

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, General Manager

Agenda: October 8, 2024

Date: October 4, 2024

Agenda Title: Approval of Professional Services Agreement with EKI Environment and Water, Inc. for Engineering Services for the Pilarcitos Well Field Replacement Project

Recommendation/Motion:

Authorize the General Manager to enter into a professional service agreement with EKI Environment and Water, Inc. for engineering services for the Pilarcitos Well Field Replacement Project for \$378,300.

Background:

The District currently has six wells in Pilarcitos Canyon under the influence of surface water. Five of the six wells were installed over 45 years ago and the sixth, nearly 30 years ago. In recent years, these wells have required increased maintenance due to the scale buildup which results in reduced yield and operational limitations. The wells are currently not integrated into the District's SCADA system and require fully manual operation. The District would like to replace these wells to regain capacity to optimize production allowed under its Pilarcitos Creek surface water rights license (1.5 cubic feet per second at any given time and up to 360 acre-feet total from November 1 through March 31) as well as to connect to the SCADA system to automate operation.

In September 2024, Jonathan Sutter from EKI Environment and Water, Inc. ("EKI") conducted an initial review of the site along with its subconsultant, Environmental Science Associates, Inc. to assess the possibility of replacing these wells. As a result of this review, EKI has submitted the attached proposal to provide engineering services for the Pilarcitos Well Replacement Project.

The scope of the project includes providing the following services for (6) wells:

Task 1: Field Investigations – including reviewing water quality sampling and video logs and performing topographic surveying within the project area.

Task 2: Design Services.

Task 3: Permitting and CEQA Support - ESA will prepare a CEQA and permitting strategy memorandum and will assist the District in preparing required permits.

Task 4: Bid Support

Task 5: Engineering Support During Construction.

Tasks 1, 2, and 3 are estimated to be completed by March, 2024, allowing for possible construction of replacement wells in Summer, 2025.

The Pilarcitos Well Replacement Project will enable the District to maximize use of this critical water source for the District for generations to come. Completion of this project will enable the District to regain capacity to optimize production of the wells; to automate and to improve efficiency of operations; and to provide for generator access during power outages.

Fiscal Impact: \$378,300.

1 October 2024

Mary Rogren
 General Manager
 Coastside County Water District
 766 Main Street
 Half Moon Bay, California 94019

Subject: Proposal for Engineering Services for the Pilarcitos Well Field Replacement Project
 Coastside County Water District, Half Moon Bay, California
 (EKI B80108.39)

Dear Ms. Rogren:

EKI Environment & Water, Inc. (EKI) is pleased to provide this proposal to Coastside County Water District (District) for engineering services for the Pilarcitos Well Field Replacement Project (Project). This proposal has been prepared in response to the District's request.

PROJECT UNDERSTANDING

The District has six raw shallow wells under the influence of surface water located along Pilarcitos Creek that they would like to replace at the same sites. The wells serve as the points of diversion for the District's surface water rights to Pilarcitos Creek (License for Diversion and Use of Water No. 10598). Each well pumps into the District's raw water pipeline that also conveys raw water from Stone Dam and the Crystal Springs Pump Station. The wells are at the end of their useful life and have increased maintenance requirements due to scale buildup which results in reduced yield and operational limitations. In addition, the wells are currently not integrated into the District's SCADA system and require fully manual operation. Well construction details are as follows:

Well No. ¹	Year of Construction	Depth (ft bgs)	Diameter (inches)	Seal Depth (ft bgs)	Screen (ft bgs)	Filter Pack (ft bgs)	Well Material	Pump Size (hp)
1	1969	80	10	12	12 - 76	unknown	Steel	10
3	1969	57	10	19	unknown	unknown	Steel	10
3A	1965	57	10	19	unknown	unknown	Steel	10
4	1972	60	10	10	10 - 60	No filter pack	Steel	unknown
4A	1995	57	10	10	12 - 52	10 - 65	PVC	30
5	1979	50	10	10	10 - 50	10 - 50	Steel	unknown

ft bgs = feet below ground surface hp = horsepower

1) Wells 2 and 6 have been abandoned and are not part of this replacement project.

Each well site also has existing power that is anticipated to be sufficient for the new wells.

The District would like to replace the wells to regain capacity to optimize production allowed under its Pilarcitos Creek surface water rights license (1.5 cubic feet per second at any given time and up to 360 acre-feet total from November 1 through March 31). This project includes constructing new wells using corrosion-resistant materials (e.g., PVC or stainless steel), associated concrete pads, piping, valves, and appurtenances, and connections to the raw water pipeline. EKI understands that the District would also like to add variable frequency drives (VFDs) and cellular connections to the Districts SCADA system for each well so the wells can be monitored and controlled remotely with increased automation.

