Customer further acknowledges that if there is any amount outstanding on an invoice, it is material to Company and will give Company, without prejudice to any other right or remedy, the right to, without notice: (i) suspend, discontinue or terminate performing any services and/or withhold further deliveries of equipment and other materials, terminate or suspend any unpaid software licenses, and/or suspend Company's obligations under or terminate this Agreement; and (ii) charge Customer interest on the amounts unpaid at a rate equal to the lesser of one and one half (1.5) percent per month or the maximum rate permitted under applicable law, until payment is made in full. Company's election to continue providing future services does not, in any way diminish Company's right to terminate or suspend services or exercise any or all rights or remedies under this Agreement. Company shall not be liable for any damages, claims, expenses, or liabilities arising from or relating to suspension of services for non-payment. In the event that there are exigent circumstances requiring services or the Company otherwise performs services at the premises following suspension, those services shall be governed by the terms of this Agreement unless a separate contract is executed. If Customer disputes any late payment notice or Company's efforts to collect payment, Customer shall immediately notify Company in writing and explain the basis of the dispute. Customer agrees to pay all of Company's reasonable collection costs, including legal fees and expenses.

**2. Deposit.** Unless prohibited by law, Customer agrees to pay a deposit for a minimum of 50% of the project sell price (pre-tax) prior to Company providing any labor or materials on the project. Company will generate an invoice for the deposit after Company's receipt of a written agreement or order from Customer. Company will not commence work until receipt of the deposit.

**3. Pricing.** The pricing set forth in this Agreement is based on the number of devices to be installed and services to be performed as set forth in the Scope of Work ("Equipment" and "Services"). If the actual number of devices installed or services to be performed is greater than that set forth in the Scope of Work, the price will be increased accordingly. If this Agreement extends beyond one year, Company may increase prices upon notice to the Customer. All stated prices are exclusive of and Customer agrees to pay any taxes, fees, duties, tariffs, false alarm assessments, installation or alarm permits, and levies or other similar charges imposed and/or enacted by a government, however designated or imposed, including but not limited to value-added and withholding taxes that are levied or based upon the amounts paid under this Agreement. This Agreement is entered into with the understanding that the services to be provided by Company are not subject to any local, state, or federal prevailing wage statute. If it is later determined that local, state, or federal

prevailing wage rates apply to the services to be provided by Company, Company reserves the right to issue a modification or change order to adjust the wage rates to the required prevailing wage rate. Customer agrees to pay for the applicable prevailing wage rates.

Prices in any quotation or proposal from Company are subject to change upon notice sent to Customer at any time before the quotation or proposal has been accepted. Prices for products covered by this Agreement may be adjusted by Company, upon notice to Customer at any time prior to shipment and regardless of Customer's acceptance of the Company's proposal or quotation, to reflect any increase in Company's cost of raw materials (e.g., steel, aluminum) inability to secure Products, changes or increases in law, labor, taxes, duties, tariffs or quotas, acts of government, any similar charges, or to cover any extra, unforeseen and unusual cost elements.

**4. Alarm Monitoring Services.** Any reference to alarm monitoring services in this Agreement is included for pricing purposes only. Alarm monitoring services are performed pursuant to the terms and conditions of Company's standard alarm monitoring services agreement.

**5. Code Compliance.** Company does not undertake an obligation to inspect for compliance with laws or regulations unless specifically stated in the Scope of Work. Customer acknowledges that the Authority Having Jurisdiction (e.g. Fire Marshal) may establish additional requirements for compliance with federal, state/provincial and local codes. Any additional services or equipment required will be provided at an additional cost to Customer.

**6. Limitation of Liability; Limitations of Remedy. It is understood and agreed by the Customer that Company is not an insurer and that insurance coverage shall be obtained by the Customer and that amounts payable to company hereunder are based upon the value of the services and the scope of liability set forth in this Agreement and are unrelated to the value of the Customer's property and the property of others located on the premises. Customer agrees to look exclusively to the Customer's insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no warranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences therefrom that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from failure on the part of Company to perform any of its obligations under this Agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability shall be limited to an amount equal to the Agreement price (as increased by the price for any additional work) or where the time and material payment term is selected, Customer's time and material payments to Company to be calculated with reference to payments made at the time the loss is sustained. Where this Agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. Such sum shall be complete and exclusive. In no event shall Company be liable for any damage, loss, injury, or any other claim arising from any servicing, alterations, modifications, changes, or movements of the Covered System(s) or any of its component parts by Customer or any third party. To the maximum extent permitted by law, in no event shall Company and its affiliates and their respective personnel, suppliers and vendors be liable to Customer or any third party under any cause of action or theory of liability, even if advised of the possibility of such damages, for any (a) special, incidental, consequential, punitive or indirect damages of any kind; (b) loss of profits, revenues, data, customer opportunities, business, anticipated savings or goodwill; (c) business interruption; or (d) data loss or other losses arising from viruses, ransomware, cyber-attacks or failures or interruptions to network systems. The limitations of liability set forth in this Agreement shall inure to the benefit of all parents,**

**subsidiaries and affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.**

**7. Reciprocal Waiver of Claims (SAFETY Act).** Certain of Company's systems and services have received Certification and/or Designation as Qualified Anti-Terrorism Technologies ("QATT") under the Support Anti-terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§ 441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5 (e), to the maximum extent permitted by law, Company and Customer hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism.

**8. General Provisions.** Customer has selected the service level desired after considering and balancing various levels of protection afforded, and their related costs. All work to be performed by Company will be performed during normal working hours of normal working days (8:00 a.m. – 5:00 p.m., Monday through Friday, excluding Company holidays), as defined by Company, unless additional times are specifically described in this Agreement. Company will perform the services described in the Scope of Work section ("Services") for one or more system(s) or equipment as described in the Scope of Work section or the listed attachments ("Covered System(s)"). The Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes the Covered System(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, ANY INSPECTION (AND, IF SPECIFIED, TESTING) PROVIDED UNDER THIS AGREEMENT DOES NOT INCLUDE ANY MAINTENANCE, REPAIRS, ALTERATIONS, REPLACEMENT OF PARTS, OR ANY FIELD ADJUSTMENTS WHATSOEVER, NOR DOES IT INCLUDE THE CORRECTION OF ANY DEFICIENCIES IDENTIFIED BY COMPANY TO CUSTOMER. COMPANY SHALL NOT BE RESPONSIBLE FOR EQUIPMENT FAILURE OCCURRING WHILE COMPANY IS IN THE PROCESS OF FOLLOWING ITS INSPECTION TECHNIQUES, WHERE THE FAILURE ALSO RESULTS FROM THE AGE OR OBSOLESCENCE OF THE ITEM OR DUE TO NORMAL WEAR AND TEAR. THIS AGREEMENT DOES NOT COVER SYSTEMS, EQUIPMENT, COMPONENTS OR PARTS THAT ARE BELOW GRADE, BEHIND WALLS OR OTHER OBSTRUCTIONS OR EXTERIOR TO THE BUILDING, ELECTRICAL WIRING, AND PIPING.

**9. Customer Responsibilities.** Customer shall furnish all necessary facilities for performance of its work by Company, adequate space for storage and handling of materials, light, water, heat, heat tracing, electrical service, local telephone, watchman, and crane and elevator service and necessary permits. Where wet pipe system is installed, Customer shall supply and maintain sufficient heat to prevent freezing of the system. Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes any existing system(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. Customer shall further:

- supply required schematics and drawings unless they are to be supplied by Company in accordance with this Agreement;
- Provide a safe work environment, in the event of an emergency or Covered System(s) failure, take reasonable safety precautions to protect against personal injury, death, and property damage, continue such measures until the Covered System(s) are operational, and notify Company as soon as possible under the circumstances.
- Provide Company access to any system(s) to be serviced,
- Comply with all laws, codes, and regulations pertaining to the equipment and/or services provided under this Agreement.

Customer is solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network") and shall supply Company secure Network access for providing its services. Products networked, connected to the internet, or otherwise connected to computers or other devices must be appropriately protected by Customer and/or end user against unauthorized access. Customer is responsible to take appropriate measures, including performing back-ups, to protect information, including without limit data, software, or files (collectively "Data") prior to receiving the service or products.

**10. Excavation.** In the event the Work includes excavation, Customer shall pay, as an extra to the contract price, the cost of any additional work performed by Company dues to water, quicksand, rock or other unforeseen condition or obstruction encountered or shoring required.

**11. Structure and Site Conditions.** While employees of Company will exercise reasonable care in this respect, Company shall be under not responsibility for loss or damage due to the character, condition or use of foundations, walls, or other structures not erected by Company or resulting from the excavation in proximity thereto, or for damage resulting from concealed piping, wiring, fixtures, or other equipment or condition of water pressure. All shoring or protection of foundation, walls or other structures subject to being disturbed by any excavation required hereunder shall be the responsibility of Customer. Customer shall have all things in readiness for installation including, without limitation, structure to support the sprinkler system and related equipment (including tanks), other materials, floor or suitable working base, connections and facilities for erection at the time the materials are delivered. In the event Customer fails to have all things in readiness at the time scheduled for receipt of materials, Customer shall reimburse Company for all expenses caused by such failure. Failure to make areas available to Company during performance in accordance with schedules that are the basis for Company's proposal shall be considered a failure to have things in readiness in accordance with the terms of this Agreement.

**12. Confined Space.** If access to confined space by Company is required for the performance of Services, Services shall be scheduled and performed in accordance with Company's then-current hourly rate.

**13. Hazardous Materials.** Customer represents that, except to the extent that Company has been given written notice of the following hazards prior to the execution of this Agreement, to the best of Customer's knowledge there is no:

- Space in which work must be performed that, because of its construction, location, contents or work activity therein, accumulation of a hazardous gas, vapor, dust or fume or the creation of an oxygen-deficient atmosphere may occur,
- "permit confined space," as defined by OSHA for work performed by Company in the United States,
- risk of infectious disease,
- need for air monitoring, respiratory protection, or other medical risk,
- asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any

building where work is required to be performed under this Agreement.

All of the above are hereinafter referred to as "Hazardous Conditions". Company shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Company during the course of Company's work, the discovery of such materials shall constitute an event beyond Company's control and Company shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by Customer as certified in writing by an independent testing agency, and Customer shall pay disruption expenses and re-mobilization expenses as determined by Company. This Agreement does not provide for the cost of testing involving a discharge or release, capture, containment, transport, removal, or disposal (collectively, the "Discharge Services") of any hazardous waste materials, hazardous materials, or firefighting materials including without limitation firefighting foam encountered in and/or discharged from any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of Customer. Customer shall be responsible for any Discharge Services associated with such materials, including all discharged firefighting foam in accordance with all applicable law. Company shall not be responsible for the testing, removal or disposal of such hazardous materials. Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the use of or any Discharge Services associated with any hazardous waste, hazardous materials, or firefighting materials including without limitation firefighting foam encountered or discharged from any of the Covered System(s) and/or during performance of the Services.

**14. Occupational Health and Safety/OSHA Compliance.** Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the enforcement of applicable laws regarding occupational health and safety for work performed in Canada or the Occupational Safety Health Act for work performed by Company in the United States. (and any amendments or changes thereto) unless said claims, demands or damages are a direct result of causes within the exclusive control of Company.

**15. Interferences.** Customer shall be responsible to coordinate the work of other trades (including but not limited to ducting, piping, and electrical) and for and additional costs incurred by Company arising out of interferences to Company's work caused by other trades.

**16. Modifications and Substitutions.** Company reserves the right to modify materials, including substituting materials of later design, providing that such modifications or substitutions will not materially affect the performance of the Covered System(s).

**17. Changes, Alterations, Additions.** Changes, alterations and additions to the Scope of Work, plans, specifications or construction schedule shall be invalid unless approved in writing by Company. Should changes be approved by Company, that increase or decrease the cost of the work to Company, the parties shall agree, in writing, to the change in price prior to performance of any work. However, if no agreement is reached prior to the time for performance of said work, and Company elects to perform said work so as to avoid delays, then Company's estimate as to the value of said work shall be deemed accepted by Customer. In addition, Customer shall pay for all extra work requested by Customer or made necessary because of incompleteness or inaccuracy of plans or other information submitted by Customer with respect to the location, type of occupancy, or other details of the work to be performed. In the event the layout of Customer's facilities has been altered, or is altered by Customer prior to the completion of the Work, Customer shall advise Company, and prices, delivery and completion dates shall be changed by Company as may be required.

**18. Commodities Availability.** Company shall not be responsible for failure to provide services, deliver products, or otherwise perform work required by this Agreement due to lack of available steel products or products made from plastics or other commodities. In the event Company is unable, after reasonable commercial efforts, to acquire and provide steel products, or products made from plastics or other commodities, if required to perform work required by this Agreement, Customer hereby agrees that Company may terminate the Agreement, or the relevant portion of the Agreement, at no additional cost and without penalty. Customer agrees to pay Company in full for all work performed up to the time of any such termination.

**19. Project Claims.** Any claim of failure to perform against Company arising hereunder shall be deemed waived unless received by Company, in writing specifically setting forth the basis for such claim, within ten (10) days after such claims arises.

**20. Back charges.** No charges shall be levied against Company unless seventy-two (72) hours prior written notice is given to Company to correct any alleged deficiencies which are alleged to necessitate such charges and unless such alleged deficiencies are solely and directly caused by Company.

**21. System Equipment.** The purchase of equipment or peripheral devices (including but not limited to smoke detectors, passive infrared detectors, card readers, sprinkler system components, extinguishers and hoses) from Company shall be subject to the terms and conditions of this Agreement. If, in Company's sole judgment, any peripheral device or other system equipment, which is attached to the Covered System(s), whether provided by Company or a third party, interferes with the proper operation of the Covered System(s), Customer shall remove or replace such device or equipment promptly upon notice from Company. Failure of Customer to remove or replace the device shall constitute a material breach of this Agreement. If Customer adds any third party device or equipment to the Covered System(s), Company shall not be responsible for any damage to or failure of the Covered System(s) caused in whole or in part by such device or equipment.

**22. Reports.** Where inspection and/or test services are selected, such inspection and/or test shall be completed on Company's then current Report form, which shall be given to Customer, and, where applicable, Company may submit a copy thereof to the local authority having jurisdiction. The Report and recommendations by Company are only advisory in nature and are intended to assist Customer in reducing the risk of loss to property by indicating obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at the time of inspection. Final responsibility for the condition and operation of the Covered System(s) and equipment and components lies with Customer.

**23. Limited Warranty.** Subject to the limitations below, Company warrants any equipment (as distinguished from the Software) installed pursuant to this Agreement to be free from defects in material and workmanship under normal use for a period of one (1) year from the date of first beneficial use or all or any part of the Covered System(s) or 18 months after Equipment shipments, whichever is earlier, provided however, that Company's sole liability, and Customer's sole remedy, under this limited warranty shall be limited to the repair or replacement of the Equipment or any part thereof, which Company determines is defective, at Company's sole option and subject to the availability of service personnel and parts, as determined by Company. Company warrants expendable items, including, but not limited to, video and print heads, television camera tubes, video monitor displays tubes, batteries and certain other products in accordance with the applicable manufacturer's warranty. Company does not warrant devices designed to fail in protecting the System, such as, but not limited to, fuses and circuit breakers. Company warrants that any Company software described in this Agreement, as well as software contained in or sold as part of any Equipment described in this Agreement, will reasonably conform to its published specifications in effect at the time of delivery and for ninety (90) days after delivery. However, Customer agrees and acknowledges that the software may have inherent defects because of its complexity. Company's sole obligation with respect to software, and Customer's sole remedy, shall be to make available published modifications, designed to correct inherent defects, which become available during the warranty period. If Repair Services are included in this Agreement, Company warrants that its workmanship and material for repairs made pursuant to this Agreement will be free from defects for a period of ninety (90) days from the date of furnishing.

**EXCEPT AS EXPRESSLY SET FORTH HEREIN, COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER.**

Warranty service will be performed during Company's normal working hours. If Customer requests warranty service at other than normal working hours, service will be performed at Company's then current rates for



after our services. All repairs or adjustments that are or may become necessary shall be performed by and authorized representative of Company. Any repairs, adjustments or interconnections performed by Customer or any third party shall void all warranties. Company makes no and specifically disclaims all representations or warranties that the services, products, software or third party product or software will be secure from cyber threats, hacking or other similar malicious activity, or will detect the presence of, or eliminate, treat, or mitigate the spread, transmission, or outbreak of any pathogen, disease, virus or other contagion, including but not limited to COVID-19. Unless agreed to in writing by the parties, any technical support, assistance, or advice ("Technical Support") provided by Company, such as suggestions as to design use and suitability of the products for the customer's application, is provided in good faith, but Customer acknowledges and agrees that Company is not the designer, engineer, or installer of record. Any Technical Support is provided for informational purposes only and shall not be construed as a representation or warranty, express or implied, concerning the proper selection, use, and/or application of products. Customer assumes exclusive responsibility for determining if the equipment and products supplied by Company are suitable for its intended application and all risk and liability, whether based in contract, tort or otherwise, in connection with its application and use of the products.

