



TOWN OF DISCOVERY BAY

"A COMMUNITY SERVICES DISTRICT"

SDLF PLATINUM-Level of Governance

Chair Carolyn Graham and Vice-Chair Kevin Graves

NOTICE OF THE SPECIAL MEETING OF THE WATER & WASTEWATER COMMITTEE OF THE TOWN OF DISCOVERY BAY August 19, 2026 05:30 PM

To Attend In-Person:

Discovery Bay Community Center, 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505

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/81370654114>

To Attend by Phone: +1 (669) 444-9171 OR +1 (719) 359-4580 & Webinar ID 81370654114

To Download Agenda Packet & Materials: <http://www.todb.ca.gov/>

A. ROLL CALL

1. Call the meeting to order at 5:30p.m.
2. Roll Call.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to 3 minutes)

During Public Comments, the public may address the Committee 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 Committee for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Committee and the commenter as the law strictly limits the ability of Committee 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 Committee only. Any clarifying questions

from the Committee must go through the Chair. Comments from the public do not necessarily reflect the viewpoint of the Committee members.

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.

- C.1 Approve Water & Wastewater Committee DRAFT Meeting Minutes from July 1, 2026. Page 4
Sponsor(s): Kelly Rajala, Board Secretary

D. UPDATES

- D.1 Discovery Bay Sewage Treatment Plants 2025 Capital Improvements Project Bid Update.
Sponsor(s): Aaron Goldsworthy, Water & Wastewater Manager

E. PRESENTATIONS

F. DISCUSSION ITEMS

- F.1 Discussion and Possible Recommendation to Authorize a Professional Services Agreement with Shobe Engineering for Services Related to Repairs of Well No. 7 Site Access. Page 7
Sponsor(s): Aaron Goldsworthy, Water & Wastewater Manager
- F.2 Discussion and Possible Recommendation Regarding the Approval of Agreement with Shobe Engineering for District Water Engineering General Services for Fiscal Year 2026–2027 Page 20
Sponsor(s): Aaron Goldsworthy, Water & Wastewater Manager
- F.3 Discussion and Possible Recommendation Regarding the Approval of Agreement with Luhdorff & Scalmanini, Consulting Engineers (LSCE) for District Water Engineering General Services for Fiscal Year 2026–2027. Page 29
- F.4 Discussion and Possible Feedback to Approve the Purchase of the Steel Components for the Solar Array Project.

G. FUTURE AGENDA ITEMS

H. ADJOURNMENT

Adjourn to the next Regular Meeting of the Water & Wastewater Committee 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.



**MINUTES OF THE REGULAR MEETING
OF THE WATER & WASTEWATER COMMITTEE
OF THE TOWN OF DISCOVERY BAY
July 01, 2026 05:30 PM**

Chair Carolyn Graham and Vice-Chair Kevin Graves

A. ROLL CALL

Meeting was called to order at 5:30 pm.

Roll call was taken and all members were present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to 3 minutes)

None.

C. CONSENT CALENDAR

Moved By Vice-Chair Kevin Graves

Seconded By Chair Carolyn Graham

Motion to approve the Consent Calendar.

For (2): Chair Carolyn Graham, and Vice-Chair Kevin Graves

Motion Carried (2 to 0)

C.1 Approve Water & Wastewater Committee DRAFT Meeting Minutes from June 3, 2026.

D. UPDATES & PRESENTATIONS

D.1 Wastewater Treatment Plant CIP Project Presentation

Presented by Gregory Harris with Herwit Engineering.

- Location of Discovery Bay has historically made it difficult to get bids for smaller projects.
- Proposed Capital Improvement Projects include:
 - new vac truck storage
 - new solar mixers
 - replacing belt press No. 1
 - new maintenance entrance
 - new vac truck dump station
 - new roof on Dryers C & D
 - replace conduit in Dryers A & B
 - new Mole in Dryer B
- Bids for construction are due July 28, 2026.
- Bid will be awarded at the August 5, 2026, Board Meeting.
- Notice to Proceed issued September 1, 2026.
- Construction completion September 2027.
- Estimated construction costs \$4.5 million.

E. DISCUSSION AND POSSIBLE ACTION

E.1 Discussion and Possible Recommendation to Award Contract to Herwit Engineering for Construction Management Services for Wastewater Capital Improvement Projects.

Presented by General Manager Dina Breitstein.

- Herwit will provide construction-phase services for the 2025 CIP Miscellaneous Improvements Project.
- Base contract: \$327,860 +10% contingency: \$32,786 = total \$360,646.
- All estimated project costs budgeted for in the adopted FY 26-27 Wastewater Capital Improvement Budget.

Committee recommends Board approval of the item at the Board of Directors meeting.

F. CORRESPONDENCE

None.

G. FUTURE AGENDA ITEMS

None.

H. ADJOURNMENT

Meeting was adjourned at 6:00 pm.

Kelly Rajala



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Recommendation to Authorize a Professional Services Agreement with Shobe Engineering for Services Related to Repairs of Well No. 7 Site Access.