PROPOSED SCOPE OF WORK

EKI proposes the following tasks as part of this scope of work. For each of these tasks, EKI will also be providing project management services, including budget tracking, invoicing, preparation of progress reports, and staff management.

Task 1: Field Investigations

EKI and its surveying subconsultant will perform the following pre-design field investigations:

Water Quality Sampling and Analysis, and Well Video Log Review

Based on the District's verbal authorization, EKI performed a site visit on 18 September 2024 to collect water and scale samples from two wells to determine the nature of the scale and corrosion within the wells and on the well pumps. Two samples each were collected from Well 1 (steel cased well) and Well 4A (PVC cased well). Samples were sent to the Water Systems Engineering, Inc. (WSE) laboratory for their Complete Well Profile and Scale Sample Analysis.

Following well rehabilitation and pump re-installation, the District will collect water samples from each well and send them to WSE to complete the suite of samples required for the analysis. The sampling site visit, laboratory analysis, and data review for all samples are included under this Task's budget.

Additionally, EKI understands that the District will be performing video logs on Well 1, Well 3 or 3A, and Well 4A. EKI will review these video logs to help inform our design of the new wells as described in Task 2.

Topographic Survey

EKI's subconsultant Underwood & Rosenblum, Inc. (U&R) will perform topographic surveying within the Project area. U&R will perform field and office work for complete site mapping, including setting and surveying semi-permanent survey control points suitable for future construction staking. The survey will be based on North American Datum of 1983 (NAD83) and North American Vertical Datum of 1988 (NAVD88). The survey will include enough area, surface features, existing utilities (based on available as-built records, markings, and maps from relevant agencies), and detail to support development of the Project basemap.

Task 2: Design Services

EKI and our structural and instrumentation, control, and electrical (ICE) subconsultant TJC and Associates, Inc. (TJCAA) will provide three design submittals corresponding to 50%, 90% and Final design level development. The 50% design deliverable will include civil and mechanical plan/section sheets, select electrical and instrumentation sheets, draft technical specifications, and an opinion of probable construction cost (OPC). The 90% Design submittal will include all anticipated design drawings, specifications, and an OPC. The Final Design submittal will be an updated OPC and signed and stamped contract documents ready for bid. A design review meeting will be held for the 50% and 90% design submittals with comments documented and tracked to confirm incorporation into the subsequent design deliverables.

The anticipated list of contract drawings for the Project is presented in Table 1 below.

Table 1. Anticipated List of Contract Drawings

Sheet No.	Description
General	
G1	Title Sheet
G2	Abbreviations/Design Criteria
G3	General Notes and Legend
Civil	
C1	Overall Site Plan and Key Map
C2	Demolition (typical well site)
C3	Proposed Well Site Plan 1 (two well sites per sheet)
C4	Proposed Well Site Plan 2 (two well sites per sheet)
C5	Proposed Well Site Plan 3 (two well sites per sheet)
C6	Civil Details 1
C7	Civil Details 2
C8	San Mateo County BMPs sheet
Structural	
GS1	Structural General Notes
GS2	Structural Standard Details
S1	Well Pads
Mechanical	
M1	Typical Well Plan and Section
M2	Mechanical Details
M3	Well Details
M4	Wellhead Completion Details
Electrical	
GE1	Electrical Legend and Abbreviations
GE2	Electrical Installation Details
E1	Well Single Line Diagram, Elevation, and Grounding Schematic – Typical
E2	Electrical Site Plan
E3	Well Power, Signal, and Lighting Plan
E4	Electrical Schedules
E5	Well Pump Control Schematic
Instrumentation	
GI1	Instrumentation Legend and Abbreviations
GI2	Instrumentation Installation Details
I1	Well P&ID – Typical
I2	SCADA System Network Diagram – Partial
I3	Control Panel Elevation
I4	Sample Wiring Diagrams

Deliverables:

- 50% Design Submittal: A PDF of the plans, OPC, and technical specifications. Microsoft Word files of the front-end specifications.
- 90% Design Submittal: A PDF of the plans, OPC, and specifications (technical and front-end). Microsoft Word files of the specifications (technical and front-end).
- 100% Design Submittal: A PDF of the plans, OPC, and specifications (technical and front-end). Microsoft Word files of the specifications (technical and front-end). Two (2) Hardcopies of plans.
- 50% and 90% Design Review Meeting minutes and comment logs within five (5) business days of the meetings.