**24. Indemnity.** Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, including specifically any damages resulting from the exposure of workers to Hazardous Conditions whether or not Customer pre-notifies Company of the existence of said hazardous conditions, arising in any way from any act or omission of Customer or Company relating in any way to this Agreement, including but not limited to the Services under this Agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. Company reserves the right to select counsel to represent it in any such action.

**25. Insurance.** Customer shall name Company, its officers, employees, agents, subcontractors, suppliers, and representatives as additional insureds on Customer's general liability and auto liability policies.

**26. Termination.** Any termination under the terms of this Agreement shall be made in writing. In the event Customer terminates this Agreement prior to completion for any reason not arising solely from Company's performance or failure to perform, Customer understands and agrees that Company will incur costs of administration and preparation that are difficult to estimate or determine. Accordingly, should Customer terminate this Agreement as described above, Customer agrees to pay all charges incurred for products and equipment installed and services performed, and in addition pay an amount equal to twenty (20%) percent of the price of products and equipment not yet delivered and Services not yet performed, return all products and equipment delivered and pay a restocking fee of twenty (20%) percent the price of products or equipment returned. Company may terminate this Agreement immediately at its sole discretion upon the occurrence of any Event of Default as hereinafter defined. If Company's performance of its obligations becomes impracticable due to obsolescence or unavailability of systems, equipment, or products (including component parts and/or materials) or because the Company or its supplier(s) has discontinued the manufacture or the sale of the equipment and/or products or is no longer in the business of providing the Services, Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to Customer. Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to the Customer if Company's performance of its obligations are prohibited because of changes in applicable laws, regulations or codes.

**27. Default.** An Event of Default shall be (a) failure of Customer to pay any amount when due and payable, (b) abuse of the System or the Equipment, (c) dissolution, termination, discontinuance, insolvency or business failure of Customer. Upon the occurrence of an Event of Default, Company may pursue one or more of the following remedies: (i) discontinue furnishing Services and delivering Equipment, (ii) by written notice to Customer declare the balance of unpaid amounts due and to become due under this Agreement to be immediately due and payable, (iii) receive immediate possession of any Equipment for which Customer has not paid, (iv) proceed at law or equity to enforce performance by

Customer or recover damages for breach of this Agreement, and (v) recover all costs and expenses, including without limitation reasonable attorneys' fees, in connection with enforcing or attempting to enforce this Agreement.

**28. Exclusions.** Unless expressly included in the Scope of Work, this Agreement expressly excludes, without limitation, testing inspection and repair of duct detectors, beam detectors, and UV/IR equipment; provision of fire watches; clearing of ice blockage; draining of improperly pitched piping; replacement of batteries; recharging of chemical suppression systems; reloading of, upgrading, and maintaining computer software; system upgrades and the replacement of obsolete systems, equipment, components or parts; making repairs or replacements necessitated by reason of negligence or misuse of components or equipment or changes to Customer's premises, vandalism, corrosion (including but not limited to micro-bacterially induced corrosion ("MIC")), power failure, current fluctuation, failure due to non-Company installation, lightning, electrical storm, or other severe weather, water, accident, fire, acts of God or any other cause external to the Covered System(s). Repair Services provided pursuant to this Agreement do not cover and specifically excludes system upgrades and the replacement of obsolete systems, equipment, components or parts. All such services may be provided by Company at Company's sole discretion at an additional charge. If Emergency Services are expressly included in the scope of work section, the Agreement price does not include travel expenses.

**29. No Option to Solicit.** Customer shall not, directly or indirectly, on its own behalf or on behalf of any other person, business, corporation or entity, solicit or employ any Company employee, or induce any Company employee to leave his or her employment, for a period of two years after termination of this Agreement.

**30. Force Majeure; Delays.** Company shall not be liable, nor in breach or default of its obligations under this Agreement, for delays, interruption, failure to render services, or any other failure by Company to perform an obligation under this Agreement, where such delay, interruption or failure is caused, in whole or in part, directly or indirectly, by a Force Majeure Event. A "Force Majeure Event" is a condition or event that is beyond the reasonable control of Company, whether foreseeable or unforeseeable, including, without limitation, acts of God, severe weather (including but not limited to hurricanes, tornados, severe snowstorms or severe rainstorms), wildfires, floods, earthquakes, seismic disturbances, or other natural disasters, acts or omissions of any governmental authority (including change of any applicable law or regulation), epidemics, pandemics, disease, viruses, quarantines, or other public health risks and/or responses thereto, condemnation, strikes, lock-outs, labor disputes, an increase of 5% or more in tariffs or other excise taxes for materials to be used on the project, fires, explosions or other casualties, thefts, vandalism, civil disturbances, insurrection, mob violence, riots, war or other armed conflict (or the serious threat of same), acts of terrorism, electrical power outages, interruptions or degradations in telecommunications, computer, network, or electronic communications systems, data breach, cyber-attacks, ransomware, unavailability or shortage of parts, materials, supplies, or transportation, or any other cause or casualty beyond the reasonable control of Company. If Company's performance of the work is delayed, impacted, or prevented by a Force Majeure Event or its continued effects, Company shall be excused from performance under the Agreement. Without limiting the generality of the foregoing, if Company is delayed in achieving one or more of the scheduled milestones set forth in the Agreement due to a Force Majeure Event, Company will be entitled to extend the relevant completion date by the amount of time that Company was delayed as a result of the Force Majeure Event, plus such additional time as may be reasonably necessary to overcome the effect of the delay. To the extent that the Force Majeure Event directly or indirectly increases Company's cost to perform the services, Customer is obligated to reimburse Company for such increased costs, including, without limitation, costs incurred by Company for additional labor, inventory storage, expedited shipping fees, trailer and equipment rental fees, subcontractor fees, compliance with vaccination requirements, or other costs and expenses incurred by Company in connection with the Force Majeure Event.

**31. One-Year Claims Limitation; Forum; Choice of Law.** Company shall have the sole and exclusive right to determine whether any dispute, controversy or claim arising out of or relating to the Agreement, or the breach thereof, shall be submitted to a court of law or arbitrated. For Customers located in the United

States, the laws of Delaware shall govern the validity, enforceability, and interpretation of this Agreement, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Milwaukee, Wisconsin. For customers located in Canada, this agreement shall be governed by and be construed in accordance with the laws of Ontario, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Ontario, Canada. The parties waive any objection to the exclusive jurisdiction of the specified forums, including any objection based on forum non conveniens. In the event the matter is submitted to a court, Company and Customer hereby agree to waive their right to trial by jury. In the event the matter is submitted to arbitration by Company, the costs of arbitration shall be borne equally by the parties, and the arbitrator's award may be confirmed and reduced to judgment in any court of competent jurisdiction. Except as provided below, no claim or cause of action, whether known or unknown, shall be brought by either party against the other more than one year after the claim first arose. Claims not subject to the one-year limitation include claims for unpaid: (1) contract amounts, (2) change order amounts (approved or requested) and (3) delays and/or work inefficiencies. Customer will pay all of Company's reasonable collection costs (including legal fees and expenses).

**32. Assignment.** This Agreement is not assignable by the Customer except upon written consent of Company first being obtained. Company shall have the right to assign this Agreement, in whole or in part, or to subcontract any of its obligations under this Agreement without notice to Customer.

**33. Entire Agreement.** The parties intend this Agreement, together with any attachments or Riders (collectively the "Agreement") to be the final, complete and exclusive expression of their Agreement and the terms and conditions thereof. This Agreement supersedes all prior representations, understandings or agreements between the parties, written or oral, and shall constitute the sole terms and conditions of sale for all equipment and services. No waiver, change, or modification of any terms or conditions of this Agreement shall be binding on Company unless made in writing and signed by an Authorized Representative of Company.

**34. Severability.** If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or in part, this Agreement will continue to be valid as to the other provisions and the remainder of the affected provision.

**35. Legal Fees.** Company shall be entitled to recover from the customer all reasonable legal fees incurred in connection with Company enforcing the terms and conditions of this Agreement.

**36. Software and Digital Services.** **Digital Enabled Services.** Data. If Company provides Digital Enabled Services under this Agreement, these Digital Enabled Services require the collection, transfer and ingestion of building, equipment, system time series, and other data to Company's cloud-hosted software applications. Customer consents to and grants Company the right to collect, transfer, ingest and use such data to enable Company and its affiliates and agents to provide, maintain, protect, develop and improve the Digital Enabled Services and Company products and services. Customer acknowledges that, while Digital Enabled Services generally improve equipment performance and services, Digital Enabled Services do not prevent all potential malfunction, insure against all loss, or guarantee a certain level of performance. Customer shall be solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network"), shall appropriately protect hardware and products connected to the Network and will supply Company secure Network access for providing its Digital Enabled Services. As used herein, "Digital Enabled Services" mean services provided hereunder that employ Company software and related equipment installed at Customer facilities and Company cloud-hosted software offerings and tools to improve, develop, and enable such services. Digital Enabled Service may include, but are not limited to, (a) remote servicing and inspection, (b) advanced equipment fault detection and diagnostics, and (c) data dashboarding and health reporting. If Customer accesses and uses Software that is used to provide the Digital Enabled Services, the Software Terms (defined below) will govern such access and use.

**Digital Solutions.** Use, implementation, and deployment of the software and hosted software products ("Software") offered under these terms shall be subject to, and governed by, Company's standard terms for such Software and Software related professional services in effect from time to time at



[www.johnsoncontrols.com/techterms](http://www.johnsoncontrols.com/techterms) (collectively, the "Software Terms"). Specifically, the Company General EULA set forth at [www.johnsoncontrols.com/buildings/legal/digital/generaleula](http://www.johnsoncontrols.com/buildings/legal/digital/generaleula) governs access to and use of software installed on Customer's premises or systems and the Company Terms of Service set forth at [www.johnsoncontrols.com/buildings/legal/digital/generaltos](http://www.johnsoncontrols.com/buildings/legal/digital/generaltos)

govern access to and use of hosted software products. The applicable Software Terms are incorporated herein by this reference. Other than the right to use the Software as set forth in the Software Terms, Company and its licensors reserve all right, title, and interest (including all intellectual property rights) in and to the Software and improvements to the Software. The Software that is licensed hereunder is licensed subject to the Software Terms and not sold. If there is a conflict between the other terms herein and the Software Terms, the Software Terms shall take precedence and govern with respect to rights and responsibilities relating to the Software, its implementation and deployment and any improvements thereto.

Notwithstanding any other provisions of this Agreement and unless otherwise agreed to by the parties in writing, the following terms apply to Software that is provided to Customer on a subscription basis (i.e., a time limited license or use right), (each a "Software Subscription"): Each Software Subscription provided hereunder will commence on the date the initial credentials for the Software are made available (the "Subscription Start Date") and will continue in effect until the expiration of the subscription term noted herein. At the expiration of the Software Subscription, such Software Subscription will automatically renew for consecutive one (1) year terms (each a "Renewal Subscription Term"), unless either party provides the other party with a notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term. To the extent permitted by applicable law, Software Subscriptions purchases are non-cancelable and the sums paid nonrefundable. Fees for Software Subscriptions shall be paid annually in advance, invoiced on the Subscription Start Date and each subsequent anniversary thereof. Unless otherwise agreed by the parties in writing, the subscription fee for each Renewal Subscription Term will be priced at Company's then-applicable list price for that Software offering. Any use of Software that exceeds the scope, metrics or volume set forth in this Agreement will be subject to additional fees based on the date such excess use began.

**37. Electronic Media.** Either party may scan, fax, email, image, or otherwise convert this Agreement into an electronic format of any type or form, now known or developed in the future. Any unaltered or unadulterated copy of this Agreement produced from such an electronic format will be legally binding upon the parties and equivalent to the original for all purposes, including litigation. Company may rely upon Customer's assent to the terms and conditions of this Agreement, if Customer has signed this Agreement or demonstrated its intent to be bound whether by electronic signature or otherwise.

**38. Lien Legislation.** Notwithstanding anything to the contrary contained herein, the terms of this Agreement shall be subject to the lien legislation applicable to the location where the work will be performed, and, in the event of conflict, the applicable lien legislation shall prevail.

**39. Privacy. Company as :** Where Company factually acts as Processor of Personal Data on behalf of Customer (as such terms are defined in the DPA) the terms at [www.johnsoncontrols.com/dpa](http://www.johnsoncontrols.com/dpa) ("DPA") shall apply. **Company as :** Company will collect, process and transfer certain personal data of Customer and its personnel related to the business relationship between it and Customer (for example names, email addresses, telephone numbers) as controller and in accordance with Company's Privacy Notice at <https://www.johnsoncontrols.com/privacy>. Customer acknowledges Company's Privacy Notice and strictly to the extent consent is mandatorily required under applicable law, Customer consents to such collection, processing and transfer. To the extent consent to such collection, processing and transfer by Company is mandatorily required from Customer's personnel under applicable law, Customer warrants and represents that it has obtained such consent.

**40. FAR.** Company supplies "commercial items" within the meaning of the Federal Acquisition Regulations (FAR), 48 CFR Parts 1-53. As to any customer order for a U.S. Government contract, Company will comply only with those mandatory flow-downs for commercial item and commercial services subcontracts listed either at FAR 52.244-6, or 52.212-5(e)(1), as applicable.

**41. License Information (US Security System Customers):** AL Alabama Electronic Security Board

of Licensure 7956 Vaughn Road, Pmb 392, Montgomery, Alabama 36116 (334) 264-9388: AR Regulated by: Arkansas Board of Private Investigators And Private Security Agencies, #1 State Police Plaza Drive, Little Rock 72209 (501) 618-8600: CA Alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA, 95814. Upon completion of the installation of the alarm system, the alarm company shall thoroughly instruct the purchaser in the proper use of the alarm system. Failure by the licensee, without legal excuse, to substantially commence work within 20 days from the approximate date specified in the agreement when the work will begin is a violation of the Alarm Company Act. NY Licensed by N.Y.S. Department of the State: TX Texas Commission on Private Security, 5805 N. Lamar Blvd., Austin, 78752-4422, 512-424-7710. License numbers available at [www.johnsoncontrols.com](http://www.johnsoncontrols.com) or contact your local Johnson Controls office.

## Solicitation Process

While it is the desire of Sourcewell to meet our members' procurement requirements, it is ultimately our members' responsibility to interpret local purchasing laws to determine their own ability to access and utilize Sourcewell contracts.

Our rigorous request for proposal (RFP) process is continuously being refined to meet the changing needs of our members. The desired result is a national, competitively solicited procurement and contract process that is not only valued by members but meets or exceeds their requirements—offering exceptional products and services from nationally acclaimed vendors.

### 1. Identify Member Needs and Research Solutions

Sourcewell identifies areas of need through daily member interactions and advisory committees, then researches the best approach for each offering.

### 2. Seek Authorization from Sourcewell's Board of Directors

After establishing the existence of member needs and a viable industry solution, permission from the publicly elected Sourcewell Board of Directors is sought to officially begin the development of the solicitation and overall procurement process.

### 3. Draft Solicitation, Public Advertisement, and Notice

Our solicitation document is the cornerstone of cooperative contract purchasing. The consistency of the solicitation document, its response forms and evaluation criteria, are some of our greatest assets.

Sourcewell advertises each RFP:

- In print and online: [Salt Lake News](#) (Utah), [USA Today](#) (National), [Daily Journal of Commerce](#) (Oregon), [The State](#) (South Carolina)
- On the Sourcewell website
- On e-commerce sites: [Biddingo](#), [MERX](#), [Onvia](#), [PublicPurchase](#)

We also notify each state procurement department for re-posting of the solicitation within their system at their option.

### 4. Conduct Pre-Proposal Conference, Followed by Receipt of Responses

Proposers are typically given five to six weeks from the advertisement of the RFP to respond. A Pre-Proposal Conference is conducted to answer questions and provide clarification. An addendum may be issued as necessary.

For accuracy, Sourcewell time and date stamps each Proposal immediately upon receipt at our office in Staples, MN. Sourcewell conducts a public opening of the proposals received at the time, date, and place specified in the RFP.

### 5. Evaluate Responses

Evaluation begins at the proposal opening by determining the responsiveness of each proposal. The final evaluation is conducted using the "Proposal Evaluation" form defined in the RFP (Form G). [Click here for an example.](#)

### 6. Provide Recommendation to Chief Procurement Officer (CPO)

Recommendations of the evaluation committee are presented to the CPO for final review and possible award. The CPO has the final authority to issue or deny a procurement contract.

### 7. Award Vendors

Upon approval by the CPO, the recommended vendor is awarded a four-year contract term with the potential for an additional one-year extension at the discretion of Sourcewell. The Procurement Department sends Notice of Award or Non-Award to all respondents via email.

**8. Posting and Reviewing Approved Contract Documents**

A complete procurement file is maintained by Sourcewell, and contract documentation is posted on our website for review by our members and are periodically reviewed for compliance and effectiveness. Vendors are allowed to seek price and product changes upon the approval from Sourcewell.