Meeting Date: August 19, 2026

Prepared By: Dina Breitsein, General Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Staff recommends that the Committee take the following action:

- Recommend that the General Manager execute a professional services agreement with Shobe Engineering, in the amount of \$176,221 for engineering design, environmental review, permitting support, contractor procurement support, and construction support for the repair of Well No. 7 site access.

EXECUTIVE SUMMARY:

Well No. 7 is a critical water production facility. Access to the well site crosses a District-maintained drainage ditch that conveys agricultural drainage to Kellogg Creek. The access crossing includes a corrugated metal pipe (CMP) culvert beneath the access road that existed before Well No. 7 was completed in 2015. The CMP culvert has partially collapsed, and the surrounding fill is eroding and submerged in standing tidal water.

The access road also supports critical water and electrical utilities needed to operate Well No. 7. The crossing is actively deteriorating due to daily tidal influence, soil sloughing, and undermining of the driveway embankment. If the crossing fails, the District could lose vehicle access to Well No. 7 and the water and electrical utilities within the access road could be damaged. This could interrupt operation of Well No. 7 and create a more difficult and costly repair condition.

The culvert outlet extends to Kellogg Creek, which is a regulated water body. Work involving dewatering and repair may require permits or approvals from the U.S. Army Corps of Engineers (USACE), Central Valley Regional Water Quality Control Board (RWQCB), and California Department of Fish and Wildlife (CDFW).

Staff is not recommending that the Board formally declare an emergency at this time. However, the condition is urgent and requires immediate action to avoid imminent failure and reduce the likelihood of a future emergency. This is considered urgent for two reasons:

1. Failure of the crossing could result in loss of access to the well site and interruption of Well No. 7 operation if the water and electrical utilities within the access road are damaged.
2. If failure occurs before the crossing is replaced, repair costs and construction risks would likely increase. Collapse of the culvert is most likely to occur during winter storms or high-water events, when conditions would be more challenging for utility restoration, excavation, compaction, reconstruction of the access road, and repair of any additional damage caused by the collapse.

Potential Alternatives

District staff and Shobe Engineering reviewed potential approaches to address the failing crossing, including rehabilitating the existing culvert, replacing the existing culvert in place, relocating the crossing upstream, and developing alternate access and utility routing.

The preferred approach is to relocate the crossing upstream within the District-owned drainage ditch (shown in the attached site map figure). This option has multiple potential benefits compared to repairing or replacing the culvert in its current location. By relocating the crossing upstream, the water and electrical utilities would be rerouted in a controlled manner before the existing crossing is removed, reducing risk to Well No. 7 operations during construction. Relocating the crossing farther from Kellogg Creek may also reduce permitting complexity and simplify long-term maintenance.

Shobe Engineering Services

Shobe Engineering's proposed scope includes:

- Project management: overall coordination, schedule and budget tracking, and monthly progress updates to the District.
- Site investigations: updated topographic survey, geotechnical borings and engineering, and environmental studies (biological, aquatic resources, and cultural resources) to support design and permits.
- Preliminary design basis: use the investigation results to define the preferred crossing location, culvert size, grading and drainage, access realignment, and utility relocation concept for Alternative 3.
- CEQA and permitting: evaluate the appropriate CEQA exemption pathway and prepare permit applications, as needed, for a CDFW Lake or Streambed Alteration Agreement, a Clean Water Act Section 404 permit from USACE, and a Section 401 Water Quality Certification from RWQCB (note: Shobe's scope assumes these permits are required and a fee reduction will be provided for any permits that are not needed).
- Final design: prepare 60%, 90%, and 100% plans, specifications, and cost estimates, including erosion control, dewatering concepts, retaining structures, and PG&E coordination for power relocation.
- Procurement and construction support: assist the District with contractor procurement, review submittals and RFIs, attend progress meetings, provide milestone site visits, and assist with change management and permit compliance through closeout..

Schedule

Anticipated total duration is about 12 months:

- Estimated 6 months for investigations, environmental work, permitting, and design.
- Estimated 6 months for procurement and construction.

Current Safety Status

The District and operations staff are treating the crossing as a restricted public safety concern and are actively monitoring the condition while the repair project moves forward. The following actions are being implemented by Veolia and staff:

- Foot access only across the culvert.
- Daily/weekly inspections and communications with District staff.
- Place signage and temporary fencing to prevent public access to the area.

FISCAL IMPACT:

The proposed contract with Shobe Engineering LLP is a not-to-exceed amount of \$176,221.