Assumptions:

- Design documents will be based on the District standard front end, technical specifications, and details, with EKI preparing additional technical specifications and details, as necessary.
- Wellhead piping, process and control strategy, and equipment specifications are assumed to be typical for all wells (sizing may vary).
- Well design schematics will be based on the existing well logs; however, final design of each well will be based on the geology observed during drilling. Final design of each well is included in Task 5.
- Structural design will be submitted as part of the 90% and 100% submittals only.
- Existing Electrical service is available and adequate. No coordination with power utility required.
- The EKI Team will coordinate SCADA design with the District's SCADA integrator.
- Full-sized plan sheets will be 22" x 34".
- The District will review and provide comments at the 50% and 90% levels of design.

Task 3: Permitting and CEQA Support

EKI will work with its subconsultant Environmental Science Associates (ESA) to prepare California Environmental Quality Act (CEQA) documentation and permit paperwork. ESA will prepare a CEQA and permitting strategy memorandum (memo) which will include a brief Project summary, presenting available information on the locations, extent of work, and timing of construction activities. The memo will also provide a preliminary assessment of whether project activities could result in substantial adverse effects for any of the environmental topics identified on the CEQA Guidelines' Appendix G environmental checklist. This analysis will include the results of State resource database searches (i.e., California Natural Diversity Database and Northwest Information Center's California Historical Resources Information System) and reconnaissance-level site assessments by an ESA biologist and archaeologist.

In preparing the memo, ESA will assess whether project activities, as described in the Project summary, could affect areas or resources under the jurisdiction of federal, state or local environmental regulatory agencies (e.g., U.S. Army Corps of Engineers [Corps], National Marine Fisheries Service, U.S. Fish and

Wildlife Service, San Francisco Bay Regional Water Quality Control Board [RWQCB], California Department of Fish and Wildlife [CDFW], and San Mateo County Planning and Building Department), and thus trigger permit requirements.

Upon initial review, the proposed Project appears to qualify for an exemption from the requirements of the California Environmental Quality Act (CEQA), and Project sites appear to be outside the jurisdictions of the Corps, RWQCB, and CDFW. During the desktop and field assessments described above, ESA staff will assess project site locations relative to the resource agencies' standard jurisdictional boundaries.

The Project sites are located within the County's Local Coastal Program (LCP) jurisdiction and would normally require a coastal development permit (CDP) from the Planning and Building Department. The LCP exempts certain types of development from the requirement to obtain. For example, Zoning Regulation Section 6328.5 exempts from the CDP requirements the maintenance, alteration, or addition to existing structures. However, that regulation states that public works facilities are excluded from the exemption. ESA will work with the District to obtain confirmation from the County as to whether the project might qualify for any other exemption or if a CDP is required.

Drawing upon the Project description information and preliminary impact assessment, the memo will identify and describe the potential benefits and drawbacks of feasible CEQA and permitting compliance pathways. Drawing upon the results of the analysis, along with input from the District regarding priorities for project implementation, the memo will include a recommendation for the optimal CEQA and permitting strategy. If the memo concludes that the project qualifies for a CEQA or CDP exemption, ESA will complete the corresponding form for District submission to the County.

Deliverables:

- Draft and final permitting strategy memorandum (electronic PDF file)
- Draft and final CEQA and CDP exemption forms, if applicable (electronic PDF file)

Assumptions:

- The biological and cultural resources reconnaissance-level field surveys can be completed in one day by two ESA staff.
- This task will be completed by the end of 2024 or early January 2025.

Task 4: Bid Support

During the bidding period, EKI will participate in a pre-bid meeting, provide the District responses to questions from prospective bidders, prepare up to two addenda, provide a review of bids to determine if bids are responsive and responsible. EKI will prepare a conformed set of contract documents that incorporates any changes included in the addenda.

Deliverables:

- Pre-bid meeting agenda and minutes.
- Response to bidders' questions.
- Up to two (2) bid addenda.

- Bid review, tabulation, and recommendations email.
- Conformed contract documents.

Assumptions:

- EKI will coordinate with Barker Blue to host the Bid Documents. The District will pay any fees directly to Barker Blue.
- Responses to bidder's questions will be transmitted electronically.
- Up to two bid addenda will be required.