**STAFF REPORT**

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

**From:** James Derbin, Superintendent of Operations

**Via:** Mary Rogren, General Manager

**Agenda:** December 12, 2023

**Report Date:** December 8, 2023

**Agenda Title:** Approval of Professional Services Agreement with HDR, Inc. for the Denniston Water Treatment Plant Process Evaluation, Treatability Analysis, Corrosion Control, and Denniston and San Vicente Watershed Sanitary Surveys

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**Recommendation/Motion:**

**Authorize the General Manager to execute a professional services agreement with HDR, Inc. for Denniston Water Treatment Plant Process Evaluation, Treatability Analysis, Corrosion Control, and Denniston and San Vicente Watershed Sanitary Surveys for a not to exceed amount of \$275,988.**

**Background:**

In 2020, the District hired Stetson Engineers to design the conveyance facilities related to the San Vicente Creek Diversion and Pipeline Project. The District's Amended Water Right Permit No. 15882, approved by the State Water Resources Control Board (SWRCB) Division of Water Rights in January 2020, extends the period for the District to perfect its water rights on Denniston and San Vicente Creeks until December 31, 2026. In order to divert and use the water from San Vicente, the District plans to construct a new pipeline from the Upper San Vicente Reservoir.

The Stetson San Vicente pipeline design is nearly complete and expected to be ready to bid in early spring of 2024. The San Vicente source is currently in a "Standby" status with the SWRCB Division of Drinking Water (DDW). In anticipation of the new San Vicente pipeline being constructed in summer of 2024, staff has asked DDW staff to provide the required steps to effectively petition to change the status of the San Vicente source from "Standby" to "Active" status.



**STAFF REPORT**

**Agenda: December 12, 2023**

**Subject: Approval of Professional Services Agreement with HDR, Inc.**

**Page Two**

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As expected, staff will need to implement a sampling program on the San Vicente source. This sampling plan has already been submitted by staff to DDW for approval. In addition, the District will need to conduct the following technical engineering studies in order to request that the San Vicente source be changed to an "Active" status:

- Source Capacity Assessment as described in CCR 645549(k)
- Watershed Sanitary Surveys for San Vicente and Denniston watersheds as described in CCR 64665
- Treatability Analysis to demonstrate that the San Vicente source can be treated by the Denniston Water Treatment Plant to meet all applicable regulatory requirements
- Optimal Corrosion Control Study

At the District's request, HDR Inc. (HDR) has submitted the attached proposal for water treatment engineering services for the San Vicente Creek source activation. See Attachment A. Staff proposes we utilize HDR's expertise in water treatment evaluation and watershed sanitary surveys to assist the District with needed engineering studies services to utilize the San Vicente Source.

Staff recommends awarding this work to HDR based on their recent work on the Nunes upgrades design project and reputation and experience with similar projects.

**Fiscal Impact:**

Funding for this project is included in the Board adopted Fiscal Year 2023/2024 Capital Improvement Program Budget under the San Vicente/Denniston Water Supply Project.



**Statement of Qualifications**

**Denniston Water Treatment  
Plant Process Evaluation,  
Treatability Analysis,  
Corrosion Control, and  
Watershed Sanitary Surveys**

Coastside County Water District

Half Moon Bay, CA



October 18  
**2023**





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## A Cover Letter

October 18, 2023

Coastside County Water District  
Attn: James Derbin  
766 Main Street  
Half Moon Bay, CA 94019

**RE: Denniston Water Treatment Plant Process Evaluation, Treatability Analysis, Corrosion Control, and Watershed Sanitary Surveys**

Dear Mr. Derbin and Members of the Selection Team,

Your customers rely on the daily work of your knowledgeable and versatile operations team that runs the Coastside County Water District's infrastructure to deliver high-quality, clean drinking water. While functional, your water treatment plant needs process evaluation and treatability analysis to provide resiliency, reliability, and the ability to operate at its permitted capacity throughout the year. Thank you for the opportunity to partner with you to evaluate your data, reimagining and analyzing alternatives, developing a plan with cost estimates, and preparing to transition into design. HDR is uniquely qualified to assist you with this project, and selecting our team will provide you with the following benefits:

- **A proven, known, and committed local project manager in Ambarish Ravi.** Ambarish has 13 years of experience in the delivery of advanced water treatment projects and recently used his knowledge to provide similar project analysis and cost-benefit evaluations for alternatives at the Travis Air Force Base WTP and West Hills WTP. Moreover, he has a history working with the District, having served as project manager for the plant upgrades at the 4.5 mgd Nunes Water Treatment Plant and to replace an existing 1 MG steel tank with a new 2 MG prestressed concrete tank in Half Moon Bay. His proficiency and personal commitment together with his experiences will allow him to work effectively in managing the analysis and evaluation, while maintaining active communication to deliver the most efficient approach to the District.
- **Our water treatment experience will allow us to provide efficient and cost-effective analysis and work with you to develop your plan to advance infrastructure and process upgrades.** HDR has provided facility planning, design, environmental and permitting assistance, operations and maintenance (O&M) manuals, and facility startup and testing services for more than 75 new or upgraded potable water treatment facilities throughout the western United States. These have included conventional treatment methods, as well as more diverse and enhanced treatment methods, including high-rate clarification, membrane filtration systems, and ozone and UV disinfection systems. In the end, efficiencies in the process will save you time and money in the execution of the developed plan.
- **HDR's multi-disciplinary team of engineers, designers, operators, scientists, environmental professionals, and construction managers specialize in solving complex problems and designing solutions that work.** Our industry-leading experts, including Rich Stratton, Karen Pappas, Greg Bradshaw, and our proposed team leader, Ambarish Ravi, are available and committed to the examination and evaluation of your process, data, and alternatives, which will provide you with the clearest picture on the cost and feasibility of moving forward and an understanding of any technical, regulatory, or financial hurdles that are likely for this project. HDR's global breadth and depth of experience, across our network of 12,000 employee-owners, can be accessed and used to customize solutions for the District's benefit.

We have the right team, the local resources, and a great track record with the District and other Bay Area clients to provide you with excellent engineering services. If you have any questions regarding this proposal, please contact Ambarish Ravi at 925.465.2726 or Ambarish.Ravi@hdrinc.com. We look forward to continuing our successful working relationship with you!

Sincerely,  
HDR Engineering, Inc.



Holly L.L. Kennedy, PE (CA No. 74682)  
Senior Vice President



Ambarish Ravi, PE (CA No. C89353)  
Project Manger

# **Qualifications and Experience**

## Firm Description

HDR is a nationally respected and 100% employee-owned engineering, architecture, environmental, and construction services firm. Our owners are the very engineers, scientists, economists, builders, analysts and artists that provide client-focused, custom solutions to challenging projects across the globe. Our experience across many disciplines offers you a broad perspective for diverse infrastructure and facility needs. Founded in 1917, we have grown to more than 12,000 employee-owners, located in more than 200 offices worldwide. In California, we have nearly 1,000 employee-owners with roughly 550 people in Northern California. Our success is your success, as every employee-owner is invested in the solutions we develop with our clients.

project. HDR will not just provide typical engineering planning and design services, but also approach the project as if we will have to construct and operate the facilities ourselves. We have a unique perspective of the operational aspects of water treatment facilities, based on our many years of working closely with our clients' operations staff. Based on the knowledge and experiences that our clients have shared, we continually scrutinize our designs from the perspective of long-term ownership and operational flexibility.

Figure B-1 provides an overview of our water treatment plant projects in California.

## Water Treatment Plant Experience

HDR has provided facility planning, predesign, design, permitting assistance, bidding, construction services, operations and maintenance (O&M) manuals, and facility startup and testing services for more than 75 new or upgraded potable water treatment facilities throughout the western U.S. This experience has included conventional treatment methods to more diverse and enhanced treatment methods, including high-rate clarification, membrane filtration systems, and ozone and UV disinfection systems. Our experience shows that by examining the existing, unused, and underutilized units at a typical water treatment plant, additional capacity can be achieved using no-cost and/or low-cost modifications. HDR's design teams maximize capital dollars by modifying only those areas that constrain the plant's performance.

HDR believes in forming a partnership when designing water treatment facilities. Our interest is to become a part of our clients' staff and take true "ownership" of the

**Figure B-1. HDR WTP Projects in California**



<p><b>ESTABLISHED</b> <b>1917</b></p>	<p><b>12,000</b> <b>EMPLOYEE OWNERS</b> </p>	<p><b>200</b> <b>LOCATIONS WORLDWIDE</b>  </p>	<p><b>MORE THAN 550</b> <b>MULTIDISCIPLINARY STAFF IN NORTHERN CALIFORNIA</b> </p>
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Below are examples of our experience with similar projects. The references are included as well.

## Process Evaluation and Treatability Analysis

HDR's experience includes conventional treatment methods to more diverse and enhanced treatment methods, including high-rate clarification, membrane filtration systems, and ozone and UV disinfection systems.

Several key members of HDR's staff were instrumental in the development of direct filtration techniques for municipal systems and subsequent high-rate, mixed-media filtration processes. HDR has published the comprehensive "Handbook of Public Systems," and makes regular contributions to advancing the state-of-the-art in water treatment techniques. This includes the operation of a water quality laboratory that is focused on developing technologies for compliance with the Lead and Copper Rule (LCR), radon, arsenic, and disinfection byproducts (DBP) rules, and other regulations promulgated under the Safe Drinking Water Act (SDWA) Amendments. Members of our team are also currently involved in a groundbreaking study financed by the American Water Works Association to improve water disinfection techniques.

## Corrosion Control

HDR has performed several corrosion control studies for utilities to support the requirements of the Lead and Copper Rule (LCR) as required by Division of Drinking Water (DDW). HDR has significant experience in designing and conducting corrosion control demonstration studies to demonstrate any proposed changes to the state. This is evidenced in the work we completed for clients such as the Grand Canyon Nation Park, San Jose Water Company's Montevina WTP and McLaughlin Wellfields, and the cities of Folsom, Long Beach, Mammoth Lakes, and Compton. We have performed long-term corrosion control studies using desktop modeling, fill and draw tests, and pipe loop demonstrations.

## Watershed Sanitary Surveys

The California Code of Regulations (CCR), Title 22, Chapter 17, establishes the Surface Water Treatment Rule (SWTR), which requires that surface water suppliers conduct a watershed sanitary survey for any new source water. HDR has extensive experience providing watershed sanitary surveys for clients including the City of Lodi, Modesto Irrigation District, Yuba City, and others.



We have a long history of working together to solve challenges and meet Department of Drinking Water (DDW) requirements.

## Montevina WTP Improvements

San Jose Water Company | Los Gatos, California



### RELEVANT SERVICES

- Process evaluation
- Treatability analysis
- Water quality analysis
- Water source evaluation
- Corrosion control study

### PROJECT TEAM

Karen Pappas, Rich Stratton, Pierre Kwan, Arthur Xu

### REFERENCE

Ed Lambing, Chief Engineer  
1221 S Bascom Avenue, San Jose, CA 95128  
408.316.6678 | ed.lambing@sjwater.com

### Process Evaluation and Treatability Analysis

HDR provided design and construction phase services for major improvements to the 43-year-old Montevina WTP, including conversion of the existing 30 mgd WTP from direct filtration to membrane filtration. The project elements included an improved flash mix and flocculation process followed by plate settlers, a multi-bore membrane filtration system, and improved solids handling facilities with clarifier thickeners and screw presses for managing residuals.

HDR performed a bench scale testing and coagulant optimization study using a zeta potential analyzer to identify appropriate coagulant and dose. This improved treatment efficiency at the WTP that faced a flashy, high TOC water source, and reduced operations cost.

Innovative design approaches, such as an energy-efficient pump flash mix and hydraulic flocculation systems, conversion of the existing filters to pretreatment basins, cost-effective solids handling upgrades, and nanofiltration of membrane clean-in-place waste to minimize waste export from the site, were successfully implemented. HDR incorporated several innovative ideas into the project, such as conversion of the existing filters to plate settling basins, using an existing clearwell for temporary off-spec basin storage during construction, and incorporation of a new administrative building into the project.

### Corrosion Control

HDR provided technical review of quarterly water quality sampling and laboratory data provided by the agency to

evaluate changes to water quality and verify that corrosion parameters are within an acceptable range. Water quality indicators, such as lead, copper, pH, dissolved inorganic carbon (DIC), and the chloride to sulfate mass ratio (CSMR) were reviewed. The results, conclusions, and recommendations of each sampling event data review were documented in an annual report for submission to the DDW, which included observed changes in corrosion parameters of concern in both the treated water and distribution system, as well as an assessment of the impacts on corrosion control.

HDR also evaluated the systems at the Williams and McLaughlin wellfields for compliance with the Corrosion Control Study regulations as per Sections 64674 and 64683 Title 22, Code of California Regulations.

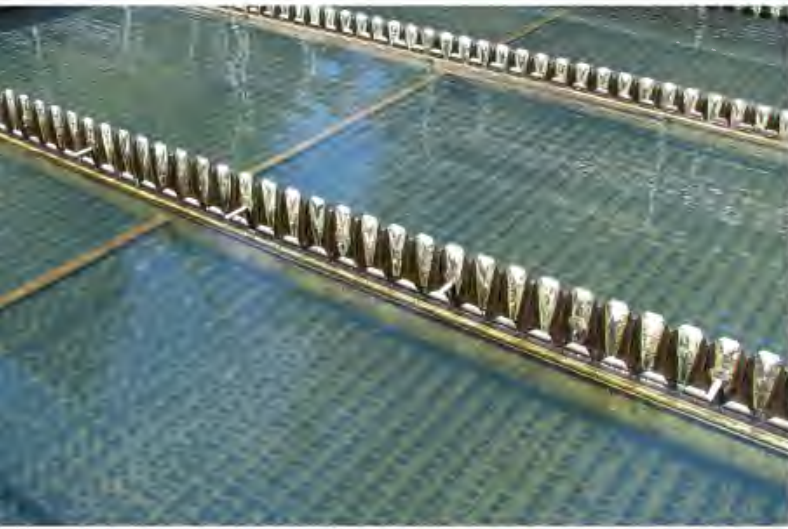
At the Williams Wellfield, HDR evaluated the impacts of converting free chlorine to chloramine disinfection within this source water on corrosion control within the SJW system. HDR also developed a corrosion monitoring plan and performed a technical review of SJW sampling events for one year following commissioning of the new source.

At the McLaughlin Wellfield, HDR evaluated the impacts of introducing a new groundwater source on corrosion control within the SJW, as well as the impacts of adding fluorosilicic acid at McLaughlin Wellfield on corrosion control within the SJW system. HDR also developed a corrosion monitoring plan and performed technical review of SJW sampling events for one year following commissioning of the new source.



## Graham Hill WTP Facilities Plan Update

City of Santa Cruz | Santa Cruz, California



### Process Evaluation and Treatability Analysis

HDR developed an updated facilities plan for the Graham Hill WTP to determine the most effective means of implementing improvements and treatment goals, and to prioritize the improvement projects. Key focus areas included pretreatment evaluation for increased turbidity removal (plate settlers and Actiflo), pre- and intermediate ozonation evaluation for taste and odor and emerging contaminants, residuals handling, and membrane system evaluation. Creative site layout planning was critical to optimize use of the constrained site. The project included detailed facility and process condition assessment, alternatives identification, screening, refinement, and criteria-based decision making with cost benefit analysis, conceptual design and Class IV cost estimating. Jar testing, ozone testing, distribution system water age assessment, secondary disinfection assessment, and Actiflo pilot testing were also performed.

In parallel efforts, HDR supported the City's capital planning with cost development and prioritization of 25 projects to align with funding availability. HDR augmented City staff as project manager and construction manager for the replacement of three aged tanks at the WTP site with prestressed concrete tanks.

HDR's detailed pretreatment screening and alternatives analysis that included the use of the DecisionSPACE tool

### RELEVANT SERVICES

- Process evaluation
- Treatability analysis
- Water quality analysis
- Water source evaluation
- Corrosion control study

### PROJECT TEAM

Karen Pappas, Ambarish Ravi, Rich Stratton, Arthur Xu, Greg Bradshaw, Gwen Woods-Chabane

### REFERENCE

Kevin Crossley, Assistant Director  
809 Center Street, Santa Cruz, CA 95060  
831.420.5200 | [kcrossley@cityofsantacruz.com](mailto:kcrossley@cityofsantacruz.com)

on this project will benefit the City in looking at the right pretreatment processes and selecting the best fit process that meets the City's goals.

### Corrosion Control

HDR evaluated the risks of corrosion in the City's distribution system and the potential for release of lead and copper. The evaluation determined that current practice of maintaining sufficient pH and use of orthophosphate as a corrosion inhibitor would continue to keep the system in compliance.





