



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Carolyn Graham • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Ashley Porter • Director – Lesley Belcher

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday, May 21, 2025 7:00 P.M.**

TO ATTEND IN PERSON: The meeting will be held at the Community Center located at 1601 Discovery Bay Boulevard.

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting.

TO ATTEND BY ZOOM WEBINAR: <https://us06web.zoom.us/j/85454370841>

TO ATTEND BY PHONE: +1 (669) 444 9171 or +1 (719) 359 4580 **WEBINAR ID:** 854 5437 0841

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance.
3. Roll Call.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting Minutes from May 7, 2025.
2. Approve Special Board of Directors DRAFT Meeting Minutes from April 30, 2025.
3. Monthly Disbursement Report – April 2025.

D. PRESENTATIONS

1. Veolia.

E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve Contract with HydroPoint Data Systems, Inc. for Irrigation Upgrades at Cornell Park in the Amount of \$24,037.86.
2. Discussion and Possible Action Authorizing Luhdorff & Scalmanini to Provide Design and Construction Engineering Services for the Sand Point Pipeline Replacement Project.
3. Discussion and Possible Action to Approve Contract with HydroCorp to Provide State Mandated Cross-Connection Services in the Amount of \$406,222.
4. Discussion and Possible Action to Approve an Amendment to the Scope of Work for the Water and Wastewater Rate Study with Lechowicz & Tseng Municipal Consultants.

F. MANAGER'S REPORT

1. Parks, Landscape and Recreation Updates.

G. GENERAL MANAGER'S REPORT

H. DIRECTOR REPORTS

I. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

J. CORRESPONDENCE

K. LEGAL REPORT

L. FUTURE AGENDA ITEMS

M. ADJOURNMENT

1. Adjourn to the next Regular Meeting of the Board of Directors on June 4, 2025 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



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**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday May 7, 2025 7:00 P.M.**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Director Porter led the Pledge of Allegiance.
3. Roll Call was taken, and all members were present with the exception of Director Belcher who was absent.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting Minutes from April 16, 2025.

Director Graves made a motion to approve the Consent Calendar.

Director Porter seconded.

Vote: Motion carried – AYES: 4 – Graham, Gutow, Graves, Porter, NOES: 0, ABSTAINED: 0, ABSENT: 1 - Belcher.

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.
None.
2. Sheriff's Office Report.
None.
3. Contra Costa County Fire Protection District Report.
None.
4. Contra Costa County Code Enforcement.

Joe Losado introduced the new Code Enforcement Officer for Discovery Bay, Chris Wilson.

- There is an individual impersonating a Code Enforcement Officer in Discovery Bay. They have been tagging vehicles.
- The bright lights on the liquor store have been disconnected.
- The taco truck parked on Highway 4 would be under the authority of CHP.

Director Belcher joined the meeting remotely at 7:04p.m.

E. MUNICIPAL ADVISORY COUNCIL

None.

F. PRESENTATIONS

None.

G. DISCUSSION AND POSSIBLE ACTION

None.

H. MANAGER'S REPORT

I. GENERAL MANAGER'S REPORT

1. Recap of Open House.

- 55 people attended the Open House.
- There were informational tables from Veolia, LSCE, CoACT24, the Rate Study, Cross-Connection, Parks & Recreation, and Town Legal Counsel at the event.

J. DIRECTOR REPORTS

1. Standing Committee Reports.

a. Parks & Recreation Committee Meeting (Committee Members Bryon Gutow and Carolyn Graham) May 7, 2025.

- Committee received updates on each of the Zones in the Town.

b. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Carolyn Graham) May 7, 2025.

- Committee received updates on both Sand Point Pipeline Replacement Project and State Mandated Cross Connection Program.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Byron Union School District - April 10, 2025 (Director Kevin Graves).

2. LAFCO - April 9, 2025 (Director Kevin Graves).

3. Confire - April 15, 2025 (Director Carolyn Graham).

L. CORRESPONDENCE

1. Contra Costa County Office of Emergency Services – Dated April 22, 2025.

M. LEGAL REPORT

None.

N. FUTURE AGENDA ITEMS

None.

O. ADJOURNMENT

1. Adjourned at 7:13 to the next Regular Meeting of the Board of Directors on May 21, 2025 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.



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PLATINUM LEVEL

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**MINUTES OF A SPECIAL BUDGET MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday, April 30, 2025 3:00 P.M.**

SPECIAL MEETING 3:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Called business meeting to order 3:00 p.m.
2. Director Belcher led the Pledge of Allegiance.
3. Roll Call was taken, and all members were present with the exception of Director Porter who was absent.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

C. BUSINESS AND ACTION ITEMS

1. Discussion Regarding Fiscal Year 2025-26 Proposed Operating Capital and Revenue Budgets.

Presented by Finance Manager Margaret Moggia.

- FY Budget challenges include operational costs outpacing cost of living increases, capital investment and asset renewal, and limited revenue increase necessary to support program and capital expenditures.
- Planned response consists of development of long-term financial forecast, identifying capital projects to reduce operational costs and evaluating and prioritizing capital project timing.
- Largest budgeted expense is Contract Operations.
- Administrative costs consist of office supplies, printing, advertising and most significantly insurance costs.
- Staffing consists of 23 positions.
- AB2561 states information on job vacancies and postings must be made available to the public. This will be adopted before the budget.
- District provides service to three County Zones which are fully reimbursed by Contra Costa County.
- Fund 20 Water Revenues: Reduction in anticipated interest earnings with use of reserves to pay for capital projects. Water revenue proposed rates are from the 2025 Rate Study.
- Fund 20 Water Expenses: Additional support to meet regulatory requirements for cross-connection and anticipated higher costs for electricity and repairs.
- Fund 21 Wastewater Revenues: Reduction in anticipated interest earnings with use of reserves to pay for capital projects. Water revenue proposed rates are from the 2025 Rate Study.
- Fund 21 Wastewater Expenses: Increase year over year – increase in contract operations contract costs to support operations, electricity costs, and higher anticipated property insurance costs
- Fund 40 Zone 8 & Community Center Revenues: Reduction in anticipated interest earnings with use of reserves to pay for capital projects and estimated increase on Ad Valorem (Secured Property Tax).
- Fund 40 Zone 8 & Community Center Expenses: Increase year over year – additional third-party vendor to support landscape efforts and hire staff to replace conservation corps.
- Fund 41 Zone 9 Revenues: Increase year over year – Engineer's Report to determine annual assessment rate.
- Fund 50 – JPA (Debt Financing): Annual debt service is \$539K for Water and \$1.8M for Wastewater.

- Water Capital Projects: Well #8 and initiate Well #2, Solar Project, Administration Building, Mainline Pipeline.
- Wastewater Capital Projects: Administration Building, Solar Project Phase II, System Improvements, Equipment Purchase, Security at WWTP#2.
- Zone #8 Capital Projects: Discovery Bay Entrance Sign, Community Center Upgrades, Phase II Patio Project.
- Public Hearing and consideration for Budget Adoption is scheduled for the June 18, 2025 Board of Directors Meeting.
- Operating Budget is approximately \$15 million.
- Capital Budget is approximately \$18 million.
- Town's assets total approximately \$90 million.

D. ADJOURNMENT

1. Adjourned at 4:32p.m. to the next Regular Meeting of the Board of Directors on May 7, 2025 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

AGENDA ITEM:
C3

Agenda Title: Monthly Disbursement Report – April 2025

Meeting Date: May 21, 2025

Prepared By: Margaret Moggia, Finance Manager and Alex Cassett, Account Clerk

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Receive and file.

EXECUTIVE SUMMARY:

In accordance with Financial Policy #031, Section VIII (F), the Finance Manager shall submit a register of District invoices paid in the preceding month.

The amounts paid represents the operating and capital expenditures for the month of April 2025 for a total amount of \$ 880,610.46.

FISCAL IMPACT:

Amounts paid are respectively budgeted in the fiscal year annual budget for each fund.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

Not applicable.

ATTACHMENTS:

1. Check Register – BOD Report.

Check Register - BOD Report
Check Issue Dates: 04/01/2025 - 04/30/2025

Check Number	Payee	Amount
2522	Concentra	\$406.00
2523	CPS HR Consulting	\$295.00
2524	National Aquatic Services, Inc.	\$700.00
2525	U.S. Bank Corporate Payment System	\$271.99
2526	Valencia Janitorial Plus	\$1,670.00
2527	Geotab USA, Inc.	\$106.65
2528	Neumiller & Beardslee	\$645.00
2529	Precision IT Consulting	\$537.60
2530	Alhambra	\$47.92
2531	Brentwood Ace Hardware	\$129.91
2532	Discovery Pest Control	\$99.00
2533	DoorKing Inc.	\$32.95
2534	Kaitlin Neely	\$97.52
2535	Lincoln Aquatics	\$77.08
2536	MDRR-Discovery	\$969.46
2537	National Aquatic Services, Inc.	\$750.00
2538	ODP Office Solutions, LLC	\$234.43
2539	Pacific Gas & Electric	\$2,289.40
2540	Town of Discovery Bay CSD	\$46,673.96
2541	Pacific Gas & Electric	\$7,524.84
15845	Ashley Porter	\$575.00
15846	Badger Meter	\$5,901.80
15847	CaliforniaChoice Benefit Admin	\$18,938.93
15848	Carolyn Graham	\$575.00
15849	Concentra	\$296.00
15850	Contra Costa County	\$1,857.40
15851	CPS HR Consulting	\$11,180.00
15852	Diablo Excavation & Construction	\$41,000.92
15853	Herc Rentals Inc.	\$2,446.76
15854	Kevin Graves	\$690.00
15855	Lechowicz & Tseng Municipal Consultants	\$3,240.00
15856	Precision IT Consulting	\$500.00
15857	Ricoh USA, Inc	\$703.97
15858	SDRMA	\$5,808.08
15859	Stantec Consulting Services Inc	\$6,284.50
15860	U.S. Bank Corporate Payment System	\$2,094.46
15861	Valencia Janitorial Plus	\$1,420.00

15862 Veolia Water North America	\$187,213.28
15863 Verizon Wireless	\$25.02
15864 Bay Area Air Quality Mgmt. District	\$599.00
15865 Bryon Gutow	\$460.00
15866 Denalect Alarm Company	\$126.00
15867 Diablo Excavation & Construction	\$18,773.60
15868 Discovery Pest Control	\$70.00
15869 Geotab USA, Inc.	\$130.35
15870 Water Utility Refund	\$20.41
15871 Herwit Engineering	\$12,000.00
15872 MDRR-Delta Debris Box	\$1,746.00
15873 Neumiller & Beardslee	\$3,966.84
15874 ODP Office Solutions, LLC	\$77.57
15875 PACE Supply Corp.	\$6,581.25
15876 Precision IT Consulting	\$7,588.46
15877 Town of Discovery Bay CSD	\$33,000.00
15878 Alhambra	\$166.82
15879 Brentwood Ace Hardware	\$345.24
15880 City Of Brentwood	\$2,173.38
15881 Contra Costa Water District	\$3,381.60
15882 Core & Main LP	\$272.04
15883 Diablo Excavation & Construction	\$22,565.78
15884 Luhdorff & Scalmanini	\$27,097.16
15885 Margaret Moggia	\$751.94
15886 Pacific Gas & Electric	\$14,206.08
15887 Umpqua Bank	\$17,080.75
15888 Aaron Goldsworthy	\$92.19
15889 Aflac	\$288.22
15890 Central Valley Salinity Coalition Inc.	\$3,555.56
15891 CoAct24 LLC	\$3,075.00
15892 Core & Main LP	\$2,571.56
15893 CTE Cal, Inc.	\$2,011.00
15894 Diablo Excavation & Construction	\$68,103.48
15895 Freedom Mailing Service, Inc	\$5,397.18
15896 Grainger	\$2,435.19
15897 Herc Rentals Inc.	\$2,446.76
15898 Lechowicz & Tseng Municipal Consultants	\$10,388.40
15899 ODP Business Solutions, LLC	\$127.62
15900 PACE Supply Corp.	\$3,025.24
15901 Pacific Gas & Electric	\$75,254.50
15902 Shane Denny	\$496.06
15903 Stantec Consulting Services Inc	\$25,371.00
15904 Upper Case Printing, Inc.	\$2,008.00
15905 Watersavers Irrigation Inc.	\$104.40