Construction costs are not yet known and will be developed as the design advances and field conditions are confirmed. Additional Board authorization may be required for construction contracting, permit fees, additional environmental documentation if needed, or services outside the approved scope.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

N/A

ATTACHMENTS:

1. Site Access Map and Photos
2. Shobe Engineering Proposal for Well No. 7 Site Access Improvements

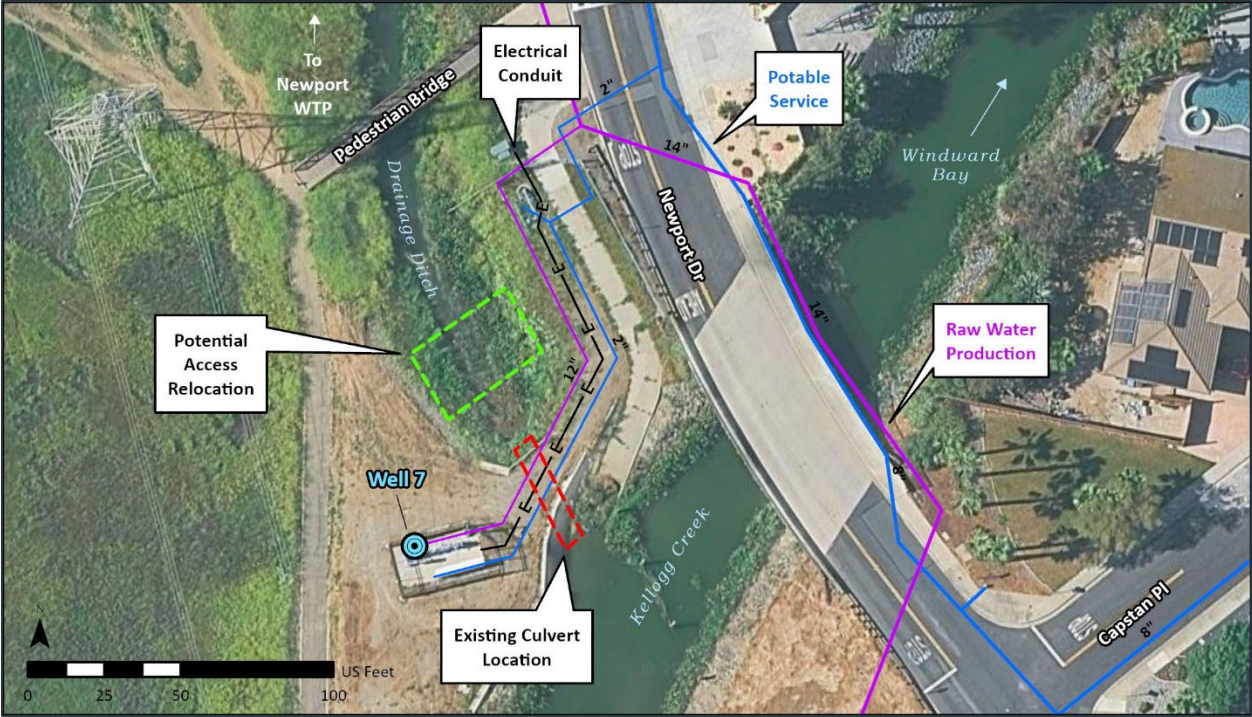


Figure 1: Site Access Map



Figure 2: Erosion at Drainage Ditch Crossing



Figure 3: Erosion Undermining Beneath Crossing



Figure 4: CMP Culvert Pieces

July 31, 2026

Dina Breitstein
General Manager
Town of Discovery Bay Community Services District
dbreitstein@todb.ca.gov

SUBJECT: Proposal for Well No. 7 Site Access Improvements

Dear Ms. Breitstein:

Shobe Engineering is pleased to provide the Town of Discovery Bay Community Services District (District) with this proposal for engineering services related to design, permitting and construction support for the failing access to the District's Well No. 7. The failing culvert at Well No. 7 access road is an emergent issue that could disrupt operations if not addressed proactively. This proposal was prepared based on review of field conditions, potential alternatives, permitting considerations and input from specialty subconsultants.

Project Understanding

Access to Well No. 7 from Newport Drive crosses a drainage ditch that is maintained by the District and conveys agricultural drainage to Kellogg Creek (**Figure 1**). The culvert beneath the access road is a corrugated metal pipe (CMP) that existed before Well No. 7 was completed in 2015. The culvert has partially collapsed and is submerged in standing tidal water. The access road above the culvert also carries critical water and electrical services for Well No. 7 operation.

The outlet of the culvert extends into Kellogg Creek, which is considered a jurisdictional water of the U.S. and is maintained by Reclamation District 800 (RD 800). Because the culvert remains influenced by standing tidal water, the existing pipe condition cannot be fully evaluated without temporary dewatering and isolation. Based on discussions with RD 800 and their engineer, work involving dewatering or excavation within Kellogg Creek could trigger approvals or permits from regulatory agencies, including:

- U.S. Army Corps of Engineers (USACE),
- Central Valley Regional Water Quality Control Board (RWQCB), and
- California Department of Fish and Wildlife (CDFW).

Permitting requirements will depend on input from these agencies based on the findings of an environmental assessment and the selected design alternative.

The access crossing is actively deteriorating due to daily tidal influence, which is causing soil sloughing and undermining of the embankment. Failure of the crossing would result in loss of vehicle access and disruption of Well No. 7 operations because the water and electrical utilities are in the access road. Failure is most likely to occur during winter-time inclement weather, when construction conditions would be less suitable and the cost to stabilize the site and restore access could be significantly higher.