## Surface Water Treatment Facility Design

City of Lodi | Lodi, California



### Process Evaluation and Treatability Analysis

HDR provided engineering and related services associated with conceptual design and feasibility evaluation of alternatives for a nominal 12 mgd surface water treatment plant and its associated facilities, which included 6-, 8-, 10-, 12-, and 14-inch-diameter water mains; two water storage tanks; and 26 non-treated groundwater wells. We evaluated the feasibility of locating new surface water treatment facilities at four potential sites.

Treatment technologies were evaluated based on surface water quality, capital construction costs, expandability, annual operations costs, and life-cycle costs. Capital financing and annual operations financing strategies were also investigated. We produced 30-percent-level of design documents and associated CEQA documents required for construction.

The predesign report included water quality and regulatory considerations, pretreatment and membrane system improvements, chemical systems and disinfection improvements, electrical system improvements, environmental compliance, and permitting requirements.

The new 11.5 mgd (23 mgd at buildout) surface water treatment facility includes a raw water pumping station, sedimentation basin followed by automatic strainers for pretreatment, Pall Microza pressure membrane system, chemical and disinfection systems, residual

### RELEVANT SERVICES

- Watershed sanitary survey
- Process evaluation
- Treatability analysis
- Water quality analysis
- Water source evaluation
- Corrosion control study

### PROJECT TEAM

Rich Stratton, Karen Pappas

### REFERENCE

Travis Kahes, Plant Superintendent  
2001 West Turner Road, Lodi, CA 95242  
209.333.6878 | tkahes@lodi.gov

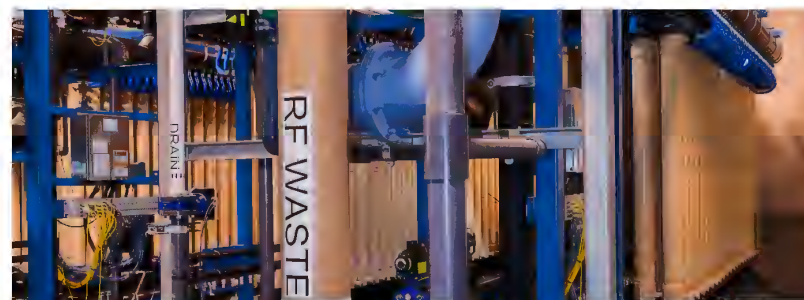
handling (plate settlers), high-service pumping station, 3 MG prestressed concrete tank, 2,500 linear feet (LF) of 36-inch-diameter water transmission main, modifications of 26 groundwater wells, and operations and chemical buildings.

### Watershed Sanitary Survey

A watershed sanitary survey of the Lower Mokelumne River watershed was also conducted for the proposed surface water treatment facility. HDR subsequently updated the 2015 watershed sanitary survey report.

### Corrosion Control

The predesign report addressed blending/corrosion/distribution system improvements. The new surface water treatment facility includes corrosion control to prevent release of lead, copper, and iron and manganese scales from the piping. Measures included pH control and addition of orthophosphate.



## Colfax Water Treatment Plant Replacement

Placer County Water Agency | Colfax, California



### RELEVANT SERVICES

- Process evaluation
- Treatability analysis
- Water quality analysis

### PROJECT TEAM

Ambarish Ravi, Arthur Xu, Karen Pappas, Rich Stratton, Greg Bradshaw

### REFERENCE

Doug York, Associate Engineer  
144 Ferguson Road, Auburn, CA 95603  
530.450.7034 | dyork@pcwa.net

### Process Evaluation and Treatability Analysis

HDR designed a new WTP to replace the existing Colfax WTP that has reached the end of its useful life. HDR's scope included conceptual design, preliminary design, final design and engineering services during construction.

The main WTP processes include packaged Actiflo pretreatment basins, tri-media conventional filters, baffled chlorine contact tank/clearwell, treated water booster pump station, chemical storage and feed facilities, sludge drying beds, backwash tank and pump station, a pre-engineered treatment facility building, standby generator, and a 12-inch-diameter treated water transmission main. The chemical system consists of powdered activated carbon, caustic soda, lime slurry, aluminum chlorohydrate and polymer feed systems.

The project design encompasses full site development including site grading on a relatively steep site, which requires several hundred feet of retaining walls, stormwater design, site paving, and landscaping.

## Watershed Sanitary Surveys

Modesto Irrigation District | Modesto, California



### RELEVANT SERVICES

- Water source evaluation
- Watershed sanitary survey updates
- Water treatment

### PROJECT TEAM

Karen Pappas, Rich Stratton

### REFERENCE

Bob Granberg, Granberg & Associates, Inc., General Manager for Stanislaus Regional Water Supply Project 209.401.0439 | granbergassociates@gmail.com

### Watershed Sanitary Survey

HDR provided updates to the watershed sanitary survey based on detailed review of potential sources of contamination to the source water supply for the 60 mgd Modesto Regional Water Treatment Plant. The plant consists of two parallel treatment trains: conventional treatment with ozonation and membrane filtration.

The watershed sanitary survey included an evaluation of the impacts from the Rim Fire, which affected the majority of the plant watershed. HDR developed a monitoring plan for implementation at the Don Pedro Reservoir that was used as an indicator for changing water quality expectations at the plant.

HDR also prepared an update to the Modesto Reservoir Watershed Sanitary Survey for the regional water treatment plant, which treats surface water received from the Modesto Reservoir.

# C Project Team

## Our Team

Our number one priority is to provide you with a project team that can work collaboratively with your staff to deliver a watershed sanitary survey, process evaluation and treatability analysis, and corrosion control study. Our team members were carefully selected for their technical experience, knowledge of your infrastructure, and desire and availability to work on this contract throughout its duration.

Our project manager, Ambarish Ravi, is a registered civil engineer (CA No. C89353) with 13 years of experience in the water industry. He will be joined by Karen Pappas, who will serve as your principal-in-charge and second line of communication, as well as Rich Stratton as the technical advisor. Rounding out your management team in the quality assurance/quality control (QA/QC) and technical review role is Greg Bradshaw. Supporting them

is an excellent group of task leaders who have the skills and technical expertise to address key specialty areas of your project, including Arthur Xu (process), Pierre Kwan (water quality), Jafar Faghih (watershed sanitary survey), Jeff Weaver (water rights), and Gwen Woods-Chabane (corrosion assessment).

Our team will work closely with the District staff to confirm that project objectives are met and work is completed efficiently. Regular meetings, workshops, and conference calls will be utilized to maintain a well-documented process.

Figure C-1 below provides an organizational chart that illustrates the proposed team structure for your project. Brief biographies of key staff are provided on the following page. Appendix A includes staff resumes.

**FIGURE C-1. Organizational Chart**



### Ambarish Ravi, PE — PROJECT MANAGER

Ambarish is a civil engineer with 13 years of experience managing, planning, and designing projects in the water industry. He has also worked as a project manager on corrosion control studies and distribution system hydraulic modeling projects. He has managed water treatment plant projects during planning level studies, conceptual and preliminary design, final design, and engineering services during construction (ESDC) phases. Ambarish has a proven track record of delivering high-quality projects on time and budget. He has a history working with the District, having served as project manager on for the plant upgrades at the 4.5 mgd Nunes Water Treatment Plant and to replace an existing 1 MG steel tank with a new 2 MG AWWA D-110 prestressed concrete tank in Half Moon Bay.





### **Karen Pappas, PE — PRINCIPAL-IN-CHARGE**

Karen has 24 years of experience delivering drinking water projects with critical regulatory drivers. She has served as project and program manager for multiple distribution system water quality and operations improvement projects, facilitating current and future compliance for water systems. Her direct experience working with DDW and achieving streamlined approvals for regulatory submittals will bring tangible value to the District and this project.



### **Greg Bradshaw, PE — QA/QC**

Greg has 39 years of experience successfully managing planning, permitting, and implementation of water treatment and potable reuse facilities. He has managed and designed large water treatment facilities, and has worked extensively with the regulators on many challenging projects. His experience includes planning, pilot studies, and design of membrane filtration, media filtration, ozonation, and ultraviolet disinfection/oxidation facilities.



### **Rich Stratton, PE — TECHNICAL ADVISOR**

Rich has 46 years of water and wastewater engineering experience, which includes master planning, design, and construction of treatment plants, pumping stations, pipelines, storage tanks, wells, groundwater treatment (arsenic, iron, manganese, PFAS), surface water treatment (conventional and membranes), and residuals handling. He has served as the project manager, technical advisor, or project engineer on more than 50 tank and water treatment plant projects.



### **Arthur Xu, PE — PROCESS**

Arthur has seven years of experience serving as a project manager on a variety of water and wastewater projects. His experience includes water and wastewater treatment design, process evaluation, master planning, and facility planning for public agencies. Arthur also specializes in CFD modeling to optimize treatment plant unit process performance. Arthur was the assistant project manager for the plant upgrades at the District's 4.5 mgd Nunes Water Treatment Plant.



### **Pierre Kwan, PE — WATER QUALITY/REGULATORY**

Pierre is nationally recognized in distribution system operations and water quality compliance, with much of his career focused on helping utilities address LCR issues. Pierre has authored multiple key American Water Works Association manuals related to corrosion control and participated on the AWWA LCR Revisions Technical Advisory Workgroup. His work is cited by name in the federal LCR revisions.



### **Jafar Faghieh, PE — WATERSHED SANITARY SURVEY**

Jafar's technical experience includes 24 years as a civil engineer, specializing in water resources planning and management. He leads a team of integrated water planners and engineers and has served as project engineer or project manager on multiple water supply and infrastructure master plans, integrated regional water management plans, flood management plans, feasibility studies, permitting strategies, and groundwater management plans.



### **Jeff Weaver, PE — RESERVOIR OPERATIONS/WATER RIGHTS**

Jeff has 25 years of experience performing hydrologic analyses for water supply and hydropower projects in California. He specializes in reservoir operations simulation and hydrologic modeling. He has an extensive background in the analysis, modeling, and optimization of water supply operations of California's Central Valley reservoirs and rivers, including the CVP/SWP system. Jeff has significant reservoir modeling experience for local, state, and federal clients.



### **Gwen Woods-Chabane, PhD — CORROSION ASSESSMENT**

Gwen is a Senior Professional Associate and a Drinking Water Quality Lead in Portland, OR. Gwen has extensive experience in environmental analytical chemistry, and specializes in water quality issues relevant to drinking water distribution systems. Water quality expertise includes regulated contaminants, unregulated disinfection by-products (DBPs), contaminants of emerging concern (CECs), arsenic control, taste and odor issues, hexavalent chromium, Legionella, and corrosion control.

## Proposed Scope of Services

### Task 1 – Project Management and Quality Assurance/Quality Control (QA/QC)

This task includes project monitoring and administration, attendance at progress meetings with District staff, and project quality assurance/quality control (QA/QC) activities.

#### SUBTASK 1.1 - PROJECT MANAGEMENT AND COORDINATION

This subtask includes the management activities needed to manage schedule, budget and resources, and to address the District's concerns. HDR will prepare invoices, progress reports, and decision log updates on a monthly basis. The monthly progress reports will summarize budget and schedule status in measurable terms. Other activities include scheduling of staff and coordinating the quality assurance effort.

##### Deliverables:

- Monthly progress reports and invoices, and decision log.

#### SUBTASK 1.2 - QA/QC PROGRAM

HDR will institute and maintain a QA/QC program for the work performed on this project. For objectivity, senior technical staff who are not involved in the project, will perform internal QA/QC upon completion of the contract documents before they are submitted to the District.

##### Deliverables:

- QA/QC plan included as part of the project management plan. Budget for QA/QC activities is included in individual tasks

#### SUBTASK 1.3 - PROGRESS MEETINGS

HDR will attend the following meetings:

- One one-hour virtual kick-off meeting to be attended by up to four HDR team members.
- Up to ten one-hour bi-weekly virtual progress meetings will be conducted with up to three HDR team members. Progress meetings will include a review of the status of the project scope, schedule, and a discussion of ongoing project tasks.

For each of the meetings, HDR will prepare and distribute draft agenda and meeting minutes to attendees for review and comment. The final meeting minutes will be distributed after addressing comments.

##### Deliverables:

- Meeting agenda and minutes.

### Task 2 – Watershed Sanitary Survey

The California Code of Regulations (CCR), Title 22, Chapter 17, establishes the Surface Water Treatment Rule (SWTR), which requires that surface water suppliers conduct a watershed sanitary survey (WSS) for new source water. Coastside County Water District (CCWD, District) plans to use the water from San Vicente Creek as a future supply source to be treated at the Denniston WTP. This will provide CCWD with more flexibility on source water options, especially during the winter months. Because of that, the CCWD's Watershed Sanitary Survey must be updated to include the new source water from San Vicente Creek. In addition, the WWS update will also include updates for Denniston watershed such that both watersheds will be on the same update cycle. The subtasks below summarize the effort required to complete the WWS for both Denniston and San Vicente Creek watersheds.

#### SUBTASK 2.1 – BACKGROUND DATA REVIEW

HDR will collect data required to complete the WSS, such as:

- Denniston WTP operations.
- Denniston Creek watershed information.
- San Vicente Creek watershed information.
- Cabrillo Farms intakes at the San Vicente Reservoir.
- Source water quality monitoring data for both watersheds.
- Previous watersheds assessments.
- State Water Resources Control Board's information on NPDES permits for dischargers within these watersheds.
- Sewer and septic information.

Background information may include precipitation records, water quality data, land ownership and use, land use planning, existing agreements regarding watershed use, and the location of sources of contamination.

#### SUBTASK 2.2 - IDENTIFICATION OF POTENTIAL CONTAMINANT SOURCES

This Watershed Sanitary Survey update will include information from the previous study related to natural and artificial activities on the watershed that have the potential to influence water quality at present or in the future.

A one-day field visit by two HDR staff for observation of the watershed and verification and identification of potential contamination sources is included as part of this task. The sanitary survey update will consider the documented field observations, including observations on botanical, wildlife, and recreation activities.

### **SUBTASK 2.3 - WATER QUALITY SUMMARY AND REVIEW**

For the water quality discussion, HDR will include the following information:

- State and federal drinking water regulation updates since the last Watershed Sanitary Survey update .
- Denniston WTP operations updates.
- Water quality monitoring data from existing and recent source water monitoring records for inorganic, organic, microbiological parameters (including total and fecal coliform, turbidity, and *Giardia*, *Cryptosporidium*, and viruses), algae, and invasive species (including quagga and zebra mussels). HDR will review the District's water quality data and graphs to identify trends where they exist. The correlation between microbial loading and turbidity will also be evaluated.

### **SUBTASK 2.4 - WATERSHED MANAGEMENT CONTROL PROGRAM DEFINITION**

HDR will review the District's current management practices in the Watershed. Management practices that will be considered include routine water quality monitoring and field surveying, land use, erosion control, inspection and surveillance, emergency response, and public education. HDR will make recommendations that are within the District's authority to mitigate the impact of different activities on the watershed.

### **SUBTASK 2.5 - REPORT PREPARATION**

HDR will prepare and submit a Draft Watershed Sanitary Survey update for the District and DDW staff to review. The report will analyze existing conditions within the Denniston and San Vicente Creek Watersheds, expected developments, methods by which the watersheds are managed, and confirm degrees of treatment required.

HDR will address one round of comments from the District and DDW each and prepare a Final Report.

#### **Deliverables:**

- PDF version of Draft and Final Report

#### **Assumptions:**

- Field visits for both Denniston and San Vicente Creek watersheds will be completed in one day.
- The District will compile and provide recent San Vicente and Denniston Creek water quality data (past five years) to be reviewed for this update. Data will be provided in electronic format.
- The District will provide to HDR the previous Coastside County Water District Watershed Sanitary Survey documents.
- District will facilitate conversation with DDW. HDR will assist the District with the required documentation.
- District will provide a single set of consolidated comments back to HDR for the letter report within two weeks.