41125 Empower Retirement	\$4,417.00
41126 Empower Retirement	\$3,917.00
110704170 Conco West Inc.	\$138,035.00
	<hr/>
Grand Total	<u><u>\$880,610.46</u></u>

Water & Wastewater Monthly Presentation



— THE TOWN OF —
DISCOVERY BAY
Live Where You Play

April 2025

Safety & Training

- Arc Flash
- Causes of Accidents
- Ladder Safety
- Excavation & Trenching



660 Safe Work Days

WATER SYSTEM



WILLOW WTP

Well 1: **Active**
Well 2: **Offline**
Well 6: **Active**

Filter A: **Online**
Filter B: **Online**
Filter C: **Offline**
Filter 1: **Online**

5,369 gal
39.8 MG

< Sodium Hypochlorite >
< Water Production >

2,368 gal
40.0 MG

Total Water Demand: 79.8 MG

NEWPORT WTP

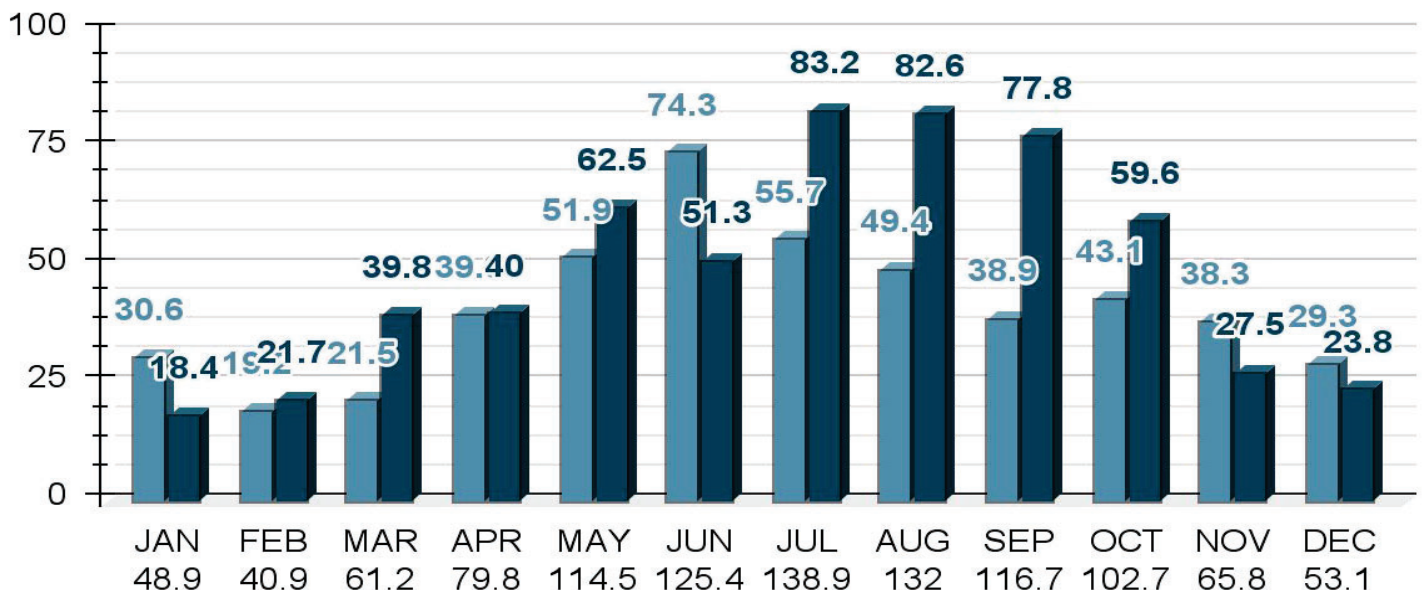
Well 4: **Active**
Well 5: **Offline**
Well 7: **Active**

Filter A: **Online**
Filter B: **Online**



Water Demand in Million Gallons

■ Willow WTP ■ Newport WTP





Hydrant Flushing:	In-Progress	Water Quality Complaints:	0
Valve Exercising:	In-Progress	Water Pressure Concerns:	0
Consumer Confidence Report:	Pending	Coliform Positive Results:	0
Lead & Copper Sampling:	Due 2027	Notice of Violations:	0



WASTEWATER COLLECTION SYSTEM

Lift Stations

A: Active	G: Active	Bixler: Active	IPS: Active
C: Active	H: Active	Village 4: Active	Y: Online
D: Active	J: Active	Lakes: Active	
E: Active	R: Active	Lakeshore: Active	
F: Active	S: Active	Newport: Active	



— THE TOWN OF
DISCOVERY BAY
Live Where You Play



WASTEWATER TREATMENT



Influent Daily Avg Flow: 1.20 MG
 Effluent Daily Avg Flow: 1.23 MG
 Total Flow This Period: 30.6 MG
 Total Flow Last Year: 36.4 MG

Polymer: 200 gal
 Alum: 0 gal
 PAC: 0 gal
 UV: 67.5%

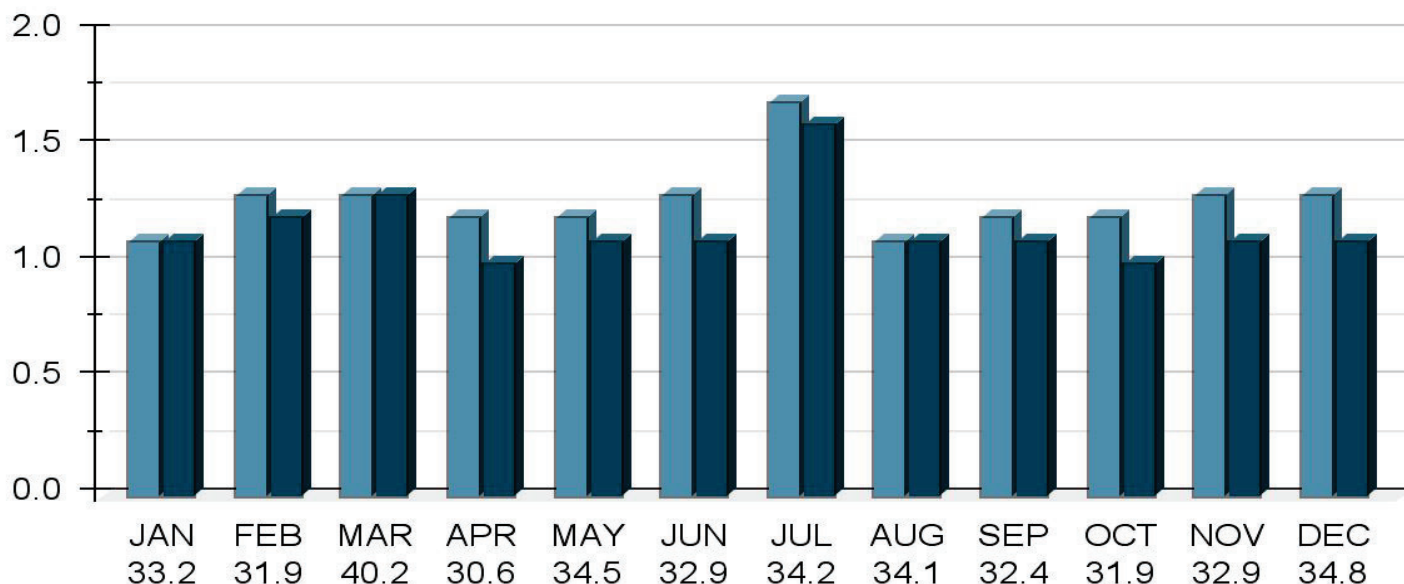
Effluent BOD <10: 1.0 mgL
 Effluent TSS <10: 0.6 mgL
 Total Coliform 7 Day < 2.2: ND
 Total Coliform Daily Max <23: ND
 Effluent NTU Daily Avg <2: 0
 Effluent Ammonia <8.4: ND
 Effluent Nitrates <10: 5.34

BOD Removal >85%: 99.5%
 TSS Removal >85%: 99.7%
 Conductivity Avg: 2248



Wastewater Flow in Million Gallons

■ WW Influent ■ WW Effluent



MAINTENANCE

Customer Complaints: 0
Sewer Overflows: 0
Biosolids Hauling: 0 tons

Lift Station Cleanouts: 10%
SL Rat Status: 20%
Painting & Labeling: 90%





Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Action to Approve Contract with HydroPoint Data Systems, Inc. for Irrigation Upgrades at Cornell Park in the Amount of \$24,037.86.

Meeting Date: May 21, 2025

Prepared By: Monica Gallo, Landscape Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

It is recommended that the Board take the following Action:

- a. Approve the agreement with HydroPoint Data Systems, Inc. to upgrade the irrigation controllers at Cornell Park for an amount of \$24,037.86.
- b. Authorize the General Manager to execute a Contract with HydroPoint Data Systems, Inc. for the upgrade of the irrigation controllers at Cornell Park.
- c. Authorize the General Manager to execute any additional change orders to HydroPoint Data Systems, Inc. up to 15% of the Contract value.

EXECUTIVE SUMMARY:

At the November 20, 2024, Board of Directors meeting, staff was authorized to move forward with a risk-free pilot of (1) WeatherTRAK controller at Cornell Park for a period of 90 days to evaluate the technology: estimated value of \$4,683.83. If, at the end of the 90-day trial, staff are satisfied with the Pilot, the Town would move forward with upgrading all of Cornell Park to a smart irrigation system to include the following:

- Hardware needed to upgrade the existing irrigation controller to a current WeatherTRAK controller.
- Master valve, flow sensor, and additional WeatherTRAK irrigation controller to replace existing Rain Bird controller.
- Labor and materials needed to install controller, master valve, flow sensor, and flow link hardware.
- Upon approval of the entire project, HydroPoint will donate the WeatherTRAK Pilot controller to the Town of Discovery Bay: value \$4,683.83.
- Total investment cost is \$24,037.86 for a turnkey project.
 - Total investment cost includes full installation and programming, as controllers were before installation.
 - Training for Town staff.
 - Each new WeatherTRAK irrigation controller will have a 10-year manufacturer's warranty and data plan.
 - HydroPoint will ensure controllers stay connected for 10 years with no additional cost if 4G goes to 5G and then "7G".

In addition, at the November 20, 2024, meeting, the Board requested that staff provide answers to the following questions:

1. Q: Return on Investment?

A: The estimated 18% savings do not include savings on staff time management.