Given the risk and severity of failure, the District may be proceeding with this project on an emergency basis. Therefore, the proposed scope of work provides the services needed to prepare designs, conduct environmental permitting, and provide support for contractor procurement and construction following District procedures and applicable laws and regulations. Environmental review will be provided by **Acorn Environmental**, a trusted subconsultant with experience in Delta-region permitting. Surveying will be provided by **Humann Company**, and a geotechnical investigation will be provided by **Bajada Geosciences** to provide recommendations for sheet piles, slope stability, and retaining walls.

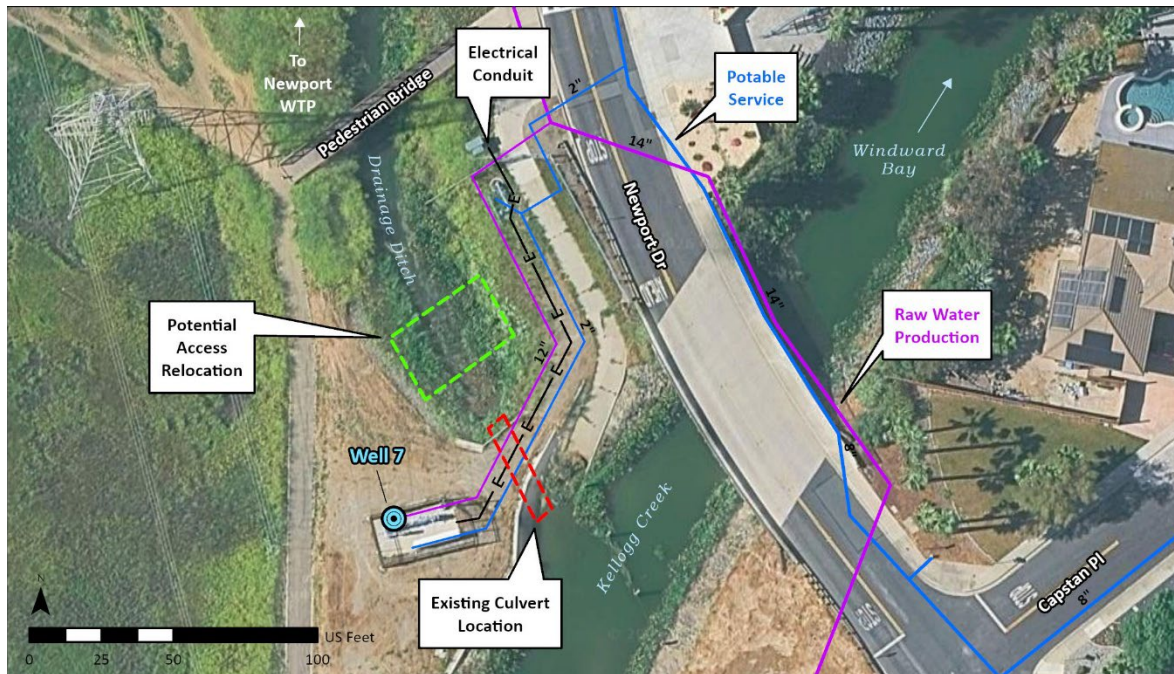


Figure 1: Well No. 7 Access Layout

Scope of Work

Task 1 – Project Management and Coordination

This task includes overall project administration, coordination, schedule tracking, budget management, and quality control. Shobe Engineering will coordinate with District staff, operations personnel, subconsultants, jurisdictional agencies, and other stakeholders as needed to support project delivery. Progress reports will be provided to the District as information develops.

Deliverables:

- Monthly progress reports with budget and schedule tracking

Task 2 – Site Investigations and Surveys

This task will involve a site topographical survey, geotechnical investigation, and environmental assessments, which are needed to support permitting and design.

Site Topographic Survey

Humann Company Inc., which provided the original survey for the Well No. 7 site, will prepare an updated topographic basemap reflecting existing and as-built site conditions. The topographic survey will be sufficient for civil design and will include recorded boundary lines, existing buildings and major site improvements, Newport Drive, top of bank and water's edge for the existing drainage channel and Kellogg Creek, and other visible features. Underground utilities will be incorporated based on available as-builts.

Geotechnical Evaluation

Bajada Geosciences will provide geotechnical engineering services to support the design of the selected improvement. Bajada's work will include pre-exploration coordination, review of available geologic and geotechnical data, subsurface exploration, laboratory testing, geotechnical analysis, and preparation of a geotechnical report. The exploration is anticipated to include one to two borings advanced up to approximately 30 feet, with soil sampling and laboratory testing for moisture density, Atterberg limits, grain-size distribution, direct shear, and soil corrosivity, as appropriate.

The geotechnical evaluation will address subsurface soil conditions, groundwater depth and distribution, excavatability, slope stability, temporary excavation and shoring considerations, lateral earth pressures for shoring design, sheet pile design factors, compaction criteria, potential reuse of onsite soils, and seismic design parameters. The results will be used to support design selection, details and specifications for construction.

Environmental Review

Acorn Environmental will provide an environmental assessment of the site and surrounding area to support the alternatives evaluation, CEQA compliance, and permit applications. Acorn's work will include a biological investigation, aquatic resources delineation, and cultural resources technical memorandum.