Task 5: Engineering Support During Construction

EKI and TJCAA (EKI Team) will provide engineering services during construction. These services will include pre-construction meeting attendance, submittal reviews, response to contractor requests for information (RFIs), assistance with the review of contract change orders (CCOs), construction review for acceptance, assistance with punch-list preparation, and preparation of record drawings. EKI will perform periodic site visits, perform inspection during well construction, attend construction meetings, and/or perform additional inspections as requested.

Deliverables:

- Preconstruction meeting agenda and minutes.
- Submittal review letters.
- RFI response letters.
- PDF copy of record drawings and borehole logs.
- Electronic file of CAD drawings.

EKI Assumptions:

- EKI Team will attend the preconstruction meeting.
- Submittals and RFI communication shall be through email employing PDFs using EKI's standard forms for submittal and RFI review.
- EKI Team will review up to 42 submittals and 7 resubmittals at an assumed level of effort of 3 hours per review.
- EKI Team will review up to 14 RFIs at a level of effort of 4 hours per review.
- EKI Team will review up to two (2) CCOs at a level of effort of 7 hours per review.
- EKI will perform inspection and oversight of key well drilling tasks, as follows:
 - Observe drilling and log each borehole at a level of effort of 5 hours per well;
 - Review geophysical logs and prepare final well designs at a level of effort of 3 hours per well;

- EKI Team will perform general construction coordination and startup support at a level of effort of 2 hours per week assuming 12 weeks of active construction.
- EKI Team will attend periodic site visits during well equipping (2 assumed) and one final site walk after construction is complete.
- District will provide construction management and inspection services and will issue Notice of Award, Notice to Proceed, and review contractor invoices.
- EKI Team will prepare record drawings and final borehole logs based on the redline drawings provided by the Contractor and field observations.

Optional Task 5A: Well Construction Inspection

If requested by the District, EKI will perform additional inspection during well construction, which may include observing and documenting installation of well casing, screen, filter pack, and sanitary seal.

Deliverables:

- Daily field notes.

EKI Assumptions:

- Proposed fee assumes 6 days of additional inspection.

PROJECT SCHEDULE

EKI anticipates the following schedule:

TASK	2024				2025							
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
Task 1 - Field Investigations												
Water Quality Samples		█	█									
Topographic Survey			█	█								
Task 2 - Design Services												
50% Design			█	█								
District Review and 50% Design Meeting					◆							
90% Design					█	█						
District Review and 90% Design Meeting							◆					
100% Design						█						
Task 3 - Permitting and CEQA Support			█	█	█							
Task 4 - Bid Support							█					
Task 5 - Engineering Services During Construction										█	█	█

- LEGEND
- ◆ Design Review Meeting
 - █ Task duration

COMPENSATION FOR CONSULTING SERVICES

We propose that compensation for consulting services by EKI be on a time and expense reimbursement basis in accordance with our attached current Schedule of Charges, dated 1 January 2024. Based on the proposed Scope of Work described above, we propose a budget of \$367,400 for the completion of Tasks

1 through 5 and \$378,000 including optional Task 5A as shown by task in Table 2 below and detailed in Table 3, attached.

Table 2. Proposed Cost by Tasks

Task	Description	Task Total
1	Field Investigations	\$31,500
2	Design Services	\$166,800
3	Permitting and CEQA Support	\$38,600
4	Bid Support	\$13,100
5	Engineering Services During Construction	\$117,400
5A	Optional Task: Well Construction Inspection	\$10,900
Total Estimated Budget without Optional Task		\$367,400
Total Estimated Budget with Optional Task		\$378,300

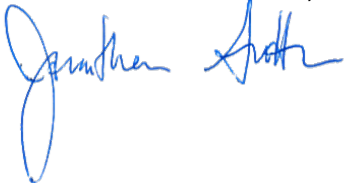
TERMS AND CONDITIONS

Other than the scope of work, budget, and schedule herein, the work will be performed in accordance with our current Professional Services Agreement.

Thank you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9100 with any questions.

Very truly yours,

EKI ENVIRONMENT & WATER, INC.