Estimated Savings Using WeatherTRAK ET Irrigation Controllers:

SAVINGS: 18%	First Year	Five Years¹	Ten Years¹
WeatherTRAK Savings	\$3,788	\$18,940	\$37,880
Environmental Impact, Gallons Saved	1,099,082	5,495,410	10,990,820
Environmental Impact, Tons equiv. CO2	4.6	23.0	46.0

2. Q: Cost of water usage?

A: Report Date: 12/01/2023 – 12/31/2024 = \$23,630.52

Staff's goal is to reduce expenses and make necessary upgrades and improvements to our aging infrastructure, which includes the irrigation infrastructure to the Town's parks and streetscapes.

Goals:

- Water conservation.
- Water management with automated reports.
- Time management for staff.
- Ability to react in real-time 24/7 leak notification.
- Convert irrigation controllers to Cloud Based System.

SiteOne Landscape Supply is a distributor for HydroPoint Smart Water Management which manufactures WeatherTRAK; a line of smart irrigation controllers, flow products and cloud-based central management which helps to eliminate water waste and delivers operational savings. Provides real-time 24/7 leak notification, can identify water waste and theft as well as track water budgets.

FISCAL IMPACT:

Capital Reserves.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

Board of Directors Meeting: November 20, 2024.

ATTACHMENTS:

1. HydroPoint Data Systems, Inc. Water Analysis Report.
2. Quote #7249996 – Pilot Controller.
3. Quote #7250041 – Flow Management.
4. Quote #7256830 – Flow Install.



WeatherTRAK®

Water Analysis Report

Cornell Park, Discovery Bay CA

Survey Date: 4.25.2025
Account Rep: Noé Cruz
Prepared by: Hydro-Analytics Team



Estimated Water Savings

Cornell Park
505 Discovery Park
Discovery Bay, CA 94505

Water Analysis Report

Estimated Savings Using WeatherTRAK ET Irrigation Controllers:

SAVINGS: 18%	First Year	Five Years ¹	Ten Years ¹
WeatherTRAK Savings	\$3,788	\$18,940	\$37,880
Environmental Impact, Gallons Saved	1,099,082	5,495,410	10,990,820
Environmental Impact, Tons equiv. CO2	4.6	23.0	46.0

Site Details

Estimated Irrigation Landscape Size	6.6 Acres
Average Historical Cost of Water	\$2.58/ccf
Turf/Shrub/Low Water Use Plant Ratio	87/0/13
Historical 12 months Water Usage (8,203 ccf)	\$21,138
Projected 12 months water Usage (7,468 ccf)	\$17,350
WeatherTRAK Savings (735 ccf)	\$3,788

Disclaimer: Estimated savings based on the assumptions. Actual savings may be different from the estimated savings. Savings are calculated using an acreage estimate, turf/shrub/low water plant ratio, water rate and annual consumption. Acreage and turf/shrub/low water plant ratios are estimated using online mapping tools. SiteRecon and Google Earth. Projected consumption is calculated from acreage and daily HydroPoint ET to aligned to historical consumption dates, which approximates actual weather and/or soil moisture. 1 – Assumes 5% compounded annual rate increase



Estimated Landscape Area Map

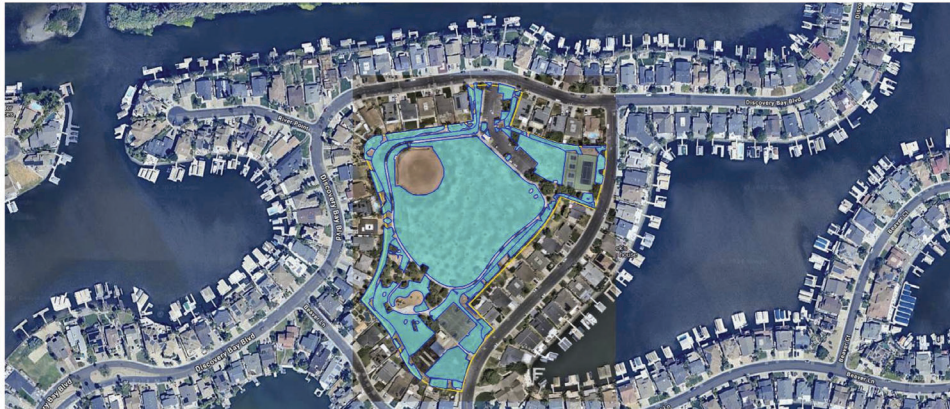
Water Analysis Report

Town of Discovery Bay – Cornet Park – 505 Discovery Bay Blvd, Discovery Bay, CA 94505, USA 505 Discovery Bay Blvd, Discovery Bay, CA 94505, USA



Estimated Landscape Area
Mapping Boundary

Source: SiteRecon 01/14/2025



3 Project: Site Name - Cornet Park



Analysis Assumptions

Water Analysis Report

CONSUMPTION: <p>Historical consumption was provided as table of summarized bills from the customer. However, because the provided data did not include usage, this was calculated based on the publicly available local water rate.</p> <p>A total of 1 meter from the site was reviewed, comprising 1 commercial meter. Of these, 1 meter with data was analyzed to determine an estimate of irrigation usage. Unit of Measure (UOM), Cost per Unit (CPU), and monthly billing cycle were verified.</p>	NON-IRRIGATION CONSUMPTION: <p>Assumptions of monthly non-irrigation usage have been subtracted as follows: Indoor: 0 CCF monthly average constant water use.</p>
PROJECTED COSTS: <p>Based on monthly average historical rates applied to monthly projected consumption, for an annual average projected CPU of \$2.58/CCF.</p>	WASTEWATER COSTS: <p>Any identifiable wastewater costs directly related to consumption have been included in the projected cost calculation above.</p>
IRRIGATION SEASON: <p>Year-round irrigation is assumed for this site.</p>	IRRIGATION RESTRICTION ADJUSTMENT: <p>An Irrigation reduction by 15.00% of the original landscape irrigation requirement (LIR) has been applied to this analysis due to assumed restricted irrigation on the site. This same restriction will need to be programmed into controllers to realize analyzed savings.</p>
ASSUMED TURF TYPE: <p>87% Combined Cool Warm Season Turf (241,547 sq. ft.)</p>	SITE CONDITIONS: <p>None assumed.</p>
ASSUMED SHRUB/TREE TYPE: <p>0% Low Water Shrubs/Trees (0 sq. ft.)</p>	SITE REQUIREMENT ADJUSTMENT: <p>None assumed.</p>
ASSUMED LOW WATER TYPE: <p>13% Native Shrubs/Trees (44,289 sq. ft.)</p>	UNUSUAL WEATHER CONDITIONS: <p>None assumed.</p>

4 Project: Site Name - Cornet Park



Historical & Projected Usage Costs

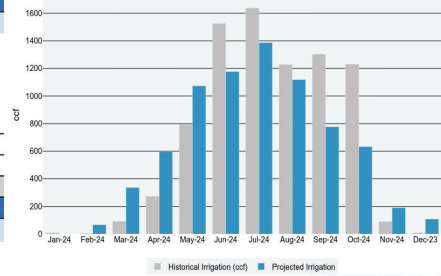
Water Analysis Report

	CONSUMPTION						
	2024 Jan	2024 Feb	2024 Mar	2024 Apr	2024 May	2024 June	2024 July
Cornell Park							
All Historical Consumption Subtotal	10	6	92	273	794	1,526	1,639
Non-Irrigation Consumption	0	0	0	0	0	0	0
Historical Irrigation (CCF)	10	6	92	273	794	1,526	1,639
Projected Irrigation (CCF)	0	67	277	482	1,003	1,082	1,268
Projected Savings (CCF)	10	(61)	(185)	(209)	(209)	444	371

	COSTS						
	2024 Jan	2024 Feb	2024 Mar	2024 Apr	2024 May	2024 June	2024 July
Cornell Park							
All Historical Costs Subtotal	\$86	\$73	\$297	\$761	\$2,105	\$3,992	\$4,282
Non-Irrigation Costs	\$59	\$59	\$59	\$59	\$59	\$59	\$59
Historical Irrigation Costs	\$27	\$14	\$238	\$702	\$2,046	\$3,933	\$4,223
Projected Irrigation Costs	\$0	\$172	\$712	\$1,238	\$2,577	\$2,781	\$3,259
Projected Savings (\$)	\$27	(\$158)	(\$474)	(\$536)	(\$531)	\$1,152	\$964

Disclaimer: Monthly data has been calculated by taking the average daily value of any provided water billing data and summing these over the indicated calendar month. Indoor and other assumptions are similarly applied on a daily basis.

Cornell Park
Irrigation Water Use



Quotation



Dublin CA #300
6450 Trinity Ct Ste B
Dublin, CA 94568-2642
W: (925)829-6040

Bill To:

Town Of Discovery Bay CSD (#213794)
1800 Willow Lake Rd
Discovery Bay, CA 94505-9376
W: (925)634-1131

Ship To:

Town Of Discovery Bay CSD (#213794)
1800 Willow Lake Rd
Discovery Bay, CA 94505-9376
W: (925)634-1131

Created	Quote#	Due Date	Expected Award Date	Expiration Date
09/27/2024	7249996	10/27/2024	10/27/2024	10/27/2024

Printed	Job Name	Job Description	Job Start Date
09/27/2024 13:58:36	WeatherTRAK Pilot Cornell Park		10/27/2024

Line #	Item#	Item Desc	Qty	UOM	Unit Price	Extended Price
1	Pilot					
2	WTOXR-3048-PROUPG	WeatherTRAK OptiFlow XR Central Upgrade from Pro2 SWM or Pro3 30 Stations-48 Stations (10 yr. Warranty) Item Note: WeatherTRAK OptiFlow XR Central Upgrade from Pro2 SWM or ET Pro3. Keep Existing Enclosure while all other parts are new. Comes with 10yr Standard Product Warranty	1	EA	3,609.374	3,609.37
3	WTPRO-6STA-KEY	Hydropoint WeatherTrak 6 Station Key for Pro3 Controller	1	EA	280.000	280.00
4	CIM+OFS-1YA	1 additional Weather Trak central and Optiflow service	1	EA	359.000	359.00
5	ST	Subtotal Pilot Item Note: Pilot pricing represents cost of materials should you decide to keep the product after the pilot trial period.				4,248.37
6						

Total Price: \$ 4,248.37
Total Tax: \$ 435.46
Total: \$ 4,683.83

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Created	Quote#	Due Date	Expected Award Date	Expiration Date
09/27/2024	7250041	10/27/2024	10/27/2024	10/27/2024

Printed	Job Name	Job Description	Job Start Date
09/27/2024 13:57:46	Cornell Park Flow Management		10/27/2024

Line #	Item #	Item Desc	Qty	UOM	Unit Price	Extended Price
1	Cornell Park	WeatherTRAK Flow Sensing				
2	NOTE	Note: Item Note: Flow Sensing		EA		
3	WTFL-XT+	WeatherTRAK Flowlink XT+ Item Note: Used to install a new Flow Sensor and Master Valve sharing an existing Station's wire,	1	EA	2,089.500	2,089.50
4	WT-MV-300G-SNO	3" Master Valve Weathertrak	1	EA	2,531.200	2,531.20
5	WTFLOWHD-P-300	WeatherTRAK FlowHD Flow Sensor PVC Tee Mounted 3 in.	1	EA	891.100	891.10
6	WT-WRS	Irritrol Rain Sensor (NC, wireless)	1	EA	189.000	189.00
7	ST	Subtotal FLOW Materials				5,700.80
8						
9	Option Additional	WeatherTRAK Central Service				
10	CIM+OFS-9YA	WeatherTRAK Central Optiflow Service (1-48 stations, 9 addi Item Note: 9 years of Optiflow WeatherTRAK Central service. This would be for the Pilot Controller to achieve 10 years service.	1	EA	3,069.000	3,069.00
11						
12	Rainbird Controller	Replacement				
13	WTOXR-C-12-CWM-AX	All-Inclusive WeatherTRAK OptiFlow XR Controller 12 Station Wall Mount Cold-Rolled Steel Item Note: All-inclusive product packages include ten years of appropriate WeatherTRAK Central Service and ten year product warranty with Worry-free Wireless Warranty.	1	EA	6,069.000	6,069.00

