

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: February 11, 2025

Report Date: February 7, 2025

Subject: Approval of a Professional Services Agreement with West Yost Associates for Assistance with Preparation of the District's 2025 Urban Water Management Plan

Attachment: Proposal for Engineering Services

Recommendation/Motion: Authorize the General Manager to execute a professional services agreement with West Yost Associates for assistance with preparation of the District's 2025 Urban Water Management Plan, for a time-and-materials cost not to exceed \$92,030

Background:

[Urban Water Management Plans](#) (UWMP) are prepared by urban water suppliers to support their long-term resource planning and to ensure adequate water supplies. Every urban water supplier that either provides over 3,000 acre-feet of water annually or serves more than 3,000 or more connections is required to assess the reliability of its water sources over a 20 year planning horizon. The requirements for UWMPs are found in California Water Code, §10601-10657. The Department of Water Resources reviews the submitted plans to make sure water suppliers have completed the requirements identified in the Urban Water Management Planning Act.

The deadline for submitting the 2025 UWMP to the Department of Water Resources is July 1, 2026. The Department of Water Resources is currently developing guidance for the 2025 UWMP. The UWMP must be adopted by the Board of Directors before it can be submitted to the state.

2025 UWMP:

Staff recommends using West Yost Associates, a leading water resources planning firm, to assist the District in publishing a 2025 UWMP that meets the Urban Water Management Plan Act requirements and DWR reporting requirements. West Yost Associates can provide expert peer review of staff analysis along with information provided by SFPUC and assist with publishing of the 2025 UWMP. The UWMP

preparation and reporting involves significant District staff effort, along with the assistance that West Yost Associates will provide to make the best use of District staff's time.

The attached proposal from West Yost Associates outlines their work scope and provides a time-and-materials cost estimate of \$92,030.

Fiscal Impact:

\$92,030 over two fiscal years (FY2024-2025 and FY2025-2026)



6800 Koll Center Parkway
Suite 150
Pleasanton CA 94566

925.426.2580 phone
530.756.5991 fax
westyost.com

January 23, 2025

SENT VIA: EMAIL

Cathleen Brennan
Water Resources Analyst
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

SUBJECT: Proposal for Engineering Services – Preparation of 2025 Urban Water Management Plan Update

Dear Cathleen:

Per your request, presented herein is West Yost Associates' (West Yost) proposal to provide the Coastside County Water District (District) with engineering services related to the preparation of the District's 2025 Urban Water Management Plan (UWMP) Update.

As you know, the Urban Water Management Planning Act, as incorporated in California Water Code (CWC) §10601 through §10657, requires every urban water supplier in California that either provides over 3,000 acre-feet of water annually, or serves more than 3,000 urban connections, to prepare and adopt an UWMP that includes specified content, including an urban water shortage contingency analysis. The adopted UWMP must be submitted to the California Department of Water Resources (DWR) and other entities. Urban water suppliers are required to submit an UWMP every five years. The next UWMP, the 2025 UWMP, is due on July 1, 2026.

West Yost understands the District's need for a 2025 UWMP that provides an accurate description of the District's existing and projected future water demands and supplies, ensures consistency with the District's other planning efforts, and meets the 2025 UWMP requirements so that it is accepted by DWR. West Yost will prepare a 2025 UWMP for the District for submittal to DWR before the July 1, 2026 deadline. Our proposed scope of work will:

- Leverage our knowledge and understanding of the District's water supply and water system issues to efficiently prepare the District's 2025 UWMP
- Provide a coordinated approach to preparing the District's 2025 UWMP in conjunction with the DWR's anticipated release of the Guidebook for Preparation of the 2025 UWMPs
- Maximize and make best use of District staff's limited time

REQUIREMENTS FOR 2025 UWMPs

Requirements for UWMPs have changed dramatically since the Urban Water Management Planning Act was first passed in 1983. Recent drought events and climate change concerns have influenced the development and adoption of legislation that have made UWMPs become the primary document for reporting on water agencies' water conservation efforts, compliance requirements, and water shortage contingency planning. Many of these requirements were addressed in the District's 2020 UWMP. No substantive changes to the requirements have been adopted since the completion of the District's 2020 UWMP.