Jonathan Sutter, P.E.
 Supervising Engineer



C. David Umezaki, P.E.
 Principal Engineer

cc: Tyler Colyer, EKI

Attachments

Table 3: Estimated Fee - Pilarcitos Well Field Replacement Project
 Schedule of Charges, dated 1 January 2024

Table 3. Estimated Fee - Pilarcitos Well Field Replacement Project

Coastside County Water District, Half Moon Bay, California
(EKI B80108.39)

TASKS	ESTIMATED EKI LABOR HOURS					LABOR COST (\$)	SUBCONSULTANTS				OTHER DIRECT COSTS				MARKUP ON DIRECT COSTS 10%	TOTAL DIRECT COSTS	TOTAL	
	G5 Engineer	G5 Geologist	Jeff Shaw, P.G., CHg	Tyler Colyer, P.E.	Jonathan Sutter, P.E.		Surveying, U&R Fee	ICE, TJCAA Fee	Structural, TJCAA Fee	CEQA and Permitting, ESA	UNIT	QUANTITY	UNIT COST	TOTAL COST			TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
Task 1 - Field Investigations																		
Project Management					8	\$2,584											\$2,584	
Well Sampling and Site Visit			14	6	2	\$6,664				EA	2	\$2,250	\$4,500	\$450	\$4,950		\$11,614	
Sampling Data Review			4	2	1	\$2,131											\$2,131	
Well Video Review (3 wells)			4	4	2	\$3,074											\$3,074	
Topographic Survey	6			2		\$1,610	\$9,500			LS	1	\$30	\$30	\$953	\$10,483		\$12,093	
Communications Fee (EKI Labor Only)											4%	\$16,063			\$14		\$14	
Task 1 Subtotal	6		22	14	13	\$16,063								\$1,403	\$15,447		\$31,510	
Task 2 - Design Services																		
Project Management					16	\$5,168											\$5,168	
Develop 50% Plans	92	4	4	26	20	\$31,548											\$31,548	
Develop 50% Specifications	40	12	6	14	4	\$15,994											\$15,994	
Develop 50% Opinion of Probable Construction Cost	8	4	2	4		\$3,814											\$3,814	
QA/QC 50% Design Submittal					4	\$1,292											\$1,292	
Prepare, Conduct, and Document 50% Design Review	4		1	2	1	\$1,900											\$1,900	
Develop 90% Plans	46	2	2	14	8	\$15,438											\$15,438	
Develop 90% Specifications	20	6	4	6	2	\$7,984											\$7,984	
Develop 90% Opinion of Probable Construction Cost	4	2	1	2		\$1,907											\$1,907	
QA/QC 90% Design Submittal					4	\$1,292											\$1,292	
Prepare, Conduct, and Document 90% Design Review	4		1	2	1	\$1,900											\$1,900	
Develop Final Design Submittal	21	4	3	7	2	\$7,832				LS	1	\$300	\$300	\$30	\$330		\$8,162	
Develop Final Opinion of Probable Construction Cost	2			1	1	\$963											\$963	
QA/QC Final Design Submittal					2	\$646											\$646	
Structural and Instrumentation, Controls, and Electrical (ICE) Design (50%, 90%, and Final)								\$42,600	\$16,400					\$5,900	\$64,900		\$64,900	
Communications Fee (EKI Labor Only)											4%	\$97,678			\$3,907		\$3,907	
Task 2 Subtotal	241	34	24	78	65	\$97,678								\$5,930	\$69,137		\$166,815	
Task 3 - Permitting and CEQA Support																		
CEQA and Permitting (ESA)	8			2	4	\$3,232			\$32,000					\$3,200	\$35,200		\$38,432	
Communications Fee (EKI Labor Only)											4%	\$3,232			\$129		\$129	
Task 3 Subtotal	8			2	4	\$3,232								\$3,200	\$35,329		\$38,561	
Task 4 - Bid Support																		
Project Management					4	\$1,292											\$1,292	
Pre-Bid Meeting	4			4	2	\$2,546											\$2,546	
Bid Support (Prepare addendum, respond to questions, and review bids)	8		2	4	2	\$3,800	\$4,100							\$410	\$4,510		\$8,310	
Conformed Contract Documents	2			1		\$640											\$640	
Communications Fee (EKI Labor Only)											4%	\$8,278			\$331		\$331	
Task 4 Subtotal	14		2	9	8	\$8,278								\$410	\$4,841		\$13,119	
Task 5 - Engineering Support During Construction (ESDC)																		
Project Management					16	\$5,168											\$5,168	
Attend Pre-Construction Meeting	4	4		2	2	\$2,586											\$2,586	
Review Construction Submittals (30 submittals and 5 resubmittals)	58	24	6	18	8	\$23,476											\$23,476	

Table 3. Estimated Fee - Pilarcitos Well Field Replacement Project

Coastside County Water District, Half Moon Bay, California
(EKI B80108.39)