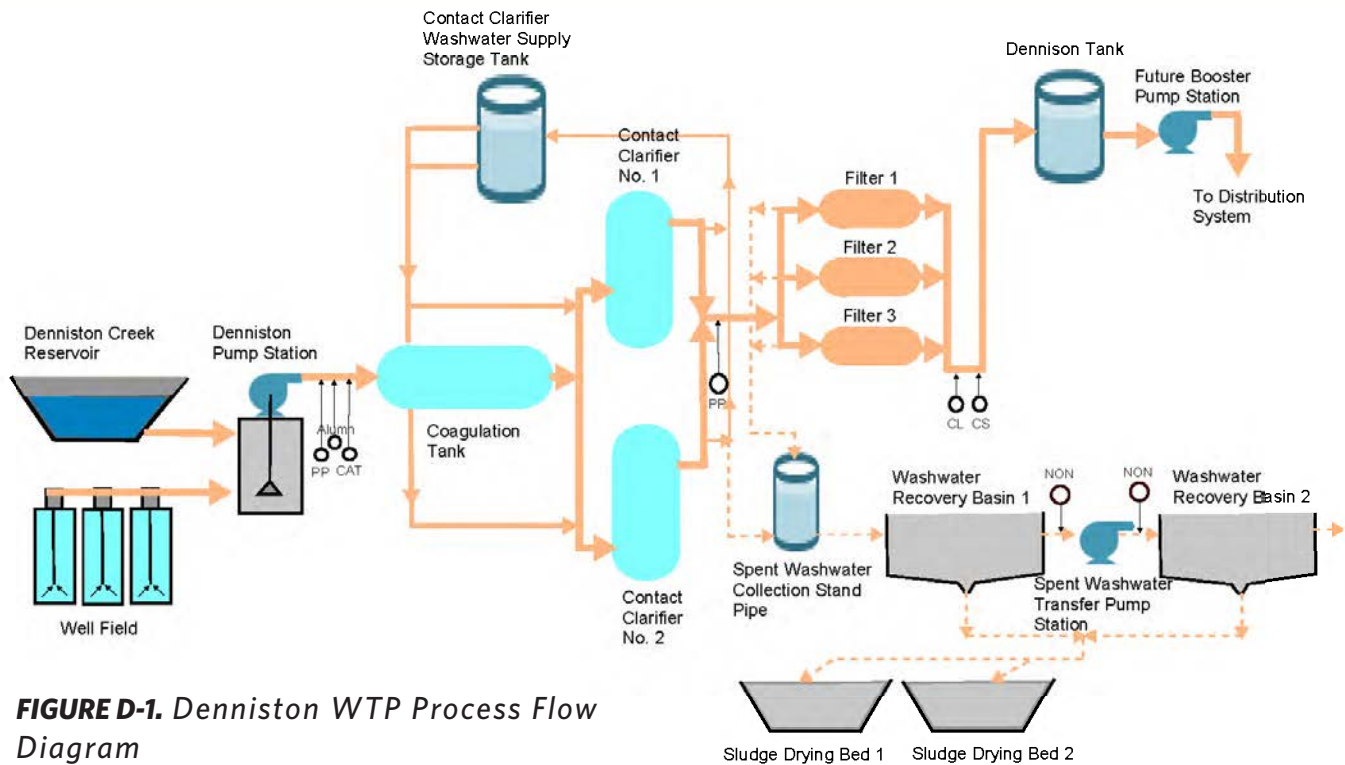
### **Task 3 – Process Evaluation and Treatability Analysis**

The Denniston WTP treats up to 1.4 mgd of water from Denniston Creek and Denniston Well Field. The main treatment processes include coagulation tank, contact clarifier, pressure filtration, and treated water storage tank. A flow schematic of the plant is shown in Figure D-1.

During the site visit, District staff informed HDR about the following information and issues associated with the plant:

1. DDW may require the plant to achieve an additional 0.5 log of *Cryptosporidium* inactivation. The District is coordinating with DDW on this requirement.
2. There have been difficulties with the contact clarifier screens.
3. The plant is approved to treat raw water with turbidity up to 50 NTU. When the turbidity gets above 20 NTU the turbidity removal is in the range of 50 to 60%. The filters perform acceptably under these conditions.
4. Potassium permanganate is required to be fed ahead of the plant and ahead of the filters to oxidize organics and help with removal of iron and manganese.
5. The drying beds are at capacity and some extra bed area would be desirable.
6. The filter-to-waste configuration is an unusual design that could be improved.

A WTP Treatability Study will be conducted under this task to address the above-mentioned issues and



**FIGURE D-1.** Denniston WTP Process Flow Diagram

determine the WTP's ability to handle the new source water from the San Vicente Watershed.

### SUBTASK 3.1 – PROCESS EVALUATION AND TREATABILITY ANALYSIS

HDR will perform a process evaluation of the WTP that includes a review of the process systems, pump systems, and chemical feed systems to identify improvements to treat San Vicente Creek water throughout the year. The evaluation will focus on the following components.

#### Water Quality

- Compile and analyze source water quality (WQ), treatment data, winter flow data and impacts, and identify trends in water quality. This analysis will verify against the plant treatment goals and objectives.
- Identify water quality gaps and evaluation methods to mitigate those gaps including water quality sampling and bench scale testing that may be needed. Subsequent sampling and bench scale testing is not included under this scope of work.
- Review existing and likely future regulatory and permit requirements, and identify contaminants of emerging concern that may affect the WTP's future operation.

#### San Vicente Operation and Water Rights

- Access the District's water rights from the State Water Resources Control Board website. Review and summarize the District's water rights into plain language for evaluation.
- Access and compile appropriate historical flow and storage information needed to evaluate the District's water rights. Analyze historical flow and storage information according to the water rights.
- Identify storage and/or distribution constraints within the current water system based on the District's existing water rights.
- Determine a schedule of impoundment and releases to demonstrate total available water for treatment and costs for treating the sourced water.

#### Treatment Evaluation

- Evaluate existing treatment process improvements needed to treat the San Vicente Watershed.
- Review possible operational changes and process modifications to improve the new source water treatability. This task does not include the following:

- Conceptual design of the recommended improvements
- Alternatives analysis to recommend improvements
- Capital or lifecycle costs developed

#### **Deliverables:**

- Included under Subtask 3.2.

#### **Assumptions:**

- Evaluation of reservoir operations will not include coordination or negotiation with regulators.
- Evaluation will be based on data and information collected as part of the watershed sanitary survey sampling.
- Desktop evaluation has been assumed for items under this task and that no additional site visits will be required.
- No bench scale testing, water quality sampling, or pilot studies are included. These will be recommended as needed based on the process evaluation.
- HDR will receive one round of consolidated comments from the District.

### **SUBTASK 3.2 – TREATABILITY ANALYSIS TECHNICAL MEMORANDUM**

HDR will summarize the results of Task 3 in a Draft Treatability Analysis TM and submit for District's review. A Final TM will be submitted to DDW after addressing District's comments.

#### **Deliverables:**

- Draft and Final Treatability Analysis TM in PDF Format

#### **Assumptions:**

- District will provide a single set of consolidated comments back to HDR for the letter report within two weeks.

## **Task 4 – Corrosion Control**

To utilize the new source water from San Vicente Watershed, the District is required to conduct a corrosion control study prior to the activation of the new source to stay in compliance with the Corrosion Control Study regulations as per Sections 64674 and 64683 Title 22, Code of California Regulations. The purpose of this task is to:

- Evaluate the impacts from introducing the new source water to the system.
- Developing a corrosion monitoring plan and performing technical review of District's sampling events per DDW's requirement (i.e., three rounds).

### **SUBTASK 4.1 – EVALUATE IMPACT OF NEW SOURCE INTRODUCTION**

HDR will identify locations in the distribution system that will experience a change from the new source water and evaluate the corrosion impact. HDR will review available distribution system water quality parameters relevant to corrosion control. Parameters to be reviewed will include:

- Lead
- Copper
- pH
- Alkalinity
- Calcium
- Conductivity
- Temperature
- Hardness
- Phosphate
- Oxidation-reduction potential
- Chloride
- Sulfate

#### **Deliverables:**

- Findings will be documented under Subtask 4.2

#### **Assumptions:**

- The District will provide the required water quality data.
- Distribution system modeling effort is not included. Modeling needed will be completed by the District.
- An alternatives analysis of corrosion treatment alternatives is not included within this scope.
- District will coordinate with DDW. HDR will assist the District with required documentation.

### **SUBTASK 4.2 – CORROSION CONTROL STUDY TM**

HDR will develop a technical memorandum (TM) summarizing findings from Subtask 4.1 and providing mitigation options for corrosion controls. The draft TM will be submitted to the District for comments. Upon incorporating the District's comments, the TM will be submitted to DDW for approval.



### Deliverables:

- Draft and Final of Corrosion Control Study TM

### Assumptions:

- District will provide a single set of consolidated comments back to HDR for the letter report within two weeks.

## SUBTASK 4.3 – DEVELOP WATER QUALITY MONITORING PLAN

Per the Lead and Copper Rule, CCR §64686, the District is required to conduct three rounds of standard lead and copper tap sampling with the new source online before it will be allowed to return to a reduced monitoring frequency.

HDR will prepare a Water Quality Monitoring Plan consistent with the guidance provided in the Environmental Protection Agency's (EPA's) Optimal Corrosion Control Treatment (OCCT) document. This plan will consist of three parts:

- Monitoring of water quality parameters that are required to establish a baseline for corrosion conditions.
- Water quality monitoring for these parameters at specific sites within the distribution system as well as monitoring at the entry point to the distribution system.

### Deliverables:

- Draft and Final Water Quality Monitoring Plan

## SUBTASK 4.4 – WATER QUALITY DATA REVIEW AND LETTER REPORTS

Through review of sample data collected in conjunction with the Monitoring Plan, HDR will evaluate changes to water quality to verify that corrosion parameters are within an acceptable range. HDR will review specific water quality indicators such as lead, copper, pH, and dissolved inorganic carbon (DIC). The assessment will consider:

- Location of the water quality parameter (WQP) site.
- Values and trends for WQPs.
- Source water information for the WQP site.

The assessment may include recommendations for possible corrosion modeling of WQPs as well as recommendations for further action (e.g., additional monitoring or corrosion protection treatment such as chemical phosphate addition, or pipe loop studies).

HDR will document the results, conclusions, and recommendations of sampling data review in a brief letter report. HDR will summarize observed changes in corrosion parameters of concern in both the treated water (entry point samples) and distribution system, as well as an assessment of the impacts on corrosion control. HDR will issue a Draft and Final Letter Report, incorporating District comments.

### Deliverables:

- Draft and Final Letter Report in PDF format.

### Assumptions:

- District performs sampling, obtain laboratory analyses, and provide data for sites as defined in the Monitoring Plan. The initial sampling data review and letter report will be completed by HDR. Future data reviews and letter reports will be completed by the District following the template from the first reporting. Following data reviews and letter reports can be provided as additional services as noted in Task 5.

District will provide a single set of consolidated comments back to HDR for the letter report within two weeks.

## Optional Task 5 – Supplemental Data Review and Comment Responses to DDW (Optional)

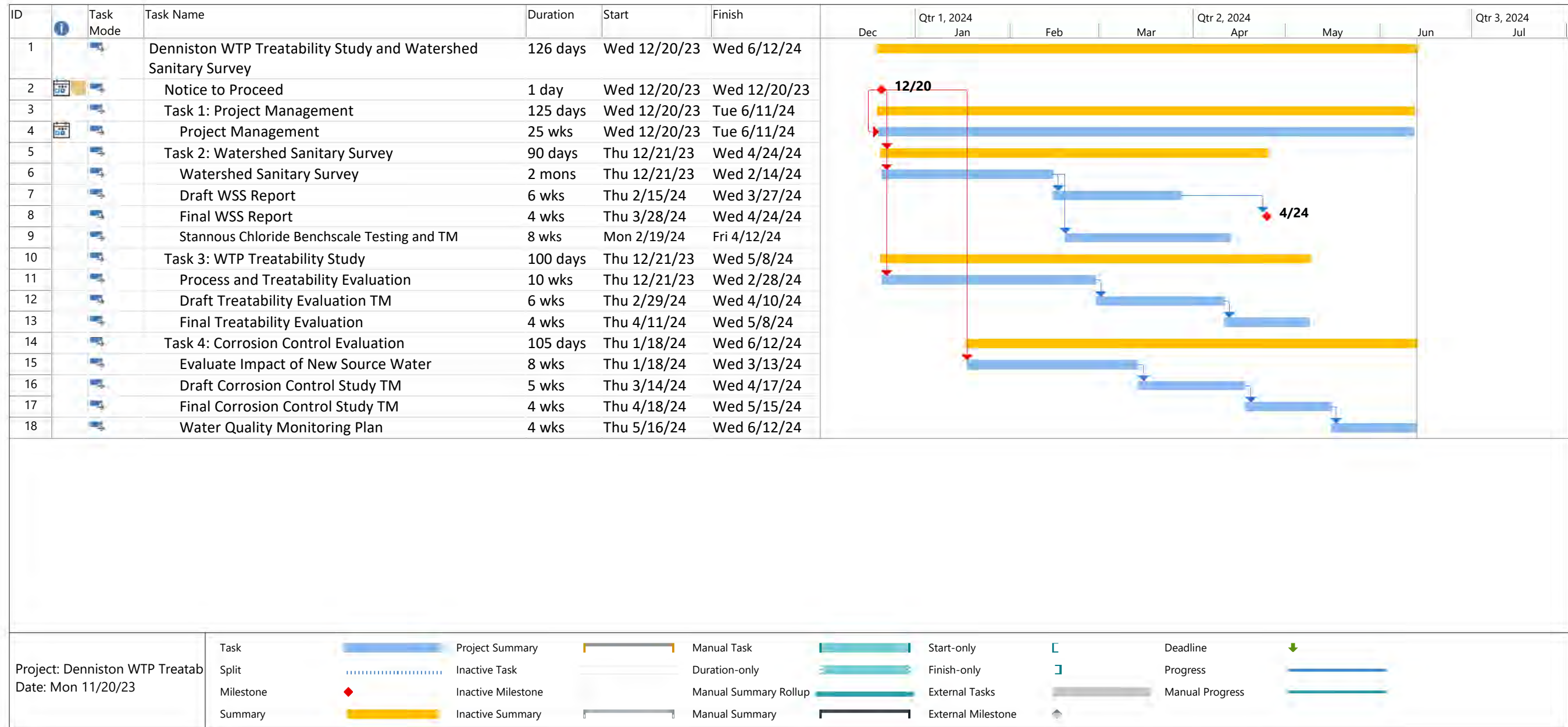
If subsequent data reviews, sampling letter reports, or comment responses to DDW are needed related to Task 4, HDR will provide further assistance to review sampling data and facilitate communication and responses to comments received from DDW for the initial scope developed as well as deliverables from Tasks 2 through 4.

### Assumptions:

- The effort assumed for additional data reviews and letter reports includes two additional rounds and sampling events. Refer to Table F-1 Subtask 5.1 and 5.2 for details.
- A total of 28 hours are included as an allowance for supplemental comment responses to DDW for deliverables from Task 2 through 4. Refer to Table F-1 Subtask 5.3 for details.



# E Schedule



**NOTE:** Water Quality Monitoring Letter Report will be completed within 1 month of receiving the water quality data after the introduction of the new water source.

## F Cost

TASK NO.	TASK DESCRIPTION	Principal & QA/QC	Project Manager	Technical Advisor	Process Engineer	Staff Engineer	Reservoir Operations/Water Rights	Lab Services	Admin/Clerical	TOTAL HDR HOURS	TOTAL HDR LABOR	TOTAL HDR EXPENSES	TOTAL COST
<b>TASK 1 - PROJECT MANAGEMENT</b>													
1.1	Project Management and Coordination	4	18		6				32	60	\$11,429	\$100	\$11,529
1.2	QA/QC Program		4						4	8	\$1,593		\$1,593
1.3	Progress Meetings		10	10	22	2				44	\$11,679	\$100	\$11,779
	<b>Subtotal for Task 1</b>	<b>4</b>	<b>32</b>	<b>10</b>	<b>28</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>36</b>	<b>112</b>	<b>\$24,701</b>	<b>\$200</b>	<b>\$24,901</b>
<b>TASK 2 - WATERSHED SANITARY SURVEY</b>													
2.1	Background Data Review		6	3	26	32				67	\$13,076		\$13,076
2.2	Identification of Potential Contaminant Source		3	19	32	38				93	\$20,875	\$500	\$21,375
2.3	Water Quality Summary and Review		6	6	19	32				64	\$13,054		\$13,054
2.4	Watershed Management Control Program Definition		13	6	26	32				77	\$16,184		\$16,184
2.5	Report Preparation	10	13	10	58	64				154	\$32,319		\$32,319
	<b>Subtotal for Task 2</b>	<b>10</b>	<b>42</b>	<b>45</b>	<b>160</b>	<b>198</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>454</b>	<b>\$95,507</b>	<b>\$500</b>	<b>\$96,007</b>
<b>TASK 3 - WTP PROCESS EVALUATION AND TREATABILITY EVALUATION</b>													
3.1	Process Evaluation and Treatability Evaluation	3	12	16	40	60	20			151	\$33,237		\$33,237
3.2	Treatability Evaluation TM	6	16	6	44	60			8	140	\$27,975		\$27,975
	<b>Subtotal for Task 3</b>	<b>9</b>	<b>28</b>	<b>22</b>	<b>84</b>	<b>120</b>	<b>20</b>	<b>0</b>	<b>8</b>	<b>291</b>	<b>\$61,213</b>		<b>\$61,213</b>
<b>TASK 4 - CORROSION CONTROL</b>													
4.1	Evaluation of Impact of New Source Water			6	24	26		40		96	\$20,168		\$20,168
4.2	Corrosion Control Study TM	4		6	24	40		24		98	\$20,119		\$20,119
4.3	Development of Water Quality Monitoring Plan	2		4	8	8		8		30	\$6,974		\$6,974
4.4	Initial Water Quality Review and Letter Reports	6		6	6	24		16		58	\$13,013		\$13,013
	<b>Subtotal for Task 4</b>	<b>12</b>	<b>0</b>	<b>22</b>	<b>62</b>	<b>98</b>	<b>0</b>	<b>88</b>	<b>0</b>	<b>282</b>	<b>\$60,274</b>		<b>\$60,274</b>
	<b>TOTAL</b>	<b>35</b>	<b>102</b>	<b>99</b>	<b>334</b>	<b>418</b>	<b>20</b>	<b>88</b>	<b>44</b>	<b>1,139</b>	<b>\$241,695</b>	<b>\$700</b>	<b>\$242,395</b>
<b>TASK 5 (OPTIONAL) - SUPPLEMENTAL DATA REVIEW AND COMMENT RESPONSES TO DDW</b>													
5.1	Supplemental Data Review and Letter Report - 2nd Round	6		6	6	24		16	3	61	\$13,356		\$13,356
5.2	Supplemental Data Review and Letter Report - 3rd Round	6		6	6	24		16	3	61	\$13,356		\$13,356
5.3	Supplemental Comment Responses to DDW		8	4	8			4	4	28	\$6,882		\$6,882
	<b>Subtotal for Task 5</b>	<b>12</b>	<b>8</b>	<b>16</b>	<b>20</b>	<b>48</b>	<b>0</b>	<b>36</b>	<b>10</b>	<b>150</b>	<b>\$33,593</b>		<b>\$33,593</b>
	<b>TOTAL (w/Optional Tasks)</b>	<b>47</b>	<b>110</b>	<b>115</b>	<b>354</b>	<b>466</b>	<b>20</b>	<b>124</b>	<b>54</b>	<b>1,289</b>	<b>\$275,288</b>	<b>\$700</b>	<b>\$275,988</b>

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** December 12, 2023

Report Date: December 8, 2023

**Agenda Title:** Hanson Bridgett Billing Rates – Proposed Increase

**Recommendation/Motion:**

**Approve proposed increase to Hanson Bridgett Billing Rates effective January 1, 2024, January 1, 2025, and January 1, 2026**

**Background:**

As summarized on the attached memo, in September 2020, the District approved a three-year rate schedule for Hanson Bridgett legal services based on the categories of legal services and for the calendar years of 2021, 2022, and 2023.