The Department of Water Resources has not yet released its guidance for the preparation of the 2025 UWMP. Requirements for the 2025 UWMP are anticipated to build on the planning and reporting provided in the District's 2020 UWMP. Key updates from the 2020 UWMP to be provided in the District's 2025 UWMP are anticipated to include the following:

1. Water Supply Reliability Assessment – a water supply and demand assessment which compares the total water supply sources available to the District with the long-term total projected water use over the next 20 years (to 2045, preferably to 2050), in five-year increments, for a normal water year, a single dry water year, and a drought lasting five consecutive water years (CWC §10635(a))
2. Drought Risk Assessment – an assessment of the District's water supply reliability assuming that the Years 2026 to 2030 will be the five dry consecutive years (CWC §10635(b)).
3. Water Use Target Compliance – compliance with previously adopted 2020 per capita water use targets in accordance with SBX7-7 (Water Conservation Act of 2009, SBX7-7; CWC §10608.20)
4. Water Loss Quantification – a summary report quantifying the District's system water loss for years 2021 to 2025, and indicating compliance with the District's distribution loss standard as established by the State Water Resources Control Board (CWC §10631(d)(3)(c))
5. Groundwater Management Compliance – status update on Sustainable Groundwater Management Act (SGMA) compliance activities (i.e., status of Groundwater Sustainability Agency (GSA) activities and Groundwater Sustainability Plan (GSP) implementation) (CWC §10631(b)(4))

Further, since the completion of the 2020 UWMP, the State experienced another multi-year drought event. West Yost will work with the District to refine and update its Water Shortage Contingency Plan (WSCP) as needed.

PROPOSED UPDATES TO THE DISTRICT'S UWMP

The 2025 UWMP organization is anticipated to be substantially similar to the 2020 UWMP. Each chapter of the 2025 UWMP will be prepared based on DWR guidelines and required DWR tables. West Yost uses UWMP chapters templates developed by our team that result in clear and concise chapters which meet the Water Code and DWR requirements. Table 1 outlines the anticipated 2025 UWMP chapters and describes the updates that are anticipated for each chapter.

The Water Code requires a planning horizon of 20 years, up to 2045 for the 2025 UWMP. However, DWR suggests a minimum 25-year planning horizon for land use planning actions and California Environmental Quality Act (CEQA) compliance. Therefore, we recommend using a 2050 planning horizon for the District's 2025 UWMP.

Table 1. Anticipated UWMP Chapter Updates	
Chapter	Anticipated Updates
Executive Summary	<ul style="list-style-type: none"> West Yost will prepare a summary of UWMP findings and conclusions in simple, concise language to serve as the Lay Description required by CWC §10630.5.
Chapter 1. Introduction and Overview	<ul style="list-style-type: none"> West Yost will provide an introduction and overview of the 2025 UWMP.
Chapter 2. Plan Preparation	<ul style="list-style-type: none"> West Yost will document the District’s process for plan preparation, along with its coordination efforts with its wholesaler, the public, and other agencies. West Yost will support the District’s required coordination with the public, other agencies, and other stakeholders; if requested, West Yost will provide a template for the UWMP Notice of Preparation to be sent to the cities, county, and other stakeholders.
Chapter 3. System Description	<ul style="list-style-type: none"> West Yost will work with the District to prepare updates to the written description of the physical service area. The District is anticipated to provide historical and projected (through 2050) service area population data. Data may be obtained from the State Department of Finance population projections and the Association of Bay Area Government’s Plan Bay Area 2050. West Yost will work with District staff to update required maps including a jurisdictional area map, service area map, distribution area map, and system schematic. West Yost will report on the District’s seismic risk assessment of water facilities conducted in accordance with CWC §10632.5.
Chapter 4. System Water Use	<ul style="list-style-type: none"> West Yost will use information provided by the District to develop this chapter. The District will provide updates to the historical demand data for the last five years (2021-2025) and a written description of any updates to the District’s water use reduction plan. The District will provide information and data related to its water loss reporting policies and procedures and compliance with the State water loss standards. The District will provide water demand projections through 2050. The District will provide recycled water demand projections through 2050, if any. West Yost will incorporate information on climate change impacts on water demands to the extent that information is available.
Chapter 5. SBX7-7 Baselines and Targets	<ul style="list-style-type: none"> West Yost will use information provided by the District to develop this chapter. The District will provide actual 2025 water use in early 2026, for West Yost to report on the District’s compliance with its 2020 per capita water use target.
Chapter 6 System Supplies	<ul style="list-style-type: none"> The District will provide updates to the written descriptions of existing water sources, including SFPUC supplies, groundwater supplies, and recycled water supplies. West Yost will work with the District to prepare updated descriptions of water transfer opportunities, recycled water and desalinated water opportunities, and future water projects. West Yost will collaborate with the District to update the general written descriptions of imported (purchased) supplies and agreements with SFPUC and BAWSCA. West Yost will incorporate information on climate change impacts to the District’s supply sources to the extent that information is available. West Yost will document information regarding the District’s compliance with SGMA, including GSA formation and GSP preparation and implementation.
Chapter 7. Water Supply Reliability Assessment	<ul style="list-style-type: none"> West Yost will coordinate with the District to evaluate availability and reliability of groundwater supplies in single dry and multiple dry years. West Yost will prepare a Drought Risk Assessment for the District for the period from 2026 through 2030.