- Biological Investigation: this involves a desktop study and site reconnaissance to develop a comprehensive Biological Resource Assessment Report that describes existing conditions, evaluates potential project impacts, identifies likely permitting needs, and recommends avoidance, minimization, and mitigation measures. The report will document any special species identified and will be used to support CEQA and permitting in later tasks.
- Aquatics Resources Delineation: an aquatic resource survey will be conducted for the culvert area plus a buffer of 100 feet, as accessible. Aquatic resources will be mapped with GPS equipment and prepared in a report consistent with USACE requirements. Kellogg Creek is a jurisdictional Delta water feature with potential Essential Fish Habitat for Chinook salmon, critical habitat for Delta smelt, downstream critical habitat for green sturgeon and steelhead, and potential occurrence of northwestern pond turtle, California red-legged frog, and western spadefoot.
- Cultural Resources Assessment: this work is necessary to confirm that the project is eligible for CEQA Categorical Exemption and to comply with CWA and Section 106 of the National Historic Preservation Act (NHPA). A pedestrian survey will be performed by a qualified archeologist to document the status of any record sites noted in the record searches and to confirm no other unrecorded sites exist. A technical memorandum will support consultation with State Historic Preservation Officer (SHPO), for permit compliance.

Deliverables:

- Topographical Basemap
- Geotechnical Investigation
- Environmental Documentation
 - Biological Resources Assessment Report
 - Aquatic Resources Delineation Report
 - Cultural Resources Technical Memorandum

Task 3 – Preliminary Design Basis

Our initial assessment identified four alternative design concepts to address the failing culvert (described below). Based on discussions with the District, the preferred approach is to relocate the crossing upstream (Alternative 3). The alternatives are summarized below for context and to support CEQA and permitting documentation, if needed.

- **Alternative 1 – Line or Rehabilitate the Existing Culvert**
This alternative would rehabilitate the existing culvert in place, potentially through slip lining. The primary benefit of this approach is that it reduces excavation and disturbance compared to full replacement. However, the feasibility is uncertain because the existing culvert is partially collapsed, corroded, and influenced by standing tidal water. Dewatering and temporary isolation may still be required to confirm the culvert condition feasibility. This alternative may also not address long-term maintenance and permitting constraints at the Kellogg Creek outlet.
- **Alternative 2 – Replace the Existing Culvert in Kind**
This alternative would replace the existing culvert in its current location with a new culvert of similar size and function. The primary benefit is that it would restore the existing access crossing using the current alignment and avoid major changes to the access road or Well No. 7 site layout.

Key risks include protecting the existing water and electrical utilities during construction, temporary shoring requirements, dewatering and excavation near Kellogg Creek, and potentially greater permitting complexity due to work at the existing culvert outlet.

- **Alternative 3 – Relocate the Crossing Upstream (Preferred)**

This alternative would construct a new culvert crossing upstream within the District-owned drainage ditch and reroute the water and electrical utilities to the new crossing. This option has multiple potential benefits. The critical utilities could be rerouted in a controlled manner before the existing crossing is removed, reducing construction risk and disruption of Well No. 7 operation. The new crossing would also be located away from the Kellogg Creek, which could reduce permitting complexity and simplify long-term maintenance. Key unknowns and risks include geotechnical conditions, realignment of site access, drainage and grading requirements, utility tie-in constraints, and removal and restoration requirements at the existing culvert area.

- **Alternative 4 – New Utility Routing and Alternate Access**

This alternative would reroute the water and electrical utilities away from the existing crossing and develop alternate access to Well No. 7 through available easements across the adjacent property from Bixler Road. An alternate access route could provide an emergency or secondary access option if the existing crossing fails and access from Newport Drive is closed. However, rerouting utilities would likely be a significant undertaking. The raw water main could potentially be routed directly to the Newport WTP along the District-owned ditch, but the distance is over 2,000 feet and would require further evaluation of alignment, constructability, easements, and cost. This option may reduce immediate reliance on the existing crossing but may not eliminate the need to address the failing culvert.

Based on the findings from Task 2, Shobe Engineering will develop a preliminary design basis for the selected Alternative 3. The design basis memorandum will document the preferred crossing location, preliminary culvert configuration, grading and drainage approach, utility relocation concept, access realignment, constructability considerations, anticipated permitting constraints, and assumptions for final design. The previously discussed alternatives will be summarized only as needed to support CEQA, permitting, and documentation of the District's selected approach. The memorandum will be reviewed with District staff prior to advancement into permitting and design under Tasks 4 and 5.

Deliverables:

- **Technical Memorandum – Preliminary Design Basis**

Task 4 – CEQA Compliance and Permitting Support

Task 4 will proceed concurrently with Task 5 for permitting and design of the preferred alternative. Acorn Environmental will prepare the necessary environmental documentation, permit applications, and agency coordination materials. Permit costs to regulatory agencies are not included.

If the District declares this project an emergency, Shobe Engineering and Acorn Environmental will assist the District in documenting the emergency basis for the project and evaluating the appropriate CEQA and permitting pathway.