Pat Miyaki, the District's Legal Counsel will discuss a new three-year rate schedule with rates to be effective January 1, 2024, January 1, 2025, and January 1, 2026. The proposed rate increase for each of these 3 years is 6%, 5%, and 5% respectively.

## Memorandum

**TO:** Mary Rogren

**FROM:** Patrick T. Miyaki

**DATE:** October 31, 2023

**RE:** **Hanson Bridgett Billing Rates – Proposed Increase**

Mary, in 2020, the District approved a three-year rate schedule based on the categories of legal services provided and based on the level of attorney providing those services. Under the 2020 rate schedule, the new rates were to be effective July 1 of 2020, 2021, and 2022. However, because of COVID, we did not present the 2020 three-year rate schedule to the Board until September 2020, and therefore the Board did not implement the Year 1 new rates until January 1, 2021. Then we implemented the Year 2 and 3 rates effective January 1, 2022 and January 1, 2023. I propose a new three-year rate schedule that will become effective January 1, 2024. This proposed new rate schedule remains a substantial discount from our standard rates. For example, my 2023 standard rate is \$780, and my current rate for the District is \$420.

The chart below shows our current rates, and our proposed rates for the next three years.

<b>General Services</b>	<b>Current</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Partner	\$420	\$445	\$465	\$490
Senior Counsel	\$390	\$415	\$435	\$455
Associates	\$360	\$380	\$400	\$420
<b>Litigation Services</b>	<b>Current</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Partner	\$495	\$525	\$550	\$575
Senior Counsel	\$455	\$485	\$505	\$530
Associates	\$425	\$450	\$470	\$495
<b>Employee Benefits</b>	<b>Current</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Partner	\$520	\$550	\$580	\$605
Senior Counsel	\$485	\$515	\$540	\$565
Associates	\$445	\$470	\$495	\$520

The rates above are discounted from our standard rates by 20%-50%. Year 1 rates would be effective January 1, 2024; Year 2 rates would be effective January 1, 2025; and Year 3 rates would be effective January 1, 2026. The billing rates for paralegals will be their standard rate less a discount of not less than 10%.

Mary Rogren  
October 31, 2023  
Page 2

As the District's General Counsel, my rate would be the same general services rate regardless of what type of matter I work on. We also do not charge for travel time to attend Board meetings.

We provide our legal services to the District in an efficient and cost-effective manner, and we will continue to work closely with you to coordinate our legal services in a way that provides the most value to the District.

I will be ready to discuss this with the Board at the next appropriate Board meeting. In the meantime, please do not hesitate to contact me if you have any questions or if you want to discuss this proposal. Please know that we appreciate the opportunity to serve as the District's General Counsel.

Thank You.

PTM:ld

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** December 12, 2023

**Report Date:** December 8, 2023

**Agenda Title:** Consider Approval of Resolution No. 2023-08 of the Board of Directors of the Coastside County Water District Amending Code of Conduct Section XII Regarding Board Member Compensation.

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### **Recommendation/Motion:**

**Approve Resolution No. 2023-08 of the Board of Directors of the Coastside County Water District amending Code of Conduct Section XIIa regarding Board member compensation to expand the list of meetings, conferences, and educational seminars that are deemed preapproved service rendered at the request of the Board for which a Board member may receive compensation and expense reimbursement for travel, lodging, and meals.**

### **Background:**

At the November 14, 2023 Board of Directors meeting, the Board of Directors reviewed the Board compensation policy that was last set by Ordinance No. 2006-01 (Exhibit IA) in October 2006 at \$150 per day for a maximum of \$600 per month (4 days per month) and specifies that this per day compensation applies to attendance at Regular, Special, and Standing Committee meetings of the Coastside County Water District Board of Directors and for other services rendered as a director at the request of the Board. Concurrently, in October 2006, the Board adopted Resolution No. 2006-19 that identified certain meetings, conferences, and activities that are pre-approved as service rendered at the request of the Board and that shall be compensated (Exhibit IB.)

At the November 14, 2023 meeting and at this time, the Board decided not to consider increasing the per day compensation to be paid to Board members nor to increase the number of days per calendar month that a Board member can be compensated.

However, the Board would like to consider amending Section XIIa of the Code of Conduct to expand the list of meetings, conferences and educational seminars determined to be authorize in advance as service rendered at the request of the Board as shown as Exhibit A to Resolution 2023-08, (Exhibit II) and to provide for expense



**STAFF REPORT**

**Agenda: December 12, 2023**

**Subject: Approval of Resolution 2023-08**

**Page Two**

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reimbursement for travel, lodging and meals pursuant to Section XIIb of the Code of Conduct. The list of meetings is modeled after a similar list adopted by the North Coast County Water District.

Over the last few years, many public agencies (including agencies on the Coastsides) have broadened their lists of meetings that are deemed to be preapproved service rendered at the request of the Board given the many hours per month that Directors spend on meeting preparation, training, and attending community events, advisory committee meetings and industry related conferences. In addition to North Coast County Water District (in Pacifica), the Sewer Authority Mid-Coast, Granada Services District; and Alameda County Water District include broad lists of pre-approved meetings in their Board compensation policy.

**Fiscal Impact:**

The District is not increasing the per day amount of Board compensation nor the number of days per month eligible to be compensated. The estimated fiscal year impact range is approximately \$5,000-\$18,000.



ORDINANCE NO. 2006-01

BOARD MEMBER COMPENSATION

COASTSIDE COUNTY WATER DISTRICT

**BE IT ORDAINED** by the Board of Directors of the Coastside County Water District as follows:

**SECTION 1. BOARD MEMBER COMPENSATION.** Subject to Section XII of the Code of Conduct, each Board member shall receive compensation in the amount of \$150.00 per meeting for attendance at regular or special meetings of the Board and committees thereof that are duly noticed in accordance with the requirements of the Ralph M. Brown Act (Cal. Govt. Code §54950, et seq.), and for other service rendered as a director at the request of the Board, subject to a maximum of \$150.00 per day and \$600.00 per calendar month.


**SECTION 2. EFFECTIVE DATE.** This ordinance shall be in full force and effect sixty (60) days from the date of its adoption.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of October, 2006, by the following vote of the Board of Directors:

AYES: Larimer, Mickelsen, Feldman, Ascher

NOES:

ABSENT: Coverdell

  
\_\_\_\_\_  
Everett Ascher  
President, Board of Directors  
Coastside County Water District

ATTEST:

  
\_\_\_\_\_  
Secretary of the Board of Directors

## RESOLUTION NO 2006-19

AMENDING SECTION 12(a) OF THE CODE OF CONDUCT  
PERTAINING TO BOARD MEMBER COMPENSATION

## COASTSIDE COUNTY WATER DISTRICT

**BE IT RESOLVED** by the Board of Directors of the Coastside County Water District that subsection (a) of Section XII of the Code of Conduct, adopted by the Board of Directors on April 13, 2004 as Resolution No. 2004-06 is hereby amended to read as follows:

- a. “Compensation for Attendance at Conferences and Meetings.  
Each member of the Board is authorized to receive compensation in the amount established by ordinance adopted by the Board of Directors in accordance with California Water Code section 20200, et seq., for attendance at regular or special meetings of the Board and committees thereof that are duly noticed in accordance with the requirements of the Ralph M. Brown Act (Cal. Govt. Code §54950, et seq.), and for other services rendered as a director for which a member’s compensation has been approved in advance by the Board. Attendance by a member of this Board (or the member’s alternate) appointed as a representative to joint powers authorities or other organizations of which the District is a member, such as ACWA, the San Mateo County Chapter of the California Special Districts Association and the San Mateo City-County Association of Governments, and committees thereof, is service rendered at the request of the Board and shall be compensated, unless the Board member receives compensation for attendance directly from the agency or organization. Such compensation will be provided in addition to any reasonable and necessary reimbursement for meals, lodging and travel expenses incurred in attending any conference, meeting or approved event. Compensation will be paid only if the Board member submits a written form that sets forth the date, location and District purpose of the meeting for which compensation is requested. Each member of the Board shall be reimbursed for travel, lodging and meal expenses incurred in the performance of service rendered at the request of the Board, other than attending meetings of the Board. All activities for which expense reimbursement is sought must be approved in advance by the Board, except for categories (a) through (c), above, and emergency meetings. Reimbursement is contingent upon submission of appropriate documentation to the General Manager, and shall furthermore be in accordance with the guidelines set forth herein.

**BE IT RESOLVED FURTHER** that General Manager is directed to incorporate the foregoing amendment to the Code of Conduct into the District's Policies and Procedures Manual.

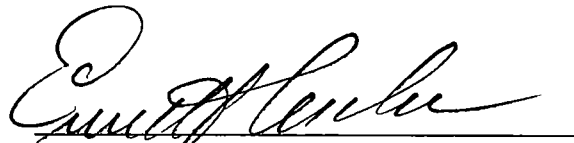
**BE IT RESOLVED FURTHER** that this amendment shall be effective concurrently with Ordinance No. 2006-01, pertaining to Board member compensation.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of October, 2006, by the following vote of the Board of Directors:

AYES: Larimer, Mickelsen, Feldman, Ascher

NOES:

ABSENT: Coverdell



Everett Ascher  
President, Board of Directors  
Coastside County Water District

ATTEST:

  
Secretary of the Board of Directors

**RESOLUTION NO. 2023 - 08**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AMENDING CODE OF CONDUCT SECTION XII REGARDING BOARD MEMBER COMPENSATION**

WHEREAS, by Resolution No. 2004-06, the Board of Directors of the Coastside County Water District adopted a Code of Conduct; and

WHEREAS, Section XII, Directors' Compensation and Expense Reimbursement, subsection a, Compensation for Attendance at Conferences and Meetings, of the Code of Conduct addresses Board member compensation; and

WHEREAS, by Resolution No. 2006-19, the Board amended Section XIIIa of the Code of Conduct; and

WHEREAS, the Board desires to amend Section XIIIa to expand the list of meetings, conferences, and educational seminars that are deemed preapproved service rendered at the request of the Board and for which compensation and expense reimbursement are provided; and

WHEREAS, the Board is not considering increasing the per day compensation to be paid to Board members or the number of days per calendar month that a Board member can be compensated.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District that Section XIIIa of the Code of Conduct is hereby amended to read as follows:

"a. Compensation for Attendance at Conferences and Meetings. Each member of the Board is authorized to receive compensation in the amount established by ordinance adopted by the Board of Directors in accordance with California Water Code section 20200, et seq., for attendance at meetings, conferences, or educational seminars listed on the attached Exhibit A, as those meetings, conferences, and educational seminars are determined to be service rendered at the request of the Board.

In addition to receiving compensation, Board members who attend meetings, conferences, and educational seminars listed on the attached Exhibit A, except for attending District Board meetings and Board committee meetings, also will be entitled to expense reimbursement for travel, lodging, and meals pursuant to Section XIIb of the Code of Conduct as they are determined to be authorized in advance as service rendered at the request of the Board.

All activities other than meetings, conferences, and educational seminars listed on the attached Exhibit A must be approved by the Board in advance in order to be considered service rendered at the request of the Board."

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023, by the following votes of the Board of Directors:

AYES:

NOES:

ABSENT:

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John Muller, President  
Board of Directors  
Coastside County Water District

ATTEST:

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Secretary of the Board of Directors  
Coastside County Water District

## **EXHIBIT A**

### **List of Pre-Approved Meetings Authorized in Advance as Service Rendered at the Request of the Board**

The Board of Directors of the Coastside County Water District has determined that the attendance by a Board member at the meetings, conferences, or educational seminars listed below that take place within the State of California is pre-approved service rendered at the request of the Board and for which the Board member shall be compensated (unless the Board member receives compensation for attendance directly from the agency or organization):

1. Regular or Special Meetings, Standing Committee Meetings, and Advisory Committee Meetings of the Coastside County Water District Board of Directors.
2. Association of California Water Agencies (ACWA) meetings, conferences, and educational seminars.
3. ACWA Region 5 meetings.
4. Association of California Water Agencies/Joint Powers Insurance Authority Board (ACWA/JPIA) meetings.
5. San Mateo County Chapter – California Special District’s Associations meetings.
6. San Mateo County Local Agency Formation Commission (San Mateo County LAFCO) meetings.
7. Bay Area Water Supply and Conservation Agency (BAWSCA) meetings.
8. American Water Works Association meetings, conferences or educational seminars.
9. All committee or subcommittee meetings of the agencies or associations identified in items 2-8 above by the Board member appointed as the representative of that agency or association (or his or her alternate or designee.)
10. California Special District’s Association conferences, seminars or events.
11. California Special District Leadership Foundation or Academy seminars, or events.
12. WaterReuse Association meetings, conferences, or events.
13. Water Education Foundation seminars conferences or events.
14. Ethics, sexual harassment prevention, and other trainings and seminars Board members are required to attend by law.
15. SFPUC meetings at which the SFPUC has agendized business that impacts the District.
16. State Water Resource Control Board meetings at which the agency has agendized business that impacts the District.
17. Regional Water Quality Control Board meetings at which the agency has agendized business that impacts the District.
18. Meetings of the legislative body of local governmental agencies (including, but not limited to, City of Half Moon Bay, County of San Mateo, San Mateo County Resource Conservation District, Coastside Fire Protection District, Sewer Authority Mid-Coastside, Montara Water and Sanitary District, Granada Community Services District, Mid-Coast Community Council) when the agenda for the meeting includes an item that impacts the District.

## ***STAFF REPORT***

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

**From:** James Derbin, Superintendent of Operations

**Agenda:** December 12, 2023

**Report Date:** December 8, 2023

**Agenda Title:** Nunes Water Treatment Plant Upgrades Project Update #28

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### **Informational Item**

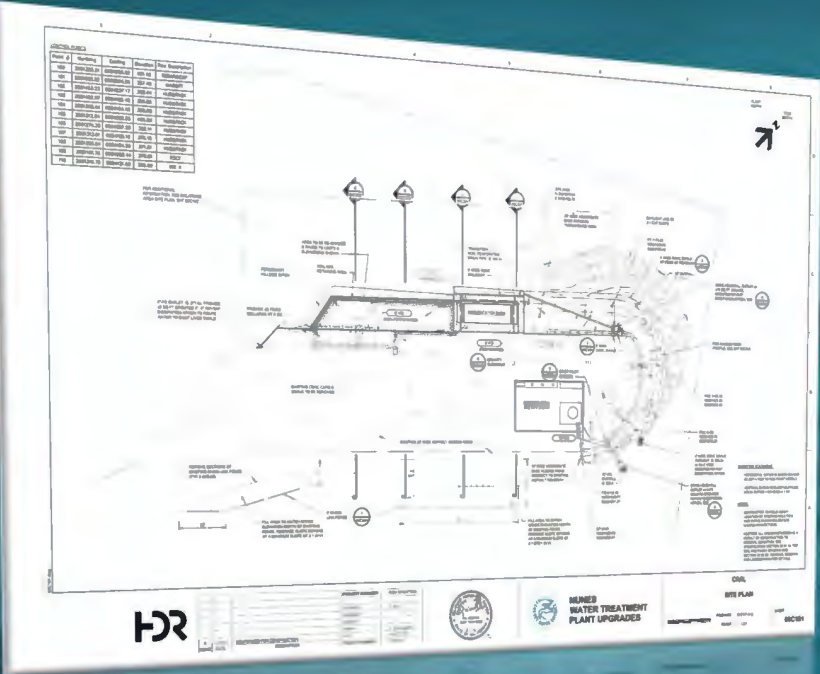
The Nunes Water Treatment Plant Upgrade Project official contractual start date was August 16, 2021. This is monthly project update #28.