Table 1. Anticipated UWMP Chapter Updates	
Chapter	Anticipated Updates
Chapter 8. Water Shortage Contingency Planning	<ul style="list-style-type: none"> The District will provide updates to the District’s current WSCP and will prepare the required revenue and expenditure analysis. West Yost will incorporate updates the District may have to its current WSCP. West Yost will report on the District’s seismic risk assessment of water facilities conducted in accordance with SB 664 based on information from the regional Hazard Mitigation Plan and/or its Water Infrastructure Act (AWIA) compliance documents.
Chapter 9. Demand Management Measures	<ul style="list-style-type: none"> West Yost will incorporate updates the District may have on current and planned implementation of its Demand Management Measures.
Chapter 10. Plan Adoption, Submittal and Implementation	<ul style="list-style-type: none"> West Yost will document the District’s adoption of the 2025 UWMP.
Supporting Documents	<p>Appendices will include, but not be limited to, the following:</p> <ul style="list-style-type: none"> UWMP tables required by DWR (prepared by West Yost) SBX7-7 tables required by DWR (prepared by West Yost) Notification letters of UWMP update (prepared by District) Public notice of UWMP hearing (prepared by District) UWMP adoption resolution (prepared by District) DWR UWMP checklist (prepared by West Yost) Water loss audits (prepared by District) Energy Intensity Documentation (prepared by District) – Inclusion of water energy data is limited to information that the urban water supplier can readily obtain and calculation or estimation of energy intensity remains voluntary (CWC §10631.2); water energy information related to the District’s system supplies will be included to the extent that information is available.

Our proposed Scope of Work is described below. Note that as of the date of this proposal, the DWR Guidebook for the Preparation of 2025 UWMPs and reporting spreadsheets has not yet been released. The DWR 2025 UWMP Guidebook may have different and/or additional requirements that are not listed in Table 1. Once the DWR Guidebook is available, specific requirements for the 2025 UWMPs will be reviewed. If different and/or additional DWR requirements will require additional work effort beyond that included in this proposal, West Yost will notify the District. Any additional services not included in this Scope of Work will be performed only after receiving written authorization and a corresponding budget augmentation from the District.

BASIC SCOPE OF WORK

West Yost’s Basic Scope of Work includes the following tasks:

- Task 1. Attend Meetings with District Staff
- Task 2. Collect and Review Data
- Task 3. Prepare Administrative Draft 2025 UWMP
- Task 4. Prepare Public Draft 2025 UWMP
- Task 5. Provide Support for the Public Hearing and Adoption
- Task 6. Prepare Final 2025 UWMP
- Task 7. Respond to Questions/Comments from DWR
- Task 8. Project Management, Coordination, and Quality Assurance/Quality Control

Each of these tasks is described below.