TASKS	ESTIMATED EKI LABOR HOURS					LABOR COST (\$)	SUBCONSULTANTS				OTHER DIRECT COSTS				TOTAL			
	G5 Engineer	G5 Geologist	Jeff Shaw, P.G., CHg	Tyler Colyer, P.E.	Jonathan Sutter, P.E.		Surveying, U&R Fee	ICE, TJCAA Fee	Structural, TJCAA Fee	CEQA and Permitting, ESA	UNIT	QUANTITY	UNIT COST	TOTAL COST	MARKUP ON DIRECT COSTS	TOTAL DIRECT COSTS	TASK BUDGET TOTALS (\$)	ROUNDED BUDGET TOTALS (\$)
Respond to Requests for Information (8 RFIs)	12	12	4	8	4	\$8,920										\$8,920		
Assist with the review of Contract Change Orders (2 CCOs)	8			4	2	\$3,206										\$3,206		
Inspection During Well Drilling and Construction																		
Drilling Observation and Logging Boreholes (5 hours per well)		24	6			\$5,742				DAY	3	\$130	\$390	\$13	\$403	\$6,145		
Geophysical Log Review and Final Well Design		8	8	2		\$4,316										\$4,316		
General Construction Management/Coordination (2 hr/wk for 12 wks)	18			6		\$4,830										\$4,830		
Site Visits During Well Equipping (2 Site visits)	12			8	6	\$6,398										\$6,398		
Final Construction Walk Through	4			4	4	\$3,192										\$3,192		
Prepare Borehole Logs (6)		24	12			\$7,524										\$7,524		
Preparation of Record Drawings	24			4	2	\$5,846				LS	1	\$300	\$300	\$30	\$330	\$6,176		
ESDC for Structural and ICE (14 submittals/resubmittals, 6 RFIs, 2 construction meetings, startup assistance, record drawings)								\$23,500	\$5,800					\$2,930	\$32,230	\$32,230		
Communications Fee (EKI Labor Only)											4%	\$81,204			\$3,248	\$3,248		
Task 5 Subtotal with Optional Task	140	96	36	56	44	\$81,204										\$117,415	\$117,400	
Optional Task 5A - Well Construction Inspection																		
As-Needed Well Construction Inspection		48	6			\$9,702				DAY	6	\$130	\$780	\$13	\$793	\$10,495		
Communications Fee (EKI Labor Only)											4%	\$9,702			\$388	\$388		
Task 5 Subtotal without Optional Task		48	6			\$9,702										\$10,883	\$10,900	
TOTALS WITHOUT OPTIONAL TASK:	409	130	84	159	134	\$206,455	\$9,500	\$70,200	\$22,200	\$32,000			\$5,520	\$13,916	\$160,966	\$367,421	\$367,400	
TOTALS WITH OPTIONAL TASK:	409	178	90	159	134	\$216,157	\$9,500	\$70,200	\$22,200	\$32,000			\$6,300	\$13,929	\$162,147	\$378,304	\$378,300	

Notes:

- EKI billing grades are as follows:
 "SPR": Senior Principal
 "PRI": Principal
 "SUP": Supervising Engineer or Scientist
 "SEN I and II": Senior Engineer or Scientist
 "ASC I and II": Associate Engineer or Scientist
 "G1, G2, G3...": Grade [1, 2, 3, ...] Engineer or Scientist
 "GIS/Database": GIS Operator (includes \$20/hr of CADD computer time)
- Expense Cost Units
 "LS": Lump Sum
- ICE = Instrumentation, Controls, and Electrical

Client/Address: Coastside County Water District
766 Main Street
Half Moon Bay, California 94019



Proposal/Agreement Date: 1 October 2024

EKI Proposal/Project # B80108.39

SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.

1 January 2024

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	345
Principal Engineer-Scientist	333
Supervising I, Engineer-Scientist	323
Supervising II, Engineer-Scientist	310
Senior I, Engineer-Scientist	297
Senior II, Engineer-Scientist	286
Associate I, Engineer-Scientist	275
Associate II, Engineer-Scientist	259
Engineer-Scientist, Grade 1	241
Engineer-Scientist, Grade 2	227
Engineer-Scientist, Grade 3	209
Engineer-Scientist, Grade 4	187
Engineer-Scientist, Grade 5	165
Engineer-Scientist, Grade 6	144
Project Assistant	135
Technician	129
Senior GIS / Database Analyst	170
CADD Operator / GIS Analyst	148
Senior Administrative Assistant	162
Administrative Assistant	128
Secretary	108

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel, and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

CADD and other specialized software computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.