In the last month the following progress has been made:

- Filter 4 - 30 day commissioning period complete and is performing well
- Filter 3 - 30 day commissioning period
- Filter 2 offline
  - Interior demolition complete
  - Crack seal
  - Grout floor
  - Surface blast and coat
- New Sedimentation basin startup complete with manufacturer JCM
- Working on Clearwell bypass plan for coating and repair

The estimated completion date has been pushed out to June 2024. Contractor may be done as early as April/May 2024.

Freyer and Laureta, Inc., the Construction Management firm on this project has put together a brief summary of progress to date. See Attachment A.



Coasts County Water District

# Nunes Water Treatment Plant Upgrades

## December 12, 2023 Board Meeting



# Contract Data as of Board Meeting Date

Contract Time (Calendar Days)		Contract Value	
Base Contract Duration	720	Base Contract	\$8,339,915.00
<i>Approved Change Order Days Added</i>	321	Approved Change Order Added	\$99,263.80
<i>Approved Change Order Days Subtracted</i>	0	Approved Change Order %	1.2%
Total Contract Duration	1,041	Total Contract Approved	\$8,439,178.80
Elapsed (Start Date 8/16/2021)	848	Billed to Date <sup>1</sup>	\$7,654,178.80
Remaining Days	193	Remaining Value	\$785,000.00

<sup>1</sup>Billed to date value is the contract work complete including the 5% retention that will be paid to Contractor upon project completion.

# Construction Progress Update #28

## Progress since Previous Board Meeting:

- Demolition of existing underdrain system for Filter 2
- Layout and installation of anchors and supports for under drainage and piping for Filter 2
- Concrete crack repair site meeting for Filter 2
- Concrete crack repairs for Filter 2 floor
- Pouring of grout floor for Filter 2
- Mobilization of scaffolding for Filter 2
- Sandblasting of Filter 2 walls
- Concrete crack repairs for Filter 2 walls
- Application of Enduraflex coating to Filter 2
- Completion of wet run startup testing for plate settler system

# Construction Progress Update (continued)

## **Three-Week Look Ahead Schedule:**

- Installation of air scour piping for Filter 2
- Commissioning of valves for Filter 2
- Installation of an underdrain system for Filter 2
- Plate settler system online pending DDW permit

## **Overall Project Schedule:**

- Expected project end date June 2024. Completion could be as early as April 2024





Construction Photos

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** December 12, 2023

**Report Date:** December 8, 2023

**Agenda Title:** Election of Coastside County Water District Board President and Vice President

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**Recommendation/Motion:**

**Consider election of officers for calendar year 2024.**

**Background:**

Traditionally, the Coastside County Water District Board of Directors considers the election of officers for Board President and Vice President annually at the December Board meeting.

District staff would like to sincerely thank President Muller and Vice-President Mickelsen for their service during the 2023 calendar year.

**Fiscal Impact:**

None.

## **STAFF REPORT**

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

**From:** Mary Rogren, General Manager

**Agenda:** December 12, 2023

**Report Date:** December 8, 2023

**Agenda Title:** General Manager's Report

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### **Recommendation/Motion:**

Information Only.

- **E.I. DuPont de Nemours and Company and 3M Company PFAS Settlements**  
At the November Board meeting, the Board convened into closed session to discuss the PFAS litigation against Dupont and 3M Company and in the closed session direction was given to legal counsel. In late November, District legal counsel learned that the City and County of San Francisco made the decision to opt out of the two settlements. Therefore, the District filed the necessary documents to opt out of both the Dupont and 3M settlements by the opt out deadlines.
- **Second Year Water Rate Notice Mailed**  
On December 13, 2022, the Board adopted a two-year rate schedule (Resolution No. 2022-13) for rates effective January 19, 2023 and January 18, 2024. The attached notice (Exhibit A) was mailed to District customers on December 4, 2023 for the second year water rate increase effective January 18, 2024.
- **ACWA JPIA - President's Special Recognition Awards**  
Annually, ACWA-JPIA recognizes members that have a loss ratio of 20% or less in their Property or Worker's Compensation programs (loss ratio = total losses/total premiums.) The Coastside County Water District recently received President's Special Recognition awards for these insurance programs as a result of keeping claims low (Exhibit B.)

Over the last few years, ACWA JPIA annually distributed insurance reserve balances to its member agencies (\$25,000 - \$35,000 per year) given the low loss ratios. For 2023 and moving forward, given insurance premium increases, ACWA JPIA will no longer be distributing any reserve balances.

- **SFPUC's Amended and Updated Water System Level of Service Goals and Objectives – November 2023**

At the November 28, 2023 San Francisco Public Utilities Commission meeting, the Commission passed Resolution 23-0210 approving the Amended and Updated Water System Level of Service Goals and Objective. This update is a revision to the Level of Service Goals approved in 2008.

These **Level of Service Goals** encompass the following:

- **Drinking Water Quality** – *maintain high level water quality*
- **Regional Seismic Reliability** – *maintain ability to meet current seismic standards*
- **Regional Delivery Reliability** – *maintain delivery reliability during normal operations and maintenance*
- **In-City Seismic Reliability** – *reduce vulnerability to earthquakes*
- **In-City Delivery Reliability** – *reliably deliver water to all in-City retail customers*
- **Water Supply** – *meet customer water needs in non-drought and drought periods*
- **Environmental Stewardship** – *maintain high environmental performance standards*
- **Sustainability** – *enhance sustainability in all system activities (environmental, economic, and social)*

See Exhibit C for the full document.

- **BAWSCA Celebrates 20 Years!**

The Bay Area Water Supply and Conservation Agency recently celebrated its 20th anniversary. Please see Exhibit D for highlights of BAWSCA's accomplishments.

# Coastside County Water District

## Notice of Increase in Water Rates

Effective January 18, 2024

Exhibit A



Formed in 1947, Coastside County Water District is committed to providing our customers with reliable, high-quality drinking water and services, while maintaining its facilities and infrastructure. The District's capital improvement program (\$71 Million planned for 2024-2033) provides that the District's infrastructure is replaced at the end of its life cycle and upgraded to meet current seismic standards.

On December 13, 2022, the Coastside County Water District Board of Directors adopted a two-year rate schedule (see Resolution No. 2022-13.) A 6% rate increase became effective on January 19 2023, and a 6% increase is to become effective on January 18 2024. Rates are shown in the tables below.

Rates are designed to recover the District's costs of buying, treating, and distributing water; funding infrastructure projects; and maintaining adequate financial reserves. The basis for the increase in rates is described in the Water Financial Plan and Rate Update Report dated October 26, 2022 prepared by the District's water rate consultant, Raftelis Financial Consultants Inc. The Water Financial Plan and Rate Update Report, the approved Operations Budgets for FY2022-2023 and FY2023-2024, the approved Capital Improvement Program, the October 27, 2022 Proposition 218 Notice, Resolution No. 2022-13, and the District's Water Shortage Contingency Plan are available at the District office or online at [www.coastsidewater.org](http://www.coastsidewater.org).

BASE CHARGE: RESIDENTIAL & OTHER CUSTOMERS		
MONTHLY BASE CHARGE		
Meter Size	Current - Effective January 19, 2023	Effective January 18, 2024
5/8 inch	\$33.78	\$35.81
3/4 inch	\$49.92	\$52.92
1.0 inch	\$82.17	\$87.10
1.5 inch	\$162.82	\$172.59
2.0 inch	\$259.60	\$275.18
3.0 inch	\$566.06	\$600.02
4.0 inch	\$1,017.73	\$1,078.79

SINGLE FAMILY RESIDENTIAL MONTHLY QUANTITY CHARGE PER UNIT*			
Tier	Current Tiers Monthly	Current Charge Per Unit Effective January 19, 2023	Charge Per Unit Effective January 18, 2024
1	1 - 4 Units	\$10.75	\$11.40
2	5 - 8 Units	\$15.72	\$16.66
3	9+ Units	\$19.02	\$20.16

ALL OTHER CUSTOMERS – MONTHLY WATER RATE QUANTITY CHARGE PER UNIT*		
Customer Type	Current Effective January 19, 2023	Effective January 18, 2024
Multi-Family	\$14.33	\$15.19
All Other Customers	\$15.27	\$16.19

\*1 Unit = 748 Gallons



MONTHLY FIRE SERVICE CHARGE (by Service Line Size)	
Current Effective January 19, 2023	Effective January 18, 2024
Per Inch	Per Inch
\$7.56	\$8.01

Portable (Hydrant) Meters		
	Current Effective January 19, 2023	Effective January 18, 2024
Monthly Rental Charge	\$106.00	\$112.36
Quantity Charge Per Unit*	\$15.27	\$16.19

**Water Shortage Rates**

Living in California means that Californians are faced with water shortages during drought conditions, natural disasters, or catastrophic infrastructure failures. In its current Water Shortage Contingency Plan (required by California Water Code Section 10632), District staff outlined recommended actions and procedures for managing water supply and demand during six water shortage levels described as stages. These stages are:

- 1) Water Shortage Advisory | Up to 10% water shortage
- 2) Water Shortage Emergency Warning | Up to a 20% water shortage
- 3) Water Shortage Emergency | Up to 30% water shortage
- 4) Water Shortage Severe Emergency | Up to 40% water shortage
- 5) Water Shortage Extreme Emergency | Up to 50% water shortage
- 6) Water Shortage Catastrophic Emergency | > 50% water shortage

Successful water rationing programs result in reduced water sales and increased costs to incorporate changes to the District's water supply sources. Expenditures do not decline in proportion to reduced sales because a large part of expenditures are related to fixed capital costs, maintenance, and operations. The District's Rate and Fee Schedule includes Water Shortage Rates that correspond to the six water shortage stages listed above and that could be implemented in the event of a water shortage. **Water shortage rates are not automatically applied during a water shortage or drought. The decision to implement water shortage rates is discretionary and made the Board of Directors.** The Water Shortage rates show the maximum rate levels that could be charged per unit during the six Water Shortage Emergency Levels. Water Shortage Rates may be implemented after 1) approval of the Board of Directors; and 2) upon 30 day written notice to all customers prior to the effective date during the water shortage emergency situations.

Current Water Shortage Rates Effective 1/19/2023 MONTHLY QUANTITY CHARGE PER UNIT* – by each Water Shortage Stage								
Customer Type		Baseline**	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single Family</b>								
Tier 1	1-4 units	\$10.75	\$13.22	\$15.12	\$16.89	\$19.27	\$23.60	\$36.17
Tier 2	5-8 units	\$15.72	\$19.32	\$22.11	\$24.70	\$28.18	\$34.51	\$52.88
Tier 3	9+ units	\$19.02	\$23.38	\$26.75	\$29.89	\$34.09	\$41.75	\$63.99
<b>Multi-Family:</b>		\$14.33	\$17.62	\$20.15	\$22.52	\$25.69	\$31.45	\$48.21
<b>Non-Residential:</b>		\$15.27	\$18.77	\$21.48	\$24.00	\$27.37	\$33.52	\$51.37

Note: Stage Rate equals Baseline plus Water Shortage Rate for each Stage  
 \*\* Baseline = Quantity Charge effective 1/19/2023

Water Shortage Rates To Be Effective 1/18/2024 MONTHLY QUANTITY CHARGE PER UNIT – by each Water Shortage Stage								
Customer Type		Baseline***	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
<b>Single Family</b>								
Tier 1	1-4 units	\$11.40	\$13.97	\$15.98	\$17.88	\$20.43	\$25.07	\$38.57
Tier 2	5-8 units	\$16.66	\$20.41	\$23.35	\$26.13	\$29.86	\$36.64	\$56.37
Tier 3	9+ units	\$20.16	\$24.69	\$28.26	\$31.62	\$36.13	\$44.34	\$68.21
<b>Multi-Family:</b>		\$15.19	\$18.61	\$21.29	\$23.83	\$27.22	\$33.41	\$51.39
<b>Non-Residential:</b>		\$16.19	\$19.83	\$22.69	\$25.40	\$29.02	\$35.61	\$54.78

Note: Stage Rate equals Baseline plus Water Shortage Rate for each Stage  
 \*\*\* Baseline = Quantity Charge effective 1/18/2024

\*1 Unit = 748 Gallons



***YOUR DOLLARS AT WORK***  
***Coastside County Water District's***  
***Infrastructure Improvement Projects***



**Ongoing and Recently Completed Projects**

<b>\$9,000,000</b>	Nunes Water Treatment Plant Improvements	August 2021-June 2024
<b>\$1,900,000</b>	Grandview Neighborhood Pipeline Replacements	March, 2023
<b>\$700,000</b>	Pipeline Replacement Under Creek at Pilarcitos Ave (Strawflower)	December, 2022
<b>\$700,000</b>	Fire Hydrant Replacement Project	Ongoing
<b>\$500,000</b>	Poplar Avenue East Pipeline Replacement	December, 2023
<b>\$400,000</b>	Miramar Neighborhood/ Magellan and Medio Pipeline Restoration Projects	Spring, 2024
<b>\$250,000</b>	Myrtle & 2nd Avenue Valve Replacement Project	Spring, 2024
<b>\$200,000</b>	5,000 Gallon Diesel tank and 1,000 Gallon Unleaded Tank- Funded by grant from California Office of Emergency Services.	December, 2022





## Future Projects- Next Five Years

\$9,000,000	Carter Hill Tank Replacement Project
\$3,000,000	Highway 92- Pipeline Restoration Project and Replacement of Welded Steel Line
\$2,500,000	Pine/Willow/Oak Neighborhood Pipeline Replacement Project
\$2,000,000	San Vicente/ Deniston Water Supply Project
\$500,000	Denniston Well Field Replacement Project
\$500,000	Upper Pilarcitos Well Field Replacement Project

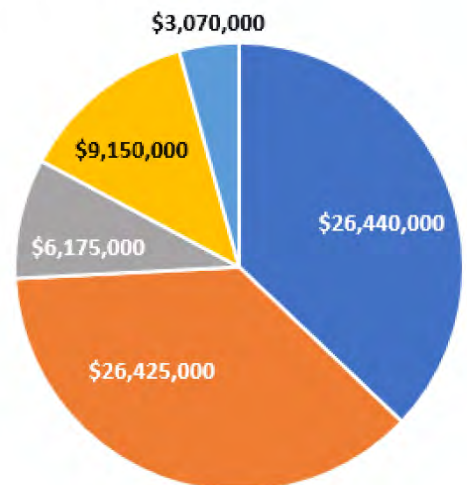


## The Value of Water Infrastructure

**FY2023-2024 to FY2032-2033  
10 Year Capital Improvement Program  
\$71 Million**



- Water Tanks, Pump Stations, Wells
- Pipeline Projects
- Water Treatment Plants
- Water Supply Development
- Equipment and Facilities





YOUR BEST PROTECTION

## ACWA JPIA

P.O. Box 619082  
Roseville, CA  
95661-9082

phone  
916.786.5742  
800.231.5742

[www.acwajpia.com](http://www.acwajpia.com)

### Core Values

- People
- Service
- Integrity
- Innovation

11/27/2023

RECEIVED

NOV 29 2023

COASTSIDE COUNTY  
WATER DISTRICT

Coastside County Water District (C030)  
766 Main Street  
Half Moon Bay, CA 94019-1925

General Manager:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the "**President's Special Recognition Award**" certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Coastside County Water District (C030) with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2024.

Sincerely,

A handwritten signature in black ink that reads 'Melody McDonald'.

Melody McDonald  
President

Enclosure: President's Special Recognition Award(s)




# President's Special Recognition Award

The President of the  
**ACWA JPIA**  
hereby gives Special Recognition to

## Coastside County Water District

for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"  
in the Property Program for the period 07/01/2019 - 06/30/2022  
announced at the Board of Directors' Meeting in Indian Wells.



Melody McDonald, President



November 27, 2023



# *President's Special Recognition Award*

*The President of the*

**ACWA JPIA**

*hereby gives Special Recognition to*

## *Coastside County Water District*

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"  
in the Workers' Compensation Program for the period 07/01/2019 - 06/30/2022  
announced at the Board of Directors' Meeting in Indian Wells.*



*November 27, 2023*

*Melody McDonald*

*Melody McDonald, President*



## Amended and Updated Water System LOS Goals and Objectives November, 2023

In 2008, the SFPUC adopted Level of Service Goals and Objectives (Levels of Service or LOS) for the Water Enterprise in conjunction with the approval of the Water System Improvement Program Programmatic Environmental Impact Report. Those Levels of Service provided the basis for many of the WSIP project designs. These Amended and Updated LOS Goals and Objectives build from the base of those adopted in 2008. They generally retain the 2008 Levels of Service and carry them forward with additions to be sure that Levels of Service are maintained, to clarify them, and to cover areas that were not included in 2008, such as In-City Delivery Reliability and Workforce and Community Support.