Task 1. Attend Meetings with District Staff

West Yost will attend the Project kick-off meeting and progress meetings as discussed below.

Task 1.1. Attend Kick-off Meeting and Develop Plan Milestones

Upon receiving Notice to Proceed, West Yost will schedule a kick-off meeting with District staff. The main purpose of the kick-off meeting will be to discuss preparation of the 2025 UWMP, data requirements, and plan objectives, and to define roles and responsibilities of District staff and West Yost for the preparation of the 2025 UWMP. The following items will be discussed at the kick-off meeting:

1. Proposed organization of the 2025 UWMP;
2. Proposed schedule for the preparation of the 2025 UWMP;
3. Data needs for the preparation of the 2025 UWMP (see Task 2);
4. Noticing requirements for the UWMP and WSCP preparation and adoption; and
5. Schedule dates and times for notices and progress meetings (see Task 1.2).

Based on the meeting discussion, West Yost will prepare a detailed chapter outline for the 2025 UWMP, including a description of chapter contents and due dates for completion of the various chapters of the 2025 UWMP. This chapter outline will then be referenced during the progress meetings to track overall project progress (see Task 1.2).

West Yost will also prepare a schedule for the preparation of the 2025 UWMP showing key milestone dates including completion of the Draft 2025 UWMP, public noticing requirements, public review and comment periods, public hearing dates, and dates for the District Board of Directors to consider adopting the 2025 UWMP. Establishing and meeting these milestone dates will be critical for the efficient and timely development of the 2025 UWMP and the ability to meet the July 1, 2026 deadline for submittal of the District Board of Directors adopted 2025 UWMP to DWR.

Task 1.2. Progress Meetings

Throughout the preparation of the 2025 UWMP, West Yost will coordinate with District staff on the progress of the project. This coordination is assumed to occur via conference calls with key District and West Yost staff. For budgeting purposes, West Yost has assumed that twelve (12) 30-minute conference calls will be conducted at regular intervals during the preparation of the 2025 UWMP. These calls will be scheduled on mutually agreed upon days and times during the period from approximately Fall 2025 through Spring 2026. During these calls, progress on the various sections of the 2025 UWMP will be discussed, along with any issues or problems being encountered. Progress in meeting the key project milestone dates established in the project schedule will also be discussed. These coordination calls will assist in keeping the project on schedule.

Task 1 Assumptions

- All meetings will be conducted virtually via Teams or similar application.
- A one-hour virtual kickoff meeting is assumed.
- Twelve 30-minute progress meetings are assumed for the duration of the project.

Task 1 Deliverables

- West Yost will provide a chapter outline for 2025 UWMP and project schedule.
- West Yost will provide agenda, summary meeting notes, and decisions and action items discussed during progress meetings.

Task 2. Collect and Review Data

West Yost will collect and review the data and available reports needed to prepare the 2025 UWMP. The following specific data will be required from the District for the 2025 UWMP:

1. Water Service Area Statistics (including number of connections by customer sector and population served);
2. Historical (through 2025) and projected (through 2050) potable water and recycled water (if any) use by customer sector;
3. Historical (through 2025) and projected (through 2050) potable water and recycled water (if any) production by source;
4. Documented reduction in water supply;
5. Low-income housing projections;
6. Water loss data/water audits for 2021 through 2025; and
7. Current and planned demand management measures and other water conservation program data.

West Yost will prepare an initial data request that will be submitted to the District prior to the kick-off meeting. A second data request will be submitted in late 2025/early 2026 to request water use and production data for the 2025 Calendar Year, for use in confirming compliance with the District's adopted SBX7-7 target for 2020 (see Task 3).

West Yost will actively track the data collection effort, indicating data received and data that is still outstanding, and will report on the data collection effort progress during project progress meetings.

Task 2 Deliverables

- West Yost will provide a data request list (initial list at beginning of project and a second list in early 2026 to request 2025 data) with status updates on the data still outstanding.

Task 3. Prepare Administrative Draft 2025 UWMP

West Yost will prepare an Administrative Draft of the 2025 UWMP for review by the District.