CEQA Exemption

Emergency status may support use of a CEQA emergency exemption or expedited agency coordination, but it does not necessarily eliminate the need for agency authorization for work affecting Kellogg Creek. The project may also qualify for a CEQA Categorical Exemption as a Class 1 Existing Facilities exemption or Class 2 Replacement or Reconstruction exemption, as outlined in CEQA Guidelines Sections 15301 and 15302, respectively. Acorn will review available databases and documents to identify whether unique considerations or potentially significant effects could result in an exception to the use of exemptions. Acorn will prepare a draft whitepaper documenting the project's compliance with the applicable CEQA exemption and preparation of a CEQA Notice of Exemption for filing with the County Clerk and State Clearinghouse.

If any exceptions per CEQA Guidelines preclude the use of an exemption for the proposed project, Shobe Engineering will notify the District and provide a scope of work for an Initial Study / Negative Declaration (ND) or Mitigated Negative Declaration (MND).

Lake or Streambed Alteration Agreement (LSAA)

Under California Fish and Game Code Section 1602, CDFW must issue a Lake or Streambed Alteration Agreement prior to commencement of construction activities that could impact the bed, channel, or bank of a river, stream, or lake. CDFW typically also has jurisdiction over riparian habitat adjacent to these features. Acorn will prepare and submit an LSAA Standard Agreement Notification through the online Environmental Permit Information Management System portal. This task assumes one round of review by the District and one round of review by CDFW.

Clean Water Act Section 404 Permit

Acorn will prepare a Nationwide Permit application under either Nationwide Permit 3 for Maintenance or Nationwide Permit 7 for Outfall Structures, depending on the confirmed project impacts and agency input. This scope assumes preparation of a Pre-Construction Notification, if required by the applicable Nationwide Permit and project impacts. Acorn will submit the application to USACE for review. This task assumes one round of review by the District and one round of review by USACE with any needed supplemental information.

Clean Water Act Section 401 Permit

A Water Quality Certification from the Central Valley Regional Water Quality Control Board may be required to ensure that the discharge does not violate state water quality standards. Acorn will prepare an application to obtain the Water Quality Certification. The RWQCB may issue a completeness determination requesting additional information. This task assumes one round of review by the District and one review from RWQCB with any needed permit package revisions.

Deliverables:

- CEQA Notice of Exemption and supporting whitepaper
- CDFW LSAA Notification/Application
- USACE Nationwide Permit / CWA Section 404 application package
- RWQCB CWA Section 401 Water Quality Certification application package

Task 5 – Design Plans and Specifications

Shobe Engineering will prepare construction documents for the selected alternative. Design work includes culvert sizing and alignment, grading, drainage, retaining walls, inlet and outlet treatment, utility relocation (coordination with PG&E), access improvements, erosion and sediment control, construction sequencing, dewatering or temporary isolation concepts, and restoration details. Task 4 will be completed concurrently with Task 5 to incorporate permitting requirements.

Design will proceed in three sequential design phases: 60%, 90%, and 100% design. Each deliverable includes plans, specifications and engineer's cost estimate. The 60% design will establish the preferred layout, major design assumptions, utility approach, construction sequencing, and preliminary cost estimate. The 90% design will incorporate District comments and will be used to support regulatory agency review and permit applications. The 100% design will incorporate District comments, agency input, permit requirements, and final constructability refinements.

Deliverables:

- Plans, Technical Specifications, and Cost Estimate (60%, 90%, and 100%)
- Engineering Calculations
- Design Comment Log
- Utility Coordination (PG&E service relocation)

Task 6 – Contractor Procurement and Construction Support

Shobe Engineering will assist with the contractor procurement and construction administration. Key elements involved in this task include:

Contractor Procurement

- Procurement will be conducted in accordance with District procedures and requirements.
- This may involve obtaining quotes and negotiating directly with qualified contractors, if allowed under District emergency procedures.
- Includes meetings with contractors, receiving quotes or bids and a recommendation for award.

Pre-Construction Support

- Contracting (bonds and insurance)
- Pre-construction submittals (QA/QC, temporary traffic control, BMPs, shoring plan, permits, etc.)
- Kickoff/pre-construction meeting – *onsite*
- Site documentation

Construction Phase Support

- 4-month period is assumed from mobilization through closeout
- Close coordination with Contractor, District, regulatory agencies, and specialty inspectors for general conformance with the approved plans, specifications, and permits.
- Review submittals and RFIs (up to 30)
- Bi-weekly contractor meetings – *virtual* (up to 8)
- Milestone inspections (up to 6)
- Assistance with design changes, contract change negotiations, and probable cost estimates
- Pay applications review and recommendations
- Verification of contractor compliance with permitting requirements

Services Excluded:

- Specialty inspections from geotechnical or testing companies for compaction and concrete testing.
- Permit requirements for monitoring or reporting during construction.

Because the final construction approach, duration, and permit conditions will depend on the completed design and agency permit requirements, construction-phase support may be provided as an allowance or authorized separately after the construction scope and permit conditions are better defined.

Project Schedule

Shobe Engineering anticipates completing the project within approximately 12 months from Notice to Proceed. The first 6 months are the site investigations, CEQA compliance, permitting and design. Procurement and construction are estimated to be another 6 months. The schedule is dependent on outside agency review and approvals and actual permitting requirements.