### **GOAL: Drinking Water Quality – *maintain high water quality***

#### *Objectives:*

- Operate and maintain Regional Water System facilities to comply with or surpass all current and future federal and state drinking water quality requirements.
- Provide clean, unfiltered water originating from Hetch Hetchy Reservoir, filtered water from Bay Area watersheds, and appropriately treated water from other sources.
- Continue to implement watershed protection measures in the SFPUC's Peninsula, Alameda and Tuolumne watersheds to protect watershed ecosystems and drinking water quality.
- Maintain applied research, planning and outreach programs to ensure customer water quality expectations are met.
- Respond to 100% of In-City customer service inquiries or complaints about water quality within 2 business hours of initial contact and regional water system events upon exceedance of established threshold criteria.

### **GOAL: Regional Seismic Reliability – *maintain ability to meet current seismic standards***

#### *Objectives:*

- Design and construct water and related power system improvements to meet current seismic standards (e.g., Division of Safety of Dams), and regularly evaluate the ability of the system to meet current seismic standards.
- Maintain or resume delivery of 229 million gallons per day (mgd) to the three regions in the SFPUC service area (East/South Bay, Peninsula, and San Francisco) within 24 hours after a major earthquake. The performance objective is to provide delivery to at least 70 percent of the turnouts in each region, with 104, 44, and 81 mgd delivered to the East/South Bay, Peninsula, and San Francisco, respectively.
- Restore facilities to meet a daily demand of 265 mgd within 30 days after a major earthquake.

### **GOAL: Regional Delivery Reliability – *maintain delivery reliability during normal operations and maintenance***

#### *Objectives:*

- Meet all local, state, and federal water, power, and environmental regulations to support the proper operation of the water system and proper operation of power facilities<sup>1</sup> essential to the operation of the water system
- Provide operational flexibility to allow planned maintenance shutdown of individual facilities without interrupting customer service.
- Provide operational flexibility to minimize the risk of service interruption due to unplanned facility upsets or outages.
- Maintain emergency response and recovery plans for major water delivery assets to minimize the duration of unplanned outages.
- Provide operational flexibility and system capacity to replenish local reservoirs as needed.
- Operate and maintain Regional Water System facilities to meet a daily peak demand of 300 mgd.
- Operate and maintain Regional Water System facilities to meet a daily demand of 265 mgd under the conditions of one planned shutdown of a major facility for maintenance (a reach of a San Joaquin Pipeline or a reach of a Bay Division Pipeline) concurrent with one unplanned facility outage due to a natural disaster, emergency, or facility failure/upset. During planned shutdowns of the Tuolumne River supply, the system is able to meet full winter demands (approximately 150 mgd). In the event of an unplanned loss of

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<sup>1</sup> Kirkwood and Moccasin penstocks and powerhouses; electric transmission lines 3 – 6 and 9 - 11; and Intake, Warnerville and Calaveras substations/switchyards.

## Amended and Updated Water System LOS Goals and Objectives November, 2023

one water treatment plant, the water system can still meet a minimum delivery of 115 mgd, until the Tuolumne River supply can be returned to service. Planned shutdowns of the Tuolumne River supply are restricted to the period November 1 through March 31, and no longer than 60 days with special exceptions for shutdowns of up to 100 days. The return-to-service goal for planned shutdowns of the Tuolumne River supply is no more than 7 days.

- Operate upcountry and Bay Area water reservoirs to optimize water supply and comply with environmental regulations while mindful of downstream conditions.
- Provide Wholesale Customers with timely information and data sufficient to support operational decision-making of their retail systems.

### **GOAL: In-City Seismic Reliability – *reduce vulnerability to earthquakes***

#### **Objectives:**

- **Storage.** Maintain seismically reliable potable water storage to provide at least 20 pounds per square inch (psi) pressure throughout each pressure zone.
- **Fire Suppression.** In conjunction with the Emergency Firefighting Water System, within three hours of a major earthquake, provide at least 50% of anticipated water demand from post-seismic fires in each of 46 Fire Response Areas, and at least 90% of City-wide average water demand from post-seismic fires.
- **Water Supply Restoration.** Deliver basic life sustaining water supply (for hygiene, sanitation, and consumption if boiled or disinfected) and ensure potable water system restoration.
  - Within 24 hours, limited network of critical transmission mains (greater than or equal to 12-inch diameter) that serve major hospitals<sup>2</sup> will be pressurized.
  - Within 72 hours, limited network of critical secondary distribution system pipelines (< 12-inch diameter) will be pressurized.
  - Within 7 days, limited network of critical transmission and distribution mains will be disinfected and restored to potable service.
  - Within 90 days, secondary distribution system will be restored to potable service.
  - Utilize alternative water sources such as groundwater to supplement Sunset & Sutro Reservoirs.

### **GOAL: In-City Delivery Reliability – *reliably deliver water to all in-City retail customers***

#### **Objectives:**

- Maintain potable water storage to provide at least two days of winter day demand plus minimum 2 hours of fire suppression at 3 hydrants (1,500 gallons per minute [gpm] from each hydrant) in each pressure zone with storage greater than one million gallons, and two hydrants (1,500 gpm from each hydrant) for each pressure zone with storage  $\leq$  one million gallons.
- Maintain minimum pressure of 20 psi throughout the distribution system.
- Respond to 100% of customer service inquiries or complaints regarding water service within 2 business hours of initial contact.
- Maintain deliveries such that  $\leq$  1.0% of service connections are without water for up to 4 hours as a result of an unplanned outage per year.
- Maintain deliveries such that  $\leq$  0.5% of service connections are without water for 8 hours or longer as a result of an unplanned outage per year.

### **GOAL: Water Supply – *meet customer water needs in non-drought and drought periods***

#### **Objectives:**

- Meet an average annual water demand of 265 mgd from the SFPUC watersheds for retail and wholesale customers during non-drought years consistent with the Water Supply Agreement between San Francisco and its Wholesale Customers in Alameda, San Mateo, and Santa Clara Counties.
- Meet dry-year delivery needs while limiting rationing to a maximum 20 percent system-wide reduction in water service during extended droughts.
- Diversify and improve use of new water sources and drought management, including groundwater, recycled water, conservation, transfers, storage expansion, purified water, desalinated water, and technological innovations that can increase supply and/or water use efficiency.

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<sup>2</sup> Current goal is major trauma centers (UCSF Medical Center and SF General Hospital) but may be expanded to additional critical care facilities in coordination with San Francisco Department of Emergency Management and other City agencies.



## Amended and Updated Water System LOS Goals and Objectives November, 2023

- Maintain San Francisco retail residential potable water use below 45 gallons per capita per day.
- Realize annual Real Water Losses<sup>3</sup> of less than 10% of water supplied to San Francisco.
- Meet 80% of San Francisco's Recreation and Parks Department irrigation demands with recycled water by December 31, 2025.

### **GOAL: Environmental Stewardship – *maintain high environmental performance standards***

#### **Objectives:**

- Meet all current and anticipated environmental legal requirements.
- Manage SFPUC watershed and right of way lands to protect and restore native ecological resources, protect and preserve cultural resources, and minimize wildfire risk.
- Manage and operate the Water Enterprise assets consistent with the Water Enterprise Environmental Stewardship Policy.

### **GOAL: Sustainability – *enhance sustainability in all system activities (environmental, economic, and social)***

#### **Objectives:**

- **Energy Utilization**
  - Maintain a gravity-driven water system.
  - Minimize the carbon footprint of all water system operations through sustainable design and operational practices.
- **Security**
  - Comply with or surpass all current and future federal and state physical and cyber security requirements.
- **Workforce Support**
  - Attract, develop, and retain a healthy, safe, well-trained, productive, and well-equipped workforce, reflective of the communities the SFPUC serves.
  - Provide and promote opportunities for knowledge transfer and staff development in areas critical to meeting the Levels of Service.
  - Implement the Water Enterprise Racial Equity Action Plan.
- **Community Support**
  - Be mindful of and responsive to community needs throughout the SFPUC service area, as part of operating and maintaining the water system.
  - Maintain a proactive program of public outreach regarding all aspects of the water system.
  - Provide the public with appropriate educational opportunities by providing education programs and recreational opportunities (where appropriate) in cooperation with other local, state, and federal agencies.
  - Expand targeted, thoughtful efforts to build relationships with Federally Recognized Tribes and other California Native Americans.<sup>4</sup>
  - Manage watershed and right of way lands to protect cultural and tribal resources.
- **Effective Asset Management**
  - Ensure cost-effective use of funds and other resources.
  - Implement effective asset management programs for all assets (facilities, lands, and equipment) consistent with the SFPUC's Asset Management Policy.
  - Adequately maintain Regional Water System assets - annually complete 80% of preventive maintenance work, 80% of corrective maintenance work, and have <10% of assets in unserviceable state.
  - Provide water meter data for fair and timely billing of both wholesale and retail water customers, as well as effective management of water supplies.
- **Strategic Planning**
  - Continually evaluate and plan for changing environmental, fiscal, and social conditions, (e.g. climate change, development, regulation and other factors outside of the SFPUC's control) that influence the ability to achieve these Levels of Service.

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<sup>3</sup> Water that escapes the water distribution system, including leakage and storage overflows.

<sup>4</sup> California Governor Executive Order B-10-11 and Native American Heritage Commission

## **PUBLIC UTILITIES COMMISSION**

City and County of San Francisco

RESOLUTION NO. 23-0210

WHEREAS, The San Francisco Public Utilities Commission (SFPUC) Water Enterprise operates the Regional Water System, which delivers water to communities in Alameda, San Mateo and Santa Clara Counties, and customers within the City and County of San Francisco; and

WHEREAS, On October 30, 2008, by Resolution No. 08-0200, this Commission approved the Water System Improvement Program (WSIP) to upgrade San Francisco's regional and local water system and achieve Level of Service Goals and Objectives, which include meeting average annual water demand of 265 million gallons per day (mgd) through 2018; reevaluation of forecasted 2030 Regional Water System demand projections and water supply options by 2018, and SFPUC decision in 2018 regarding Regional Water System deliveries after 2018; and meeting dry year delivery needs while limiting rationing to a maximum of twenty percent system wide during droughts; and

WHEREAS, Prior to approval of the WSIP, the San Francisco Planning Department prepared a Program Environmental Impact Report for the WSIP in compliance with the California Environmental Quality Act (CEQA) and the San Francisco Planning Commission certified the WSIP Final Program Environmental Impact Report in Planning Commission Motion No. 17734; and

WHEREAS, In its Resolution 08-0200, this Commission reviewed and considered the WSIP Program Environmental Impact Report and made findings about the identified significant impacts, mitigation measures and alternatives, as well as a statement of overriding considerations, as required by CEQA, and adopted a Mitigation Monitoring and Reporting Program as part of its approval of the WSIP; and

WHEREAS, on November 14, 2023, the San Francisco Planning Department determined that the proposed 2023 Amended and Updated LOS Goals and Objectives would not meet the definition of a project under CEQA Guidelines sections 15378 and 15060(c)(2) because they would not result in a direct or indirect physical change in the environment, and even if they were a project under CEQA, the amendments would not require additional review per CEQA Guidelines section 15162, as there is no indication that any of the circumstances specified therein requiring additional review have occurred; and

WHEREAS, The 2023 Amended and Updated LOS Goals and Objectives accomplish the following purposes, with reference to the 2008 LOS Goals and Objectives:

- Keeping the 2008 LOS Goals and Objectives largely intact with some modifications.

- Expanding the LOS Goals and Objectives from designing and constructing facilities to include operating and maintaining facilities, and periodically reviewing the standards that are referenced in the 2008 LOS Goals and Objectives.
- Expanding the LOS Goals and Objectives to include seismic reliability and delivery reliability for In-City facilities.
- Expanding the LOS Goals and Objectives for Water Supply to delete the “through 2018” text in the LOS goal addressing the ability to ultimately deliver up to 265 MGD of average annual demand with no more than 20% rationing and include maintaining a low level of residential per capita demand in-City and maintaining a low level of Real Water Loss.
- Expanding and renaming the Environmental Stewardship LOS Goals and Objectives to better reflect the SFPUC’s commitment to Environmental Stewardship.
- Including a new Sustainability Goals and Objectives section to ensure alignment with the SFPUC’s Strategic Plan for Energy Utilization, Workforce Support, Community Support, Cost-effectiveness, and Strategic Planning;

now, therefore, be it

RESOLVED, That this Commission hereby approves the 2023 Amended and Updated LOS Goals and Objectives.

*I hereby certify that the foregoing resolution was adopted by the Public Utilities Commission at its meeting of November 28, 2023.*

  
Secretary, Public Utilities Commission

# BAWSCA

Bay Area Water Supply & Conservation Agency

## BAWSCA Delivers Valuable Results for the Region's Water Users

- **Ensuring a reliable supply of high-quality water at a fair price** for BAWSCA's 1.8 million water users in Alameda, San Mateo, and Santa Clara counties, including more than 40,000 businesses and hundreds of communities.
- **Saving BAWSCA's water users \$47 million** through oversight of the water supply agreement with San Francisco.
- **Making valuable investments in water conservation resulting in a 27% reduction in total water use since 2003**, including educating water customers about the importance of using water wisely.
- **Helping residential water customers in the three counties respond aggressively and responsibly** to recent droughts, and to Governor Gavin Newsom's request for a reduction in water use, achieving a low per capita use of 60 gallons per person per day.
- **Providing close oversight and making specific recommendations for the State mandated \$4.8 billion rebuilding of San Francisco's 100-year-old, 165-mile long, earthquake-vulnerable Regional Water System**, which is 99 percent complete, to protect all water users who depend on it.

"A multicounty agency authorized to plan for and acquire supplemental water supplies, encourage water conservation and use of recycled water on a regional basis."

[BAWSCA Act, AB2058 (Papan - 2002)]



*On May 19, 2023, BAWSCA completed its first 20 years since it was formed by member agencies following authorization by the California Legislature with the passage of AB 2058 in 2002.*

BAWSCA has the authority to coordinate water conservation, supply and recycling activities for its member agencies; acquire water and make it available to other agencies on a wholesale basis; finance projects, including improvements to the Regional Water System; and build facilities jointly with other local public agencies or on its own to carry out the agency's purposes.

## BAWSCA SERVICE AREA



## BAWSCA AGENCIES

Alameda County Water District	Millbrae
Brisbane	Milpitas
Burlingame	Mountain View
California Water Service Company	North Coast County Water District
Coastside County Water District	Palo Alto
Daly City	Purissima Hills Water District
East Palo Alto	Redwood City
Foster City/Estero MID	San Bruno
Guadalupe Valley MID	San Jose
Hayward	Santa Clara
Hillsborough	Stanford University
Menlo Park	Sunnyvale
Mid-Peninsula Water District	Westborough Water District

*Nicole Sandkulla, CEO/General Manager*  
*155 Bovet Road, Suite #650, San Mateo, CA 94402*  
*650.349.3000 | [www.bawasca.org](http://www.bawasca.org)*

## **MONTHLY REPORT**

**To:** Mary Rogren, General Manager  
**From:** James Derbin, Superintendent of Operations  
**Agenda:** December 12, 2023  
**Report Date:** December 8, 2023

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### **Monthly Highlights**

- Pilarcitos Wells on and currently pumping 340gpm
- New Nunes Halogen chlorine analyzer probe installed and integrated into SCADA
- New Sedimentation Basin turbidimeter is integrated into SCADA
- CPR/First Aid refresher complete

**November Sources:** Crystal Springs/Pilarcitos Lake and Wells/Denniston

### **Projects**

- Nunes Water Treatment Plant Improvement Project – Ongoing
  - Commissioning of Filter 4 complete. Filter 3 in commissioning phase now. New sedimentation basin startup successful. Need to make some program adjustments with sludge valve operation.
- EKI Environment and Water, Inc.
  - Medio and Magellan project should start early 2024
  - Myrtle Street/2<sup>nd</sup> Ave. valve replacement project due to start in early 2024
  - Hwy 92 Emergency repair scoping/design/planning/easements – 90% comments in. ESA is working on CEQA and Permitting
  - Poplar Water Main Project Mainline in working on services – Nearly complete less punchlist.
- HDR, Inc.
  - Half Moon Bay Tank replacement project
    - Plans for replacement of HMB tanks 1&2 at 100% design, comments in.
    - CEQA Notice of Exemption filed, CDPx submitted to City Planning Dept.
- Stetson Engineers Inc.
  - 90% San Vicente Pipeline Design - staff comments in, met with design engineers and staff to discuss. Revised plans are in and under staff review for final comments.