Task 3.1. Prepare/Revise Required UWMP Sections/Chapters

The District's 2020 UWMP will be used as the base document for the preparation of its 2025 UWMP. West Yost will revise and update chapters as needed to comply with the specific requirements for 2025 UWMPs and to update water demand and supply data and projections as needed. West Yost will write and submit draft versions of each chapter for District review, as they are completed. Table 1 lists the specific chapters anticipated for the 2025 UWMP, along with assumptions for their preparation.

Task 3.2. Prepare Administrative Draft 2025 UWMP for District Review and Comment

West Yost will incorporate edits from the individual chapters completed in Task 3.1 before combining them into the Administrative Draft 2025 UWMP for District review and comment. The Administrative Draft 2025 UWMP will include all the required chapters, data tables, and plan appendices.

Task 3.3. Prepare DWR 2025 UWMP Checklist

Upon completion of the Administrative Draft 2025 UWMP, West Yost will also complete DWR's Urban Water Management Plan Checklist to demonstrate to DWR that all the required elements have been addressed and have been included in the District's 2025 UWMP. The location of the required elements within the UWMP will be cited in the checklist. The checklist will be included as an appendix of the 2025 UWMP.

Task 3 Assumptions

- District will return review comments for each chapter to West Yost within two weeks of receipt.

Task 3 Deliverables

- West Yost will provide drafts of each chapter of the 2025 UWMP in Word format for review and comment as they are completed.
- West Yost will provide the Administrative Draft 2025 UWMP in PDF format to the District for review and comment.
- West Yost will complete the DWR UWMP Checklist as an appendix to the 2025 UWMP.

Task 4. Prepare Public Draft 2025 UWMP

West Yost will address and incorporate comments from the District on the Administrative Draft and prepare the Public Draft 2025 UWMP for the District's circulation and required public review to comply with the minimum 14-day public review period.

Task 4 Deliverables

- West Yost will provide a PDF copy of the Public Draft 2025 UWMP for the District's circulation and public review.

Task 5. Provide Support for the Public Hearing and Adoption

West Yost will provide support to District staff related to preparing for and conducting a public hearing for the Public Draft 2025 UWMP. Specific support tasks will include assistance with the development of a PowerPoint presentation for the public hearing and in-person attendance at the public hearing to assist in responding to any questions from the District Board of Directors and/or the public.

West Yost will meet with District staff to review a draft presentation. District comments will be incorporated in the preparation a final presentation.

West Yost will meet with District staff to practice the presentation.

Task 5 Assumptions

- The District will prepare the required notices for the public hearing, the Board agenda item staff report, and resolution of adoption.
- Two one-hour virtual meetings are assumed for review and comment of the draft presentation, and to practice the presentation.
- The District will conduct the public hearing and consider UWMP adoption in one Board of Directors meeting.

Task 5 Deliverables

- West Yost will prepare a draft and a final PowerPoint presentation of the Public Draft 2025 UWMP.

Task 6. Prepare Final 2025 UWMP

West Yost will incorporate any comments from the public and the District Board of Directors into the Final 2025 UWMP. West Yost will also upload the final document to DWR's WUEdata portal and submit a copy to the State Library.

Task 6 Deliverables

- West Yost will provide a PDF copy of the Final 2025 UWMP for the District's distribution and use.
- West Yost will provide an email confirmation of a successful upload of the Final 2025 UWMP to DWR's WUEdata portal.

Task 7. Respond to Questions/Comments from DWR

West Yost will provide the District with assistance in responding to DWR comments on the submitted Final 2025 UWMP, if any. Because the exact nature or extent of DWR's comments cannot be determined at this time, West Yost's level of effort to respond cannot be specifically estimated. For the purposes of this proposal, up to eight (8) hours of senior level engineering support has been estimated.

Task 7 Deliverables

- West Yost will respond to DWR review comments as needed.