An approximate work item schedule is listed below. Some items are concurrent and others are sequential.

Work Item	Task	Duration	Estimated Completion
Topographic Survey	2	3-5 weeks	Month 1-2
Geotechnical Investigation	2	4-6 weeks	Month 1-2
Biological Assessments	2	5-8 weeks	Month 1-2
Preliminary Design Basis	3	3-6 weeks	Month 3-4
CEQA Compliance and Permitting	4	12 weeks	Month 5-7
Design Plans and Specifications	5	12 weeks	Month 5-7
Procurement and Construction Phase	6	6 months (estimated)	Month 7-12

Fee Proposal

The proposed fee for this work is a Not-to-Exceed (NTE) amount of **\$176,221**. The fee is based on the estimated level of effort required to complete each task described in this proposal. The attached fee worksheet provides the estimated hours in each task and uses the billing rates from the attached 2026 Fee Schedule.

The fee includes all labor, direct costs, overhead, subconsultant costs, markups, and associated expenses required to complete the scope of work as described.

Work will be performed within the established scope and assumptions outlined in this proposal. If additional services or level of effort beyond the defined scope are required, Shobe Engineering will notify the District and obtain authorization prior to proceeding with any additional work.

Attached is a detailed Cost Worksheet providing estimated hours and sub-consultant costs (including markup) for each task and sub-task outlined in the proposal.

Task	Labor	Subconsultants			Direct Costs	Totals
		Humann	Bajada	Acorn		
Task 1: Project Management & QA/QC	\$5,600	-	-	-	-	\$5,600
Task 2: Site Investigations and Surveys	\$7,770	\$6,820	\$21,670	\$34,414	\$210	\$70,884
Task 3: Preliminary Design Basis	\$13,015	-	-	-	-	\$13,015
Task 4: CEQA Compliance & Permitting	\$3,380	-	-	\$28,897	-	\$32,277
Task 5: Design Plans & Specifications	\$24,305	-	-	-	\$450	\$24,755
Task 6: Construction Support	\$28,110	-	-	-	\$1,580	\$29,690
Total Fee Proposal	\$82,180	\$6,820	\$21,670	\$63,311	\$2,240	\$176,221

Assumptions

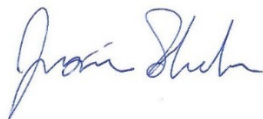
The proposed fee is based on the following key assumptions:

1. The District has selected Alternative 3 as the preferred design alternative.
2. Project will qualify for CEQA Categorical Exemption. If it does not, an additional scope will be required for an Initial Study and ND/MND.
3. Outside agency costs for permit applications are not included.
4. **Possible Deduct:** Permits in Task 4 assume those listed in the proposal. A cost deduct will be credited back to the District if any of these permits are not required:
 - o LSAA (deduct \$9,262)
 - o CWA Section 404 (deduct \$6,270)
 - o CWA Section 401 (deduct \$6,600)

We appreciate the opportunity to support the District with this important effort. You can contact us directly at (707) 499-3855, or justin@shobeengineering.com.