Total Price: \$ 14,838.80
Total Tax: \$ 1,520.98
Total: \$ 16,359.78

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Ship To:

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Discovery Bay, CA 94505-9376
W: (925)634-1131

Created	Quote#	Due Date	Expected Award Date	Expiration Date
10/01/2024	7256830	11/01/2024	11/01/2024	11/01/2024

Printed	Job Name	Job Description	Job Start Date
10/01/2024 20:10:34	Cornell Park Flow Install		11/01/2024

Line #	Item #	Item Desc	Qty	UOM	Unit Price	Extended Price
1	NOTE	Note: Item Note: <i>This Quote is based of of Prevailing Wage guidelines. If the contract exceeds thresholds for DIR # registration requirements this quote is also DIR compliant SiteOne GreenTech is registered with DIR.</i>		EA		
2	GTINSTALL	GT Installation Labor Item Note: <i>Installation: 3" Master Valve WeatherTRAK WT-MV-300G-SNO, 3" WeatherTRAK FlowHD Flow Sensor WTFLOWHD-P-300, WeatherTRAK Flowlink XT+ WTFL-XT+ . Trench approximately 250 linear feet from backflow to nearest valve.</i>	1	EA	5,564.710	5,564.71
3	GTINSTALL-JA	GT Install - Jacinto Arreola Item Note: <i>Rain Bird Controller Replacement. New Wall Mount Install for up to 24 stations includes new controller assembly, new labels on station wires, ohms check of existing field wires, wiring stations to output terminals, controller grounding test. Activating controller to WeatherTRAK Central.</i>	1	EA	750.000	750.00
4	141RED500	UF Wire Red 14 Gauge 1 Conductor 500 ft. (Priced per ft.)	500	FT	0.170	85.00
5	141WHT500	UF Wire White 14 Gauge 1 Conductor 500 ft. (Priced per ft.)	500	FT	0.170	85.00
6	114BC	NDS Standard Valve Box Rectangle 14 in. x 19 in. x 12 in.H Green Box/Green Lid Overlapping ICV	2	EA	33.310	66.62
7	GTMSCPARTS	GT Miscellaneous Parts Item Note: <i>Misc 3" fittings, 3" pipe, bricks, rental equipment.</i>	1	EA	1,000.000	1,000.00
8	NOTE	Note: Item Note: <i>Exclusions: 1. Landscape repair to be done by others. This quote does not include sod or grass seed to repair the turf where damaged by trenching. 2. This includes trenching and adding direct burial 14 guage wire in ground for connecting nearest valve to new flow sensor and master valve. There is no conduit installtion.</i>		EA		

Total Price: \$ 7,551.33

Total Tax: \$ 126.75

Total: \$ 7,678.08

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Town of Discovery Bay

“A Community Services District”

STAFF REPORT

Agenda Title: Discussion and Possible Action Authorizing Luhdorff & Scalmanini to Provide Design and Construction Engineering Services for the Sand Point Pipeline Replacement Project.

Meeting Date: May 21, 2025

Prepared By: Mike Yeraka, Projects Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

- a. Approve the Scope and Budget Contained in the Luhdorff & Scalmanini (LSCE) Proposal Dated April 21, 2025, to Provide Design and Construction Engineering Services for the Sand Point Pipeline Replacement Project.
- b. Authorize the General Manager to Execute the Town’s Standard Form of Professional Services Agreement with LSCE to Provide Design and Construction Engineering Services in an Amount Not to Exceed \$427,362.

EXECUTIVE SUMMARY:

The existing 8-inch underwater pipeline between Sand Point Court and Newport Lane, as shown on the attached, is undersized, creating a hydraulic bottleneck when either the Willow Water Treatment Plant (WTP) or Newport WTP is offline. To enhance system reliability and capacity, the existing pipeline under Newport Bay is proposed be replaced with a 12-inch High Density Polyethylene (HDPE) pipeline section installed via horizontal directional drilling (HDD). Additionally, approximately 3,400 linear feet of 8” asbestos cement (AC) pipe along Sand Point Road - extending from Sand Point Court to the intersection with Discovery Bay Boulevard – is proposed to be replaced with 12” PVC pipe. The AC pipe is old and brittle which leaves it prone to cracking, is hazardous when it comes time for any repairs and is more vulnerable to failure with any soil settlement.

The proposed alignment for the HDD replacement pipe under Newport Bay will be located approximately 7 feet outside of the TODB’s existing 10-foot easement in one small section near the Sand Point cul-de-sac. Therefore, TODB will need to secure a new easement from Reclamation District 800 and the landowner on the Sand Point Court side of the project in this small area. The existing underwater crossing will be abandoned in place.

Estimated Project Costs		
1	Design and support services during bidding and Construction	\$0.43 million
2	Cost of Construction	\$2.50 million
3	Legal and right of way procurement	\$0.10 million
4	Contingency, approximately 15%	\$0.45 million
	TOTAL	\$3.48 million

The schedule for completing the project is as noted below.

Estimated Project Schedule		
1	Design, CEQA and support services during bidding	4 months
2	Right of way procurement	4 months
2	Bidding, Award construction and Notice to Proceed	3 months
3	Construction period	5 months
4	Project closeout	2 months
TOTAL		18 months

Attached is the scope of work from Luhdorff and Scalmanini for engineering design services and support services during bidding and construction. The various tasks in the LSCE scope of work are as indicated below.

Task 1	Project coordination, Meetings and Administration	\$13,021
Task 2	Preliminary Design Activities and CEQA	\$139,870
Task 3	Pipeline design plans and specifications	\$124,796
Task 4	Bidding assistance	\$13,549
Task 5	Engineering services during construction	\$97,276
	Contingency	\$38,851
TOTAL		\$427,362

Specific Recommended Action:

- a. Approve the Scope and Budget Contained in the Luhdorff & Scalmanini (LSCE) Proposal Dated April 21, 2025, to Provide Design and Construction Engineering Services for the San Point Pipeline Replacement Project.
- b. Authorize the General Manager to Execute the Town's Standard Form of Professional Services Agreement with LSCE to Provide Design and Construction Engineering Services in an Amount Not to Exceed \$427,362.

FISCAL IMPACT:

Amount Requested: \$427,362

Sufficient Budgeted Funds Available? Yes, \$3.5 million is included in the FY 25/26 budget.

Prog/Fund # Category: TBD

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

ATTACHMENTS:

1. Project Area Map.
2. LSCE Scope of Work.



PROJECT AREA MAP



- Project Disturbing Area:
- * Newport Court. (Newport Bay Crossing)
 - * Sand Point Ct. (Newport Bay Crossing & Mainline)
 - * Sand Point Rd. (Mainline)

April 21, 2025

Project No. 24-5-140

Mike Yeraka, P.E.
Projects Manager
Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94514

SUBJECT: Scope and Budget for Sand Point Pipeline Replacement Project for Engineering Design, Bidding Support and Construction Services for the Town of Discovery Bay

Dear Mr. Yeraka,

Luhdorff & Scalmanini, Consulting Engineers (LSCE) is pleased to present this detailed work plan, scope, and budget for design and bidding support services for the Sand Point Road Pipeline Replacement Project, including the underwater crossing between Sand Point Court and Newport Court.

The existing 8-inch underwater pipeline between Sand Point Court and Newport Court is undersized, creating a hydraulic bottleneck when either the Willow Water Treatment Plant (WTP) or Newport WTP is offline. To enhance system reliability and capacity, the existing pipeline will be replaced with a 12-inch HDPE pipeline section installed via horizontal directional drilling (HDD). Additionally, approximately 3,400 linear feet of asbestos cement (AC) pipe along Sand Point Road - extending from Sand Point Court to the intersection with Discovery Bay Boulevard - will be replaced.

PROJECT UNDERSTANDING

This project involves replacing the existing water main along Sand Point Road, extending from Discovery Bay Boulevard to Sand Point Court, as well as replacing the Newport Bay underwater crossing between Sand Point Court and Newport Court. The existing water main along Sand Point Road consists of approximately 1,285 feet of 12-inch AC pipe from Discovery Bay Boulevard to River Lake Road, followed by 2,055 feet of 8-inch AC pipe from River Lake Road to Sand Point Court. Additionally, the Newport Bay underwater crossing consists of approximately 620 feet of 8-inch ductile iron and AC pipe, which will be replaced with a new 12-inch HDPE pipeline installed via HDD. See attached project area map. In total, the project will replace approximately 4,000 linear feet of aging pipeline infrastructure to improve hydraulic capacity, and enhance overall distribution reliability in this area of the system.

The Sand Point Pipeline Replacement Technical Memorandum developed by Consor in April 2024 indicates that the proposed alignment for the replacement pipe will be located approximately 7 feet outside of the TODB's existing 10-foot easement. Therefore, TODB will need to secure a new easement from Reclamation District 800 and the landowner on the Sand Point Court side of the project. In this collaborative effort, Consor will be responsible for designing the HDD pipeline alignment, while LSCE will design the connections to the existing pipeline. The existing underwater crossing will be abandoned in place.

The scope of work outlined below includes tasks and subtasks necessary to finalize the Sand Point Road Pipeline Replacement Technical Memorandum, conduct a topographic survey and develop a basemap, design the HDD crossing, and prepare a legal description and plat map, and prepare site plan design drawings/details and technical specifications for the in-street pipeline replacement portion of work. Additional support includes CEQA assistance and bidding assistance. LSCE will provide a separate scope for construction services at a future stage. The proposed work plan has been developed based on our understanding of the TODB's needs and our experience with similar projects, with tasks and subtasks arranged in the order they are expected to be completed.

WORK PLAN

The Scope of Work is outlined in the following tasks:

- Task 1 – Project Coordination, Meetings, and Administration
- Task 2 – Preliminary Pipeline Design Activities
- Task 3 – Pipeline Design Plans and Specifications
- Task 4 – Bidding Assistance
- Task 5 – Construction Services

Task 1. Project Coordination, Meetings, and Administration

Task 1.1. Kickoff

LSCE's work on the project will begin with a kickoff meeting with TODB to discuss a chain of command, project expectations, respective roles and responsibilities, schedule, design preferences and parameters, construction concepts and site constraints at the kick-off meeting.

Task 1.2. Project Coordination, Meetings, and Administration

Key LSCE team members will attend design meetings with the TODB to discuss various aspects of the project through the design and bidding phases of the project. LSCE will also provide frequent updates via email or telephone throughout the project as needed. LSCE assumes a total of approximately six project coordination meetings will occur throughout the anticipated project duration completion date of June 2025. This task also provides project management and administrative activities such as (a) Contractual Arrangements, (b) Ongoing Examination Regarding Adherence to the Scope, Budget, and Schedule, (c) Coordination of Staff Resources, (d) Internal Review of Work Products, (e) Management of Subcontractors, (f) Billing Review, and (g) Scoping and Budgeting.