Task 8. Project Management, Coordination, and Quality Assurance/Quality Control

Project management includes those general management activities that are not specific to any one task, including overall project management; coordination of activities and communication with District staff; and invoicing. West Yost will provide overall project management activities associated with this project. The day-to-day management activities will include the scheduling of resources to perform the work, coordinating between project staff, and communicating project progress with District staff.

West Yost's QA/QC policy requires all work products to be reviewed at the principal level prior to submittal. The DWR UWMP Checklist described in Task 3-3 will be used as part of West Yost's QA/QC procedures to confirm that all plan requirements are addressed.

Task 8 Assumptions

- The duration of this project is assumed to be 12 months, excluding the DWR UWMP review period for completeness.

Task 8 Deliverables

- West Yost will provide monthly invoices with summary activities completed during the previous month.

Assumptions

West Yost prepared the basic scope of work provided above based on the following key assumptions:

1. The tasks and proposed schedule described above are based on the current (as of February 2025) water code provisions as they relate to UWMPs. If subsequent changes are made to the water code which require additional elements and/or additional analysis to be included in the 2025 UWMP, the scope of work may need to be revised to complete the 2025 UWMP.
2. The DWR Guidebook for the 2025 UWMPs is assumed to be available by June/July 2025 and will provide guidance on 2025 UWMP requirements, organization, and tables.
3. The District will prepare and send required notices and provide documentation of coordination with the public and other agencies. The District will post the required newspaper notices. West Yost may provide templates for required notices upon request. The District will provide copies of such notices to West Yost for inclusion in an appendix to the 2025 UWMP.
4. The water facility seismic risk assessments required by SB 664 have been or will be conducted by the District as a separate effort from this project. Completion of these assessments will be documented in the 2025 UWMP; however, budget to complete seismic risk assessments is not included in this project. The District may comply with this requirement by submitting a copy of the most recent adopted local hazard mitigation plan or multi-hazard mitigation plan under specified federal law that addresses seismic risk.
5. The District shall conduct a public hearing for the Public Draft 2025 UWMP, and the District Board of Directors shall adopt the 2025 UWMP before submittal to DWR in accordance with the Water Code. The due date for submittal of the 2025 UWMP to DWR is July 1, 2026.

SCHEDULE

West Yost will work with District staff to meet the current required deadline for adoption and submittal of the 2025 UWMP to DWR by July 1, 2026. If this deadline date is changed by DWR, West Yost will coordinate with District staff to modify the project schedule as needed.

COMPENSATION

West Yost will perform the Basic Scope of Work described above on a time and materials basis, at the billing rates set forth in West Yost's attached Billing Rate Schedule, for a not to exceed budget of \$92,030. This budget includes \$1,600 of direct costs associated with production of hard copies as may be required by the District and the California State Library. Any additional services not included in this Scope of Work will be performed only after receiving written authorization and a corresponding budget augmentation from the District. The costs associated with performing the Basic Scope of Work described above are summarized in Table 2.

Table 2. Table of Estimated Project Hours and Budget		
Task	Level of Effort, hours	Estimated Budget, dollars
Task 1. Attend Meetings with District Staff	20	6,800
Task 2. Collect and Review Data	26	7,360
Task 3. Prepare Administrative Draft 2025 UWMP	194	52,140
Task 4. Prepare Draft 2025 UWMP	24	6,220
Task 5. Provide Support for the Public Hearing and Adoption	10	3,280
Task 6. Prepare Final 2025 UWMP	16	4,200
Task 7. Respond to Questions/Comments from DWR	8	2,360
Task 8. Project Management and Coordination	26	8,070
Direct Costs		1,600
Total Project Hours and Budget	324	92,030

We look forward to continuing to work with you and assisting the District with this important project. Please do not hesitate to call me at (925) 461-6793, if you have any questions or need additional information.