Task 2. Preliminary Pipeline Design Activities

CEQA

LSCE's subconsultant will develop a project description and assist with the determination of the appropriate CEQA documentation. A CEQA Notice of Exemption for Categorical Exemption Class 2 (replacement) for the project will first be explored. If that is sufficient, a Notice of Exemption (NOE) and supporting memorandum will be prepared. This scope does not include preparation of an Initial Study/Mitigated Negative Declaration. Construction for the HDD portion of the project will be under the

Delta waters and the HDD pits will be within existing disturbed areas (cul-de-sacs). LSCE assumes the Town will pay the filing fee for the NOE with the Contra Costa County Clerk.

Topographic Survey and Basemap

LSCE's surveying subconsultant will develop the requisite AutoCAD topographic basemap of the site for LSCE's and our HDD sub-consultant's use to prepare the engineering design drawings for the project. Completion of a topographic survey basemap in AutoCAD format will be needed for the project site. The base map will be used for the preliminary layout of the pipeline replacement project, development of the easement, legal description, plat maps and for preparing the engineering design drawings.

LSCE's surveying subconsultant will prepare two (2) legal descriptions and accompanying plat maps for the new pipeline alignment. The information will be utilized to obtain new easements from Reclamation District 800 and the impacted landowners on Sand Point Court. LSCE assumes processing/recording will be handled by the TODB.

Bathymetric Survey

LSCE will also work with our subconsultant (Meridian Survey) who will perform a bathymetric survey of the bay along the proposed alignment. The survey will include 25-foot minimum intervals between survey lines. LSCE's subconsultant will develop a contour plot using AutoCAD.

Potholing

LSCE will identify potholing locations and work with a sub-contractor (WR Forde) to perform potholing work along the pipeline alignment and tie-in locations to assist in the development of the design plan and profile drawings and identify potential conflicts that could affect the design and construction of the project. LSCE plans to pothole the existing sewer, storm or other utilities as necessary (in consultation and coordination with the TODB) to obtain the location, depth, materials, and sizes of utilities at mutually agreeable street/road intersections along the pipeline alignment.

LSCE's sub-contractor will coordinate with utility owners (e.g., USA Dig Alert) and also provide basic traffic control services as necessary associated with potholing activities. LSCE's sub-contractor will provide sawcutting and hydro excavation as required to collect data, backfill with sand/pea gravel and place replacement asphalt for each excavated hole to match existing AC thickness.

Potholing will be performed as an allowance-based task, utilizing LSCE's experience with similar projects and coordination with WR Forde to establish pricing. The number of potholes will be determined during preliminary design.

Deliverables:

- Topographic basemap in AutoCAD format and PDF to be used in the design drawings.
- Legal descriptions and accompanying plat maps.
- CEQA Notice of Exemption form and memo.
- Bathymetric Survey – AutoCAD drawing file with sounding lines

- Pothole results summary (tabular data) which includes map of locations, utility types, depths, sizes, and materials.

Task 3. Pipeline Design Plans and Specifications

After the survey basemap has been completed, LSCE will attend one field meeting with the District to assess field conditions and design considerations of the District.

LSCE will review pertinent as-built drawings, water service records and other relevant historical information of the project site for inclusion into the engineering design. The design drawings will be developed for the pipeline replacement, service tie overs, and provisional stub-outs as deemed appropriate. The design will specify materials in accordance with the District standards and operating pressure. Project specifications will be a separate bound Technical Specification. Cathodic protection designs will be performed by the corrosion engineer sub-consultant (JDH Corrosion Consultants).

For the Horizontal Directional Drilling (HDD) design, LSCE will work with our trenchless technologies subconsultant who will provide technical oversight including evaluating the existing subsurface conditions and surface constraints to develop trenchless design for the undercrossing. HDD subconsultant will also provide undercrossing design recommendations (alignment, profile, tie-ins, bore pit locations, etc.). The HDD subconsultant will also develop the HDD specification.

LSCE will coordinate with affected utility agencies and companies within the extents of the pipeline construction footprint. The utility coordination will identify design conflicts with utilities and address the conflicts in the plans.

An estimate of the plan set sheets is as follows:

- G-1: Cover Sheet, Vicinity Map and TOC
- G-2: General Notes, Legend and Abbreviations
- G-3: Project Location Map
- C-1 to C-7: Plan sheet only, no profile (Sand Point Road)
- C-8: Plan Sheet only, no profile (Newport Lane)
- C-9 and C-10: Plan and Profile Sheet (Newport Bay Crossing)
- C-11 and C-12: Underwater Crossing Tie-in Details
- C-12 to C-16: Project Details
- CP-1 to CP-12: Cathodic Protection Plans and Details

LSCE assumes a SWPPP is not required as this project will not disturb more than 1 acre.

LSCE assumes that the design will be completed at 50% and 100% stages. LSCE will develop an Engineer's Estimate at each stage of the design. In the 50% stage, the design submittal will include design plans from all disciplines (civil, corrosion, HDD) and proposed technical specifications and provide sufficient detail to outline the fundamental components and scope of the project for the TODB to review. Digital copies of the 50% plans and specifications will be submitted to the TODB for review.

After review of the 50% by the TODB, LSCE will prepare the complete set of plans and specifications at the 100% stage, incorporating any comments received in the previous design review. The 100% design plans and specifications will build upon the 50% set, incorporating additional civil and HDD plan details and technical specifications as needed. Digital copies of the 100% plans and specifications will be submitted to the TODB for bidding.

LSCE will also assist the TODB with preparing the necessary boilerplate front-end contractual documents for bidding purposes to be incorporated with LSCE's technical documents. LSCE, including subcontractors, will stamp the final bid documents for the construction drawings and technical specifications. LSCE will submit electronic files to the TODB via email.

Deliverables:

- Final Trenchless Design Memorandum
- Plans, Specifications and Cost Estimate for the 50-percent and 100-percent completion in PDF form.

Task 4. Bidding Assistance

LSCE will issue the bidding documents to local plan houses and bid boards for competitive bid proposals on behalf of the TODB in conformance with the TODB's bidding requirements. LSCE will also act on the TODB's behalf to respond to any requests for information from prospective contractors and prepare and issue any bid addendums as needed throughout the bidding phase. LSCE will conduct a mandatory pre-bid conference for prospective contractors with TODB and LSCE project managers present.

LSCE will review and tabulate all formal bids to ensure responsiveness with the contract requirements. A thorough background check on qualifications and references will be conducted on the lowest responsible bidder and the findings of that review will be discussed with the TODB. LSCE will prepare a formal bid summary and make a recommendation for award to the lowest responsible bidder.

Deliverable:

- Plan holders list, agendas and meeting minutes for both the pre-bid meeting and bid opening.
- Responses to contractor questions, up to two (2) addendums, bid tabulations, and a recommendation letter for award.

Task 5 – Construction Services

LSCE will provide the following engineering services during construction. Resident inspection during construction is not included; it is assumed the District will perform daily monitoring. LSCE services include the following:

Conferences/Meetings: A pre-construction conference with the general contractor and District will be held onsite to confirm the contractor's understanding of the intent of the contract documents. Construction meetings and coordination with the contractor and District staff will be held weekly through construction to discuss construction progress, inspections, and technical issues during construction. Final site visitation (post-construction) with the contractor and District

will be made to confirm all final installation, cleanup and restoration of the project. Project management and meetings are assumed to occur for a 4-month construction period.

Cathodic Protection System Checkout: JDH will provide on-site assistance during construction to ensure the system is installed correctly and applies proper exothermic welding procedures. A system checkout will be performed and a Letter of Certification accepting the work completed.

Submittals, RFIs, Change Order Review: Review all submittals to ensure all products used during construction are consistent with the plans and specifications. Review RFIs from the contractor and respond as needed. Review any proposed contract change orders during construction based on changes to the contract documents and provide recommendation to the District. Provide any negotiation or pricing verification necessary.

Field Visits: LSCE assumes no more than six (6) site visits will be required. LSCE will prepare a site visit report for each site visit indicating the dates and times, people onsite, material delivered, work completed and noted corrections.

Progress Payments: Review, approval, and recommend payment on the contractor's progress billings.

As-Builts: Prepare project as-builts using the contractor's redline markup set maintained during construction to show the final location and details of the installation.

Assumptions:

- This project falls under CEQA exemption as a Class 2 exemption.
- District will pay all permit and review fees.
- SWPPP will not be required since the disturbed area is anticipated to be less than one (1) acre.
- Contractor will submit the Encroachment Permit Application.
- Contractor will prepare the Traffic Control Plan with the Encroachment Permit Application.
- Contractor will perform construction staking as will be dictated in the Plans and Specifications.

Services not provided:

- Any services not specifically identified in this scope of work.
- Construction staking. It is assumed that the Contractor will perform if needed.
- TODB or General Contractor to provide soil compaction, concrete and pavement strength testing.

SCHEDULE

LSCE is prepared to begin work on this project immediately. LSCE's project team members have all worked together on similar projects and have the experience to effectively gauge workloads and commitments to other projects. Prior to preparing this work plan, team members reviewed the scope of work described, current workloads, and current project schedules and confidently concluded that LSCE can manage, staff, and complete the project in a timely and efficient manner.

LSCE assumes the project design and bidding phase will be completed within four (4) months of obtaining the “Notice to Proceed”. Construction is assumed to occur over a 4-month period. The estimated completion of the project may change (shorten or lengthen) based on the responsiveness of the TODB and other agencies with regard to information requests, the availability of subconsultants to schedule work, and the ability to perform some project tasks concurrently.

COST ESTIMATE

LSCE’s estimated cost to complete the scope of work outlined in this proposal is based on our current understanding of the project and what would be typically and reasonably required to complete the tasks described above based on our prior experience. The table below summarizes the estimated costs per Task.

PROJECT BUDGET

Table 1. Estimated Project Cost				
Task Description	LSCE Costs	Outside Costs ¹	Reimbursable Costs	Total
Task 1. Project Coordination, Meetings, and Administration	\$12,896	\$0	\$125	\$13,021
Task 2. Preliminary Pipeline Design Activities	\$11,208	\$128,662 ²	\$0	\$139,870
Task 3. Pipeline Design Plans and Specifications	\$78,464	\$46,082	\$250	\$124,796
Task 4. Bidding Assistance	\$9,040	\$4,384	\$125	\$13,549
Task 5. Construction Services	\$63,788	\$32,613	\$875	\$97,276
Totals	\$175,396	\$211,740	\$1,375	\$388,511
Contingency (10%)				\$38,851
Total w/Contingency				\$427,362
1. Outside costs include subcontracted engineering services and outside service providers.				
2. An assumed budget of \$69,000 has been allocated under Task 2 for potholing services.				

The cost estimate includes the following:

- All work outlined in this proposal
- All expenses (mileage, per diem, materials, miscellaneous expenses)

The attached cost estimate worksheet details the number of hours each job classification is anticipated to apply to each task as outlined in the above Work Plan. Hours and cost for each task are tabulated to show the number of total hours per job classification and total cost for each task. Estimated costs for subconsultants are included in their relevant tasks. LSCE’s direct costs (mileage, misc. supplies) are estimated for each relevant task. In the event that the TODB directs LSCE to deviate from the proposed scope of work or as dictated by unforeseen conditions or events beyond LSCE’s control, LSCE will provide notification of any potential changes in the estimated cost to complete the work. LSCE will not proceed

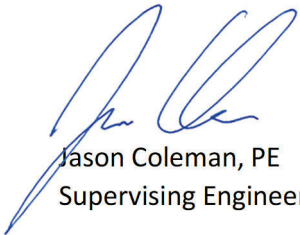
with any work that deviates from the approved scope and budget until approval to proceed is granted by the TODB.

LSCE will invoice monthly for labor, subcontracted services, and materials as incurred in accordance with our 2025 Schedule of Fees for Engineering and Field Services (attached). Fees shall remain in effect for the full contract period. LSCE will prepare monthly budget summaries, including budget expended and remaining to accompany billing.


We appreciate the opportunity to provide you with this scope and budget. We would be pleased to respond to any questions regarding our work plan or budget.

Sincerely,

LUHDORFF AND SCALMANINI
CONSULTING ENGINEERS



Jason Coleman, PE
Supervising Engineer



Oscar Serrano, PE
Supervising Engineer

Attachments: Project Area Map
Detailed Cost Estimate Worksheet
2025 Schedule of Fees for Engineering and Field Services




PROJECT AREA MAP



- Project Disturbing Area:
- * Newport Court. (Newport Bay Crossing)
 - * Sand Point Ct. (Newport Bay Crossing & Mainline)
 - * Sand Point Rd. (Mainline)

Client Town of Discovery Bay
 Project Sand Point Pipeline Replacement
 Job No. 24-140
 Est. By OS, JC
 Date 4/21/2025

Cost Estimate for Town of Discovery Bay for Sand Point Pipeline Replacement

		Supervising Professional	Senior Professional	Project Professional	Staff Professional	Clerical	Meridian Survey (Bathymetric Survey)	Consort (HDD)	JDH (Cathodic Protection)	Harris (CEQA)	WR Forde (Potholing)	HUMANN (Surveying)	Direct Expenses	Summary
Task	Description	\$248	\$220	\$192	\$170	\$105	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	Incurred	
Task 1 – Project Coordination, Meetings, and Administration														
Task 1.1 – Kickoff	Task Hours	16	0	0	0	0								16
	Task Cost	\$3,968	\$0	\$0	\$0	\$0								\$3,968
	Direct Expenses												\$125	\$125
	Outside Services													\$0
	SubTotal	\$3,968	\$0	\$0	\$0	\$0								\$4,093
Task 1.2 – Project Coordination, Meetings, and Administration	Task Hours	36	0	0	0	0								36
	Task Cost	\$8,928	\$0	\$0	\$0	\$0								\$8,928
	Direct Expenses													\$0
	Outside Services													\$0
	SubTotal	\$8,928	\$0	\$0	\$0	\$0								\$8,928
Total Task Cost Estimate														\$13,021
Task 2 – Preliminary Pipeline Design Activities														
Task 2 - Preliminary Pipeline Design Activities	Task Hours	26	0	0	28	0								54
	Task Cost	\$6,448	\$0	\$0	\$4,760	\$0								\$11,208
	Direct Expenses													\$0
	Outside Services						\$10,580			\$7,912	\$69,000	\$41,170		\$128,662
	SubTotal	\$6,448	\$0	\$0	\$4,760	\$0								\$139,870
Total Task Cost Estimate														\$139,870
Task 3 – Pipeline Design Plans and Specifications														
Task 3 -Pipeline Design Plans and Specifications	Task Hours	58	0	0	372	8								438
	Task Cost	\$14,384	\$0	\$0	\$63,240	\$840								\$78,464
	Direct Expenses												\$250	\$250
	Outside Services							\$33,144	\$12,938					\$46,082
	SubTotal	\$14,384	\$0	\$0	\$63,240	\$840								\$124,796
Total Task Cost Estimate														\$124,796
Task 4 – Pipeline Bidding Assistance														
Task 4 - Pipeline Bidding Assistance	Task Hours	20	0	0	24	0								44
	Task Cost	\$4,960	\$0	\$0	\$4,080	\$0								\$9,040
	Direct Expenses												\$125	\$125
	Outside Services							\$4,384						\$4,384
	SubTotal	\$4,960	\$0	\$0	\$4,080	\$0								\$13,549
Total Task Cost Estimate														\$13,549
Task 5 – Construction Services														
Task 5 - Construction Services	Task Hours	101	0	0	218	16								335
	Task Cost	\$25,048	\$0	\$0	\$37,060	\$1,680								\$63,788
	Direct Expenses												\$875	\$875
	Outside Services							\$26,863	\$5,750					\$32,613
	SubTotal	\$25,048	\$0	\$0	\$37,060	\$1,680								\$97,276
Total Task Cost Estimate														\$97,276
SUMMARY	Total LSCE Hours	257	0	0	642	24								923
	Total LSCE Cost	\$63,736	\$0	\$0	\$109,140	\$2,520								\$175,396
	Direct Expenses												\$1,375	\$1,375
	Outside Services						\$10,580	\$64,391	\$18,688	\$7,912	\$69,000	\$41,170		\$211,740
Total Cost Estimate														\$388,511
Contingency (10%)														\$38,851
Total Cost Estimate w/Contingency														\$427,362



Woodland-Roseville-Chico-Daly City-Boise, ID

2025 SCHEDULE OF FEES

ENGINEERING AND RELATED FIELD SERVICES

Professional*

Senior Principal	\$280/hr.
Principal Professional.....	\$260/hr.
Supervising Professional	\$248/hr.
Senior Professional	\$220/hr.
Project Professional	\$192/hr.
Staff Professional	\$170/hr.

Technical

Data Management Specialist**	\$160/hr.
Senior GIS Analyst.....	\$160/hr.
GIS Specialist.....	\$120/hr.
Engineering Asst./Scientist.....	\$120/hr.

Project Admin Support

Word Processing, Clerical.....	\$105/hr.
Digital Communications Specialist.....	\$120/hr.
Project Administrator	\$120/hr.

Vehicle Use	\$0.70/mi (or curr. IRS rate)
Subsistence	Cost Plus 15%
Field Equipment (Flow Meters, Transducers, etc.)	\$25 to \$100/day
Copies	\$0.20 ea.
Professional or Technical Testimony	200% of Regular Rates
Technical Overtime (if required)	150% of Regular Rates
Outside Services/Rentals	Cost Plus 15%
Services by Associate Firms	Cost Plus 15%
Prevailing Wage Rate	\$210/hr.

* Engineer, Geologist, Hydrogeologist, and Hydrologist

**Information Systems Analyst and Database Specialist

Note: Send invoice payments to Accounts Receivable, 500 1st Street, Woodland, CA 95695



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Action to Approve Contract with HydroCorp to Provide State Mandated Cross-Connection Services in the Amount of \$406,222.

Meeting Date: May 21, 2025

Prepared By: Aaron Goldsworthy, Water/Wastewater Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

It is recommended that the Board take the following action:

- a. Approve the contract with HydroCorp to provide State Mandated Cross-Connection services in the amount of \$369,292.52.
 - b. Authorize the General Manager to execute a contract with HydroCorp for the State Mandated Cross-Connection services.
 - c. Authorize the General Manager to execute any additional change orders to HydroCorp up to 10% of the contract value.
-

EXECUTIVE SUMMARY:

Cross-connections are actual or potential connections between a potable water supply and non-potable water plumbing. Backflow is the unintended reversal of water flow through a cross-connection, which can result in a potentially serious public health hazard. A cross-connection control and backflow prevention program helps prevent contaminants from entering a drinking water distribution system.

The cross-connection control plan creates a system for notifying water customers and identifying and eradicating cross-connections. These hazards lurk at service connections and within interior potable water plumbing, ranging from missing backflow preventers to incorrectly installed assemblies.

The CCCPH requires all California water systems to submit a cross-connection control plan to the State Water Resource Control Board for review and approval by July 1, 2025. In this plan, water system utilities should outline all key elements of your program, including:

- Hazard assessment and reassessment processes
- Backflow preventer assembly requirements and test tracking
- Enforcement and corrective actions
- Public awareness campaigns
- Record keeping and tracking

Staff contacted three companies with expertise in the aforementioned cross-connection elements. Two of the three companies contacted submitted proposals for review. SoCal Water and Hydro Corp are two vendors offering full-service Cross-Connection services.

SoCal Water's proposal cost of services is \$801,616 for 5 years.

HydroCorp's 3-year and 5-year contract will include: Existing Plan Assessment, Public Awareness, On-site Inspection, Enforcement and Program Management.

3 Year Cost

Commercial Hazard Assessment:	\$ 34,658.04	3 Year Inspection Cycle
Residential Hazard Assessment:	<u>\$ 198,073.02</u>	10 Year Inspection Cycle
Total:	\$ 232,731.06	

5 Year Cost

Commercial Hazard Assessment:	\$ 34,658.04	3 Year Inspection Cycle
Residential Hazard Assessment:	<u>\$ 334,634.48</u>	10 Year Inspection Cycle
Total:	\$ 369,292.52	

It is recommended that the Board take the following Action:

- a. Approve the contract with HydroCorp to provide State Mandated Cross-Connection services in the amount of \$369,292.52.
- b. Authorize the General Manager to execute a contract with HydroCorp for the State Mandated Cross-Connection services.
- c. Authorize the General Manager to execute any additional change orders to HydroCorp up to 10% of the contract value.

For more information regarding the State of California's Cross-Connection Control Policy by the State Resource Control Board, please see the handbook link below:

https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/cccp.html

FISCAL IMPACT:

Amount Requested: \$ 369,292.52 + 10% Contingency = \$ 406,222

Sufficient Budgeted Funds Available? Yes

Prog/Fund # Category: TBD

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

None.

ATTACHMENTS:

1. HydroCorp Presentation.



Town of Discovery Bay



— THE TOWN OF —
DISCOVERY BAY
Live Where You Play



Agenda

- Recap/Critical Issues for Discovery Bay
- HydroCorp Overview
- Project Plan
- Q&A



Critical Issues for Discovery Bay

Current State

- Looking for support re-writing cross-connection control plan.
- Small team, overlapping roles and responsibilities.
- 8/50 miles of asbestos concrete distribution system infrastructure project.
- Job hopping and retention of staff remains a challenge.
- \$105,000 - \$150,000 annual salary per surveyor.
*Not including time to train and retention of employee.
- Around 2,400 homes sit on the Delta.
- Backflow reports are maintained in a binder in the office, and notices are sent out in house.
- Now required to adjust cross-connection control program to stay in compliance with the Cross-Connection Control Policy Handbook.

How we Address

- Complete inventory of Residential & Commercial Backflow Assemblies and unknown cross connections.
- Support conducting boots on the ground physical surveys.
- Streamlined administrative relief with our managed software.
- Dedicated customer account rep for Town of Discovery Bay and ASSE trained customer service team for Discovery Bay water customers.
- Guaranteed compliance, reduced risk, financial efficiency.