Sincerely,
WEST YOST



Elizabeth Drayer, PE
Project Manager
RCE #46872

cc: Rhodora Biagtan
Bonnie Robison

Attachment A: 2025/2026 Rate Schedule



Attachment A

2025/2026 Rate Schedule

2025/2026 Rate Schedule

(Effective July 1, 2025, through July 31, 2026)

POSITIONS	LABOR CHARGES (DOLLARS PER HOUR)
ENGINEERING	
Principal/Vice President	\$385
Engineer/Scientist/Geologist Manager I / II	\$363 / \$381
Principal Engineer/Scientist/Geologist I / II	\$328 / \$349
Senior Engineer/Scientist/Geologist I / II	\$295 / \$310
Associate Engineer/Scientist/Geologist I / II	\$245 / \$264
Engineer/Scientist/Geologist I / II	\$191 / \$222
Engineering Aide	\$115
Field Monitoring Services	\$142
Administrative I / II / III / IV	\$105 / \$131 / \$157 / \$174
ENGINEERING TECHNOLOGY	
Engineering Tech Manager I / II	\$379 / \$381
Principal Tech Specialist I / II	\$347 / \$359
Senior Tech Specialist I / II	\$318 / \$332
Senior GIS Analyst	\$288
GIS Analyst	\$272
Technical Specialist I / II / III / IV	\$203 / \$231 / \$259 / \$290
Technical Analyst I / II	\$145 / \$174
Technical Analyst Intern	\$117
Cross-Connection Control Specialist I / II / III / IV	\$152 / \$164 / \$184 / \$205
CAD Manager	\$229
CAD Designer I / II	\$178 / \$201
CONSTRUCTION MANAGEMENT	
Senior Construction Manager	\$367
Construction Manager I / II / III / IV	\$218 / \$233 / \$247 / \$314
Resident Inspector (Prevailing Wage Groups 4 / 3 / 2 / 1)	\$196 / \$218 / \$243 / \$252
Apprentice Inspector	\$178
CM Administrative I / II	\$94 / \$128
Field Services	\$252

- Hourly rates include charges for technology and communication, such as general and CAD computer software, telephone calls, routine in-house copies/prints, postage, miscellaneous supplies, and other incidental project expenses.
- Outside services, such as vendor reproductions, prints, and shipping; major West Yost reproduction efforts; as well as engineering supplies, etc., will be billed at the actual cost plus 15%.
- The Federal Mileage Rate will be used for mileage charges and will be based on the Federal Mileage Rate applicable to when the mileage costs were incurred. Travel other than mileage will be billed at cost.
- Subconsultants will be billed at actual cost plus 10%.
- Expert witness services, research, technical review, analysis, preparation, and meetings will be billed at 150% of standard hourly rates. Expert witness testimony and depositions will be billed at 200% of standard hourly rates.
- A finance charge of 1.5% per month (an annual rate of 18%) on the unpaid balance will be added to invoice amounts if not paid within 45 days from the date of the invoice.

2025/2026 Rate Schedule

(Effective July 1, 2025, through July 31, 2026)

Equipment Charges

EQUIPMENT	BILLING RATES
2" Purge Pump & Control Box	\$300 / day
Aquacalc / Pygmy or AA Flow Meter	\$28 / day
Emergency SCADA System	\$35 / day
Field Vehicles (Groundwater)	\$1 / mile
Gas Detector	\$80 / day
Generator	\$60 / day
Hydrant Pressure Gauge	\$10 / day
Hydrant Pressure Recorder, Impulse (Transient)	\$55 / day
Hydrant Pressure Recorder, Standard	\$40 / day
Low Flow Pump Back Pack	\$135 / day
Low Flow Pump Controller	\$200 / day
Powers Water Level Meter	\$32 / day
Precision Water Level Meter 300ft	\$30 / day
Precision Water Level Meter 500ft	\$40 / day
Precision Water Level Meter 700ft	\$45 / day
QED Sample Pro Bladder Pump	\$65 / day
Storage Tank	\$20 / day
Sump Pump	\$24 / day
Transducer Communications Cable	\$10 / day
Transducer Components (per installation)	\$23 / day
Trimble GPS – Geo 7x	\$220 / day
Tube Length Counter	\$22 / day
Turbidity Meter	\$30 / day
Turbidity Meter (2100Q Portable)	\$35 / day
Vehicle (Construction Management)	\$10 / hour
Water Flow Probe Meter	\$20 / day
Water Quality Meter	\$50 / day
Water Quality Multimeter	\$185 / day