The HydroCorp Promise

HydroCorp is the Safewater Authority™



Experience On Your Side



Time tested, proven process our field inspectors follow to meet productivity and quality assurance goals



Inspection Team Training and Certifications



Trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely, and courteous manner



Active members in many water industry associations



Sharing our knowledge – Safewater EDU



Project Plan



HydroCorp Turn-Key Program

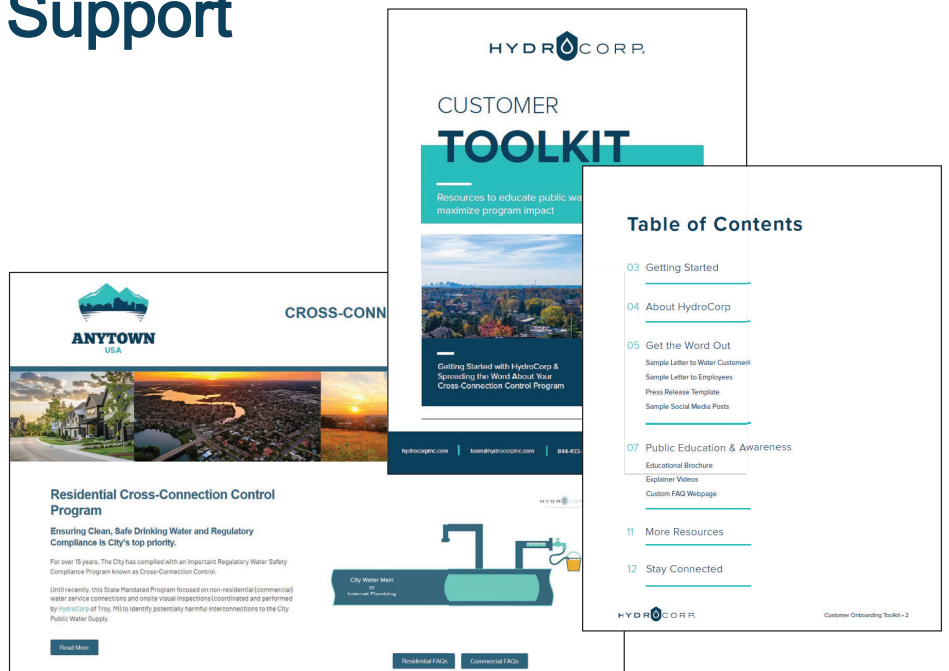


HYDROCORP



Public Awareness Support

- Public awareness toolkit with templates to engage residents & stakeholders
 - Program Announcement Letters to Staff & Customers
 - Press Release Template
 - Sample Social Media Posts
- Educational Brochures
- Program Overview Videos
- Custom Webpage



HYDROCORP



Facility Hazard Assessment/Inspection

Visual Review & Documentation



Numerous surveys daily in a designated client community



Greets building owner/occupant and explains the purpose of the site visit and expectations.



Using a tablet, surveys/assesses, and documents exiting backflow prevention devices and/or assemblies.



Documents each backflow preventer location, size, manufacturer, model # and serial # and investigates to verify most recent test of BFP assembly



Documents any mandatory corrective action into the HydroSoft client database

Hazard Assessment Notice Example

Cross Connection Control Program Inspection Notice

Sample Person
12345 Somewhere
Perfectville, FL 48888

Print Date: 11/06/2024

RE: Facility For Sample Notice at 12345 Somewhere

Reference #: 4CS-DA5-A9E

Dear Water Customer,

The purpose of the Cross Connection Control Program, as defined in local Ordinance Part II, Sec 48-70 thru 48-82, is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection and 2) testing of backflow prevention assemblies.

The will be working jointly with inspectors from HydroCorp to conduct these inspections. Thank you in advance for your cooperation in this matter.

As part of this program, an inspection of your facility's internal water system is to be completed. Inspectors will be reviewing your water system for connections that could possibly contaminate the water distribution system. The inspection is tentatively scheduled for N/A. Our inspector will do their best to be on-site this day, however, we may be on-site the day before or after the scheduled date. The inspection must be completed during normal business hours of 8:00 a.m. to 5:00 p.m. If you need a more specific time, please call 1-844-493-7641 to arrange an appointment.

Any costs associated with the replacement, modification(s), installation, and/or testing of backflow prevention assemblies are the responsibility of the property owner/manager and/or occupant.

You will be notified following the inspection if modification(s) and/or testing of backflow prevention assemblies are necessary. We look forward to working with you in protecting the drinking water supply.

If you have any questions or require additional information, please contact HydroCorp from 8 am to 6 pm EST Monday through Friday at 1-844-493-7641 or visit their website at hydrocorpinc.com.

Requirement(s) Notice Example

Cross Connection Control Inspection Non-Compliance Notice

John Smith
P.O. Box 123
Perfectville, MI 48098

Print Date: 7/15/2019

RE: [FACILITYNAME] at [SERVICEADDRESS1]

Reference Number: 933-DB1-3DB

Dear Water Customer,

The purpose of the [ORGNAME]'s Cross Connection Control Program, as defined in Local Ordinance [ORDINANCENUMBER], is to help eliminate possible contamination of the public water distribution system. There are two required components of the program; 1) site inspection, and 2) testing of backflow prevention assemblies.

An inspection of your facility's internal water distribution system was completed on [LASTSURVEYDATE]. Inspectors reviewing your water system found connections that could possibly contaminate the public water distribution system. A list of requirements is enclosed.

Requirements on this list must be addressed using only State approved backflow prevention devices. A licensed plumber should be able to assist you with acquiring approved backflow prevention devices. Some backflow prevention devices (assemblies) also require testing by a State Certified Tester. We suggest that the licensed plumber installing the testable assemblies also have the state certification to test assemblies. **All testable assemblies must be tested immediately at the time of installation.**

These requirements must be completed by [RESPONSEDATE]. After the requirements and devices have been installed (if applicable) please call the number below on or before the date listed above to schedule a compliance inspection. Failure to comply could result in discontinuation of water service.

To arrange for compliance review or if you require additional information, please contact HydroCorp at 1-844-493-7641 or visit their website at www.hydrocorpinc.com

Order #	Device Type	Qty	Comment
2	HBVB		Install Hose Bibb Vacuum Breaker (ASSE #1011) on hose bibb by slop sink in restroom. - Re: Michigan Plumbing Code, Section 608.15.4.2.
4	VMBP		Install Backflow Preventer for Beverage Dispensing Equipment (ASSE #1022) in supply to cappuccino machine. - RE: Michigan Plumbing Code section 608.16.10

11

Inspection Report



ZZ Sample-Com
Organization Inspections Conducted
Criteria:5/1/2024 - 6/7/2024



Inspection Summary:

Inspections Conducted:	0	Compliant:	0	Cancelled:	0	Initial Inspections:	0
Facilities Inspected:	9	Non Compliant:	0	Vacant:	0	Compliance Inspections:	0
Scheduled:	37	Rescheduled:	0	Inactive:	0	Reinspections:	0
To Be Scheduled:	0	Delayed:	0	Shutoff:	0		

Inspection Detail:

Facility Name	Service Address	Scheduled	Inspected	Type	Status	Inspector
(JM) Car Wash	555 Main	05/16/2024	05/16/2024	Re-Inspection	Scheduled	Sample Sync
Circle K (Sample)	123 St.	05/16/2024	05/16/2024	Initial Inspection	Scheduled	Sample Sync
(TU) Gas Station	555 Main	05/23/2024	05/23/2024	Re-Inspection	Scheduled	Sample Sync
7 Main LLC ED X	7 N Main St	05/23/2024	05/23/2024	Initial Inspection	Scheduled	Sample Sync
Easy Bake Desserts	1919 Bakers Avenue	05/30/2024	05/30/2024	Re-Inspection	Scheduled	Select Your Name
Inspector Training - A	123 Train St.	06/04/2024	06/04/2024	Initial Inspection	Scheduled	Sample Sync
Inspector Training - C	125 Train St.	06/04/2024	06/04/2024	Initial Inspection	Scheduled	Sample Sync
Jimbo's Liquor	12345 Drunkard Ct	06/04/2024	06/04/2024	Re-Inspection	Scheduled	James Simon
K-Tool Corp	31111 Wixom RD	06/04/2024	06/05/2024	Re-Inspection	Scheduled	Select Your Name



Requirement Report



ZZ Sample-Com
Violations
Criteria: 5/1/2024 - 6/6/2024



Violation Summary:

Total Violations: 16
Total Facilities with Violations: 8

Violation Details:

Facility Name	Service Address	Order #	Location/Comments
(JM) Dry Cleaner	555 Main	1	Adjust (2) existing Anti-Siphon Balloons (ASSE 1002) in water closets of women's (1) and men's (1) restroom on the first floor and/or cut overflow pipe in order to provide a minimum of a 1" air gap measured from the critical level (C-L) of the device to the full opening of the overflow pipe. RE: Michigan Plumbing Code section 425.3.1
(JM) Dry Cleaner	555 Main	5	Install Hose Bibb Vacuum Breaker (ASSE #1011) on hose threads of Hose drop located next to tire machine.
(JM) Dry Cleaner	555 Main	7	Repair/Replace missing top cover of built in atmospheric vacuum break on faucet fixture outside of wash room.
(JM) Dry Cleaner	555 Main	9	Adjust existing Anti-Siphon Balloons (ASSE 1002) in water closet of Women's restroom and/or cut overflow pipe in order to provide a minimum of a 1" air gap measured from the critical level (C-L) of the device to the full opening of the overflow pipe. RE: Michigan Plumbing Code section 425.3.1
(JV) Sample Inspection #21	555 Main St	3	Install Anti-Frost Hose Bibb Vacuum Breaker (ASSE #1011, Watts NFB or Equal) On Outside Hose Bibb - Re: Michigan Plumbing Code, Section 608.15.4.2
(TU) Gas Station	555 Main	2	Install Backflow Preventer for Beverage Dispensing Equipment (ASSE #1022) in supply to carbonated beverage machine - Re: Michigan Plumbing Code table 608.16.1
Easy Bake Desserts	1919 Bakers Avenue	20	Install 1" air gap on drain of ice maker in
Jimbo's Liquor	12345 Drunkard Ct	2	DCV needed for fire protection bypass above the RBPB
Jimbo's Liquor	12345 Drunkard Ct	5	Install Reduced Pressure Backflow Prevention Assembly (ASSE #1013) in supply to water back-up sump pump. NOTE: RBPB will replace inappropriate existing vdcv
JJ's Auto Repair	555 Main St	3	Install Hose Bibb Vacuum Breaker (ASSE #1011) on hose threads of hose drop located next to tire machine
JJ's Auto Repair	555 Main St	5	Repair/Replace missing top cover of built in atmospheric vacuum breaker on faucet fixture outside wash room



Address/Device Report



(TU) Dental Clinic
555 Main
Sample
Cross Connection Control Program



Backflow Preventer Summary:

Count of Existing: 7
Count of Required: 3
Inspection Freq: 12
Initial Inspection Date: 04/14/2017
Last Inspection Date: 04/14/2017
Current Survey Status: Non-Compliant
Last Notice Sent: Non Com 2
Last Notice Date: 12/05/2017
Facility Type: Dental

Existing Backflow Preventers:

Ord #	Device Type	Protection	Manufacturer	Model #	Serial #	Size	RO #	Last Test	Comments
4	RRF	Restroom Fixtures	- N/A -	- N/A -		0			Restroom fixtures (4) in restrooms (4)
5	PVB	Lawn Sprinkler System	Watts	800	394623.2	1			Lawn Sprinkler System on outside east wall
6	HBVB	Outside Hose Bibb	- N/A -	- N/A -		0			Outside Hose Bibb (2) north and south walls
7	AVB	X-ray Developer	- N/A -	- N/A -		0			X-ray developer
8	AG	Isolation	- N/A -	NA		0			Model grinder
9	HBVB	Slop Sink	- N/A -	- N/A -		0			Slop Sink in utility room
10	AVB	Isolation	- N/A -	- N/A -		0			Vacuum pump

Required Backflow Preventers:

Ord #	Device Type	Protection	Size	Comments
1	RRF	Restroom Fixtures	0	Adjust (Cut) Overflow Pipe in Water Closet of unisex Restroom in Order to Provide a Minimum of a 1" Air Gap Measured From the Critical Level (C-L) of the Existing Anti-Siphon Balloons to the Full Opening of the Overflow Pipe. RE: Michigan Plumbing Code Section 425.3.1
2	RBPB	Dental Chair	0	Install Reduced Pressure Backflow Prevention Assembly (ASSE #1013) in supply to Dental Chairs



Project Cost – Commercial Hazard Assessments

*Includes Compliance Inspections

Includes:

Commercial Hazard Assessments completed over 3 years, Notices, Setup, Support, Implementation, View Only Access, Reporting, Data Management, Public Awareness toolkit, Water Customer Support

Surveys / Year – 62

Cost per Survey =\$179.08 (First Year Pricing)

Connection Cost:

\$81.36 / Annual cost per connection

\$6.78/ Connection per month

*Averages over the 3year contract

3-Year Contract
3 Year Inspection Cycle
HydroCorp
All-In Price
\$34,658.04

Year 1: \$11,102.65
Year 2: \$11,546.76
Year 3: \$12,008.63

Project Cost - Residential Hazard Assessments

*Includes Compliance Inspections

Includes:

Residential Hazard Assessments completed over 10 years, Notices, Setup, Support, Implementation, View Only Access, Reporting, Data Management, Public Awareness toolkit, Water Customer Support

Surveys / Year – 726

Cost per Survey =\$85.10 (First year pricing)

Connection Cost:

\$11.07 / Annual cost per connection

\$0.92/ Connection per month

*Averages over the 5year period

5-Year Contract
10 Year Inspection Cycle
HydroCorp
All-In Price
\$334,634.48
Year 1: \$61,782.60
Year 2: \$64,253.90
Year 3: \$66,824.06
Year 4: \$69,497.02
Year 5: \$72,276.90

Project Cost - Residential Hazard Assessments

*Includes Compliance Inspections

Includes:

Residential Surveys completed over 10 years, Notices, Setup, Support, Implementation, View Only Access, Reporting, Data Management, Public Awareness toolkit, Water Customer Support

Surveys / Year – 726

Cost per Survey = \$87.40 (First year pricing)

Connection Cost:

\$10.92 / Annual cost per connection

\$0.91/ Connection per month

*Averages over the 3year period

3-Year Contract
10 Year Inspection Cycle
HydroCorp
All-In Price
\$198,073.02
Year 1: \$63,452.40
Year 2: \$65,990.50
Year 3: \$68,630.12

Residential Exterior Hazard Assessment

- Water customer receives hazard assessment notice. Scheduling designated time window if necessary.
- Hazard assessment completed in a short amount of time.
 - Inspector does *not* go into the interior of the homes.
- Customer provided with educational brochure on common cross-connections & backflow preventers.



Reducing the Administrative Burden



Database with Water
Customer Account Information



Postal Notifications



Online Scheduling & Dedicated
Toll-Free Customer Support



Compiled Survey Data

Save an average of

3.2

**administrative hours
per day***

*The equivalent of 8 working days each
month and almost \$2,000 (at \$30/hour)



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

AGENDA ITEM:
E4

Agenda Title: Discussion and Possible Action to Approve an Amendment to the Scope of Work for the Water and Wastewater Rate Study with Lechowicz & Tseng Municipal Consultants.

Meeting Date: May 21, 2025

Prepared By: Margaret Moggia, Finance Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Authorize the General Manager to amend the contract with Lechowicz & Tseng Municipal Consultants who conducted the Water and Wastewater Rate Studies in the amount of \$7,895.08 for a total not-to-exceed of \$50,365.08.

EXECUTIVE SUMMARY:

In July 2023, the Board approved an agreement with Lechowicz & Tseng Municipal Consultants (L&T) in the amount of \$42,470 to conduct the water and wastewater rate study. The scope included data gathering, development of financial plan and cost allocation to develop the rate design to recommend for the upcoming rate study. The scope also included meeting attendance and assistance with the Prop 218 process.

Since July 2023, the Town has met with the L&T multiple times to reflect the ongoing changes in the capital project assumptions based on information provided by the engineers. In addition, there was a pause in the rate study to see the impact on the potential ballot measure that may affect the way this report and process would be handled.

Staff received a request from L&T who outline additional costs necessary to complete the rate study and Prop 218 process and are requesting a proposed budget amendment of \$7,898.08. Staff received a request from L&T who outlined the additional costs necessary to complete the rate study and Prop 218 process and are requesting a proposed budget amendment of \$7,898.08. Staff have reviewed the proposal and recommend the Board's approval.

FISCAL IMPACT: There are available funds within the Water and Wastewater consultant budget to accommodate the amendment request.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

July 5, 2023

ATTACHMENTS:

1. L&T letter.

May 12, 2025

Margaret Moggia, Finance Manager
Town of Discovery Bay CSD
1800 Willow Lake Road,
Discovery Bay Ca 94505

Dear Margaret:

Lechowicz & Tseng Municipal Consultants (L&T) has enjoyed working with you on the Town of Discovery Bay Community Services District's (Town) Water and Sewer Rate Study. L&T's scope for the study included providing a financial plan, rate recommendations, draft and final report, attendance at (3) three in-person meetings, and printing and mailing of Proposition 218 notices. We originally submitted our rate study proposal in June 2023 which included a budget of \$42,470. The study has shifted focus a few times due to elections, capital project costs and timing, as well as project financing considerations. Following invoicing of April 2025 hours and expenses, most of our original budget has been expended with only \$1,927.36 remaining.


To complete the rate study, L&T requests a budget amendment of \$7,895.08. This amendment consists of:

Printing and mailing Proposition 218 notices	\$7,072.44 (actual cost, not yet billed to Town)
Attendance at the Open House on May 1	\$1,250.00
Attendance at the Prop 218 hearing on June 18 + any needed coordination	<u>\$1,500.00</u>
Subtotal	\$9,822.44
Net of remaining budget	(\$1,927.36)
Proposed Budget Amendment	\$7,895.08

Please see next page.

We look forward to successfully completing the Water and Sewer Rate Study with the Town of Discovery Bay Community Services District. Thank you.

Regards,

A handwritten signature in purple ink, reading "Alison Lechowicz". The signature is fluid and cursive, with the first name "Alison" and last name "Lechowicz" clearly distinguishable.

Alison Lechowicz, Principal
909 Marina Village Parkway #135
Alameda, CA 94501
(510) 545-3182
alison@LTmuniconsultants.com

PARKS, LANDSCAPE and RECREATION UPDATES APRIL 2025



BOD 5/21/2025



CORNELL PARK
PLAYGROUND STRUCTURE



CORNELL PARK
PLAYGROUND STRUCTURE



CORNELL PARK

Now
Open

RAVENSWOOD PARK Splash Pad



Come and enjoy the newly renovated splash pad.

Open Daily ~ 11am - 7pm

Water pressure adjustments in progress

RAVENSWOOD PARK SPLASH PAD



RAVENSWOOD PARK SPLASH PAD

PROGRAMS AND RECREATION

~ PAINT NIGHT ~ DRIVERS EDUCATION ~ FLICK N' FLOAT
~ SWIM LESSONS ~ MERMAID SCHOOL ~ MOVIE NIGHT
~ RECREATIONAL SWIM ~ ZUMBA ~ YOGA ~ FITNESS, AND MORE



LOOKING FOR FUN ACTIVITIES THIS SUMMER?

TO VIEW AND REGISTER FOR CLASSES,
PLEASE VISIT TODB.RECDESK.COM/COMMUNITY/HOME
OR SCAN THE QR CODE.



Adult Lap Swim



April 28 - June 6*
M-F - 11AM-2PM

June 10 - July 23
Tues/Wed - 12PM-2PM

July 28 - September 26
M-F - 11AM-2PM

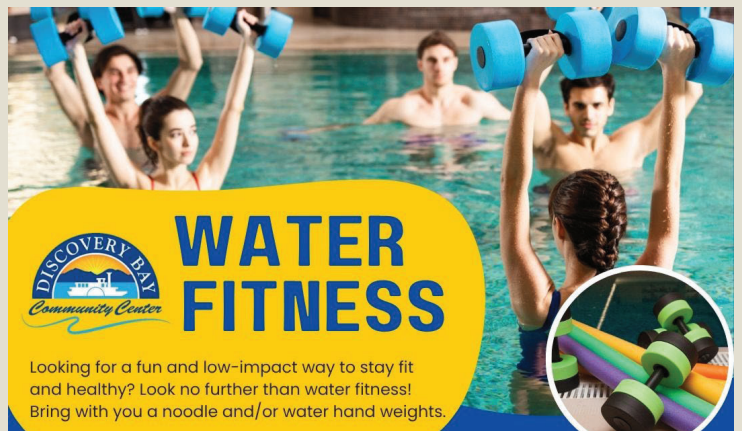
*No lap swim 5/26, 9/1

SUBJECT TO CHANGE WITHOUT NOTICE
WEATHER PERMITTING

18+
only

DISCOVERY BAY
COMMUNITY CENTER
1601 DISCOVERY BAY BLVD.

925-392-4575



WATER FITNESS

Looking for a fun and low-impact way to stay fit and healthy? Look no further than water fitness! Bring with you a noodle and/or water hand weights.

M-F / 8:30 AM-9:30 AM / \$10 DROP IN FEE

To view the complete class description and schedule, please scan the QR code or visit:
<https://todb.recdesk.com/Community/Home>

Contact Us

925-392-4575



SUBJECT TO CHANGE
WITHOUT NOTICE
WEATHER PERMITTING



Community Center Swimming Pool Recreational Public Swim

WEEKEND PUBLIC SCHEDULE

May 24 – August 31
Saturday, Sunday, 12PM-6PM
Pool Closed: 6/7

WEEKDAY PUBLIC SCHEDULE

June 9 – July 25
Monday, Thursday 1PM-5PM
Friday 12PM-6PM
Pool Closed Tuesdays and Wednesdays

SPECIAL HOLIDAY PUBLIC SWIM HOURS

May 26, July 4, and September 1
12PM-6PM

ADMISSIONS

General Admission - \$5.00
Children under 2 - Free

PASSES

Season – Individual - \$45
Season – Family of 4 - \$160
Season – Family of 5 - \$198
Season – Family of 6 - \$236

Note: Children under the age of 12, or those who cannot pass a swim test, MUST be accompanied by a responsible adult 18+. Lifeguard is on duty during Recreation Public Swim.

**SUBJECT TO CHANGE WITHOUT NOTICE
WEATHER PERMITTING**



Community Center Swimming Pool Recreational Public Swim

Skip the Line—Grab Your 2025 Pool Pass!
Get unlimited access to
Public Swim, Holiday Swim Days, and Flick N' Float!

Purchase your Season Pass online:
<https://todb.recdesk.com/Community/Membership>



Passes expire at the end of the 2025 aquatic season

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Discovery Bay Community Center

Swim Lessons

Swimmers of all ages and abilities are welcome. Sessions are one week, Monday – Thursday, no class on Friday. Each class is 25 minutes, and all classes are held at the Discovery Bay Community Center Pool located at 1601 Discovery Bay Blvd.

To view the complete schedule of our swim lessons, scan the QR code below or visit:
<https://todb.recdesk.com/Community/Home>

Registration is now open!

For more information:

📞 925-392-4575



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