Sincerely,

SHOBE ENGINEERING LLP



Justin Shobe, P.E.
Principal Engineer

Attachments

1. Cost Worksheet & 2026 Fee Schedule

Client: Town of Discovery Bay CSD Project: Well No. 7 Site Improvements Estimated By: JMS & PML Date: 8/3/26  Shobe Engineering Resilient and Efficient Solutions									
Cost Worksheet									
Task 1 Project Management & Coordination	Billing Classification	Principal Engineer	Senior Engineer	CAD / GIS Technician	Sub-Consultants *			Direct Expenses	TOTALS
	Team Person	J. Shobe	P. L'Amoreaux	L.C. / A.P.	Surveyor	Geotech	CEQA/Permits	(mileage & repro)	
	Billing Rate (\$/Hr)	\$175	\$165	\$115	Humann Company	Bajada Geosciences	Acorn Environmental		
	Labor								
	Monthly progress tracking	12							
	QA/QC	20	0						
	Subtotal Hours	32	0	0					
	Subtotal Cost (\$)	\$5,600	\$0	\$0	\$0	\$0	\$0	\$0	\$5,600
Task 2 Site Investigation & Surveys	Labor								
	Coordination & Site Recon	8	12		\$6,820	\$21,670	\$15,769 \$8,602 \$10,043	\$210	
	Topographic Survey								
	Geotechnical Investigation								
	Biological Investigation								
	Aquatics Resource Delineation								
	Cultural Resource Review								
	Summary and Findings	10	16						
	Subtotal Hours	18	28	0					
	Subtotal Cost (\$)	\$3,150	\$4,620	\$0	\$6,820	\$21,670	\$34,414	\$210	\$70,884
Task 3 Preliminary Design Basis	Labor								
	Develop and Evaluate Alternatives	12	15	32					
	Technical Memo	12	12						
	Review and Select with District	2	2						
	Subtotal Hours	26	29	32					
	Subtotal Cost (\$)	\$4,550	\$4,785	\$3,680	\$0	\$0	\$0	\$0	\$13,015
Task 4 CEQA Compliance and Permitting Support	Labor								
	CEQA Categorical Exemption						\$6,666		
	LSAA Application						\$9,262		
	CWA 404 Application						\$6,270		
	CWA 401 Certification						\$6,699		
	Coordination and Review	8	12						
	Subtotal Hours	8	12	0					
	Subtotal Cost (\$)	\$1,400	\$1,980	\$0	\$0	\$0	\$28,897	\$0	\$32,277
Task 5 Design Plans and Specifications	Labor								
	60% Design (PS&E)	10	15	35					
	90% Design (PS&E)	10	10	25				\$100	
	100% Design (PS&E)	10	10	20				\$350	
	Design Review Meetings (3 total)	12	12						
	Subtotal Hours	42	47	80					
	Subtotal Cost (\$)	\$7,350	\$7,755	\$9,200	\$0	\$0	\$0	\$450	\$24,755
Task 6 Bid and Construction Support Services	Labor								
	Contractor short-list	2	1						
	Pre-quote meetings and questions	4	4					\$110	
	Review quotes	4	4	8					
	Award and contracting	3	1						
	Contracting	1							
	Pre-construction conference	6	6					\$210	
	Submittals/RFIs (30)	20	30						
	Bi-weekly meetings - virtual (8)	8	8						
	Milestone inspections (6)	12	30					\$1,260	
	Closeout and final permitting	6	8	4					
	Subtotal Hours (miles)	66	92	12					
	Subtotal Cost (\$)	\$11,550	\$15,180	\$1,380	\$0	\$0	\$0	\$1,580	\$29,690
SUMMARY	Total labor HOURS	192	208	124					524
	Shobe Engineering COST	\$33,600	\$34,320	\$14,260					\$82,180
	Subconsultant COST				\$6,820	\$21,670	\$63,311		\$91,801
	Travel Cost							\$2,240	\$2,240
	TOTAL COST ESTIMATE	\$33,600	\$34,320	\$14,260	\$6,820	\$21,670	\$63,311	\$2,240	\$176,221

* Subconsultant fee includes 10% markup



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Recommendation Regarding the Approval of Agreement with Shobe Engineering for District Water Engineering General Services for Fiscal Year 2026–2027.

Meeting Date: August 19, 2026

Prepared By: Aaron Goldsworthy, Water & Wastewater Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Staff recommends that the Committee take the following action:

- Recommend that the General Manager execute a professional services agreement with Shobe Engineering LLP for District Water Engineering General Services for Fiscal Year 2026–2027 in an amount not to exceed \$164,795.40 and authorize the General Manager to approve minor amendments to the scope or budget, with a contingency up to 10% of the approved contract amount, as needed to address District priorities.

EXECUTIVE SUMMARY:

Scope of Work

Through this scope of work, Shobe Engineering LLP will provide dedicated engineering support for the District's ongoing water system planning, regulatory compliance, capital improvement planning, and infrastructure implementation efforts. Shobe Engineering will provide responsive support to District staff, coordinate with the operations team and other consultants, and assist the District in maintaining continuity on active and emerging water system priorities.

The scope of work for Fiscal Year 2026-2027 includes the following tasks:

- Task 1: Contract Administration and Management
- Task 2: District Meetings and Coordination
- Task 3: Regulatory Reporting and Tracking
- Task 4: CIP Planning and Development
- Task 5: As-Needed Engineering and Design Services

FISCAL IMPACT:

\$149,814 Base + \$14,981.40 (10% Contingency) = \$164,795.40

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

N/A

ATTACHMENTS:

1. Shobe Engineering Proposal for District Water Engineering General Services Fiscal Year 2026-2027.

June 23, 2026

Dina Breitstein
General Manager
Town of Discovery Bay Community Services District
dbreitstein@todb.ca.gov

SUBJECT: Proposal for District Water Engineering General Services Fiscal Year 2026-2027

Dear Ms. Breitstein,

Shobe Engineering LLP is pleased to provide this proposal for District Water Engineering General Services for Fiscal Year 2026-2027. We are excited for the opportunity to once again support the Town of Discovery Bay Community Services District in its ongoing water system planning, compliance, and infrastructure efforts. Our team brings a deep understanding of the District's water system and priorities, and we look forward to continuing that partnership through this scope of work.

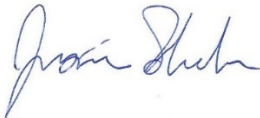
The scope of work enclosed with this letter includes supporting ongoing project planning, regulatory compliance and as-needed design and consulting services.

Attached with this letter, you will find the following documents for your review:

1. **Scope of Work** – outlining proposed tasks and responsibilities for General Services in FY 2026-2027.
2. **Budget Proposal** – including a summary table and a detailed budget estimate worksheet.
3. **Standard Rate Schedule** – current rates for Shobe Engineering LLP services.

Sincerely,

SHOBE ENGINEERING LLP



Justin Shobe, P.E.
Principal
(707) 499-3855
justin@shobeengineering.com

Scope of Work

Overview

Through this scope of work, Shobe Engineering LLP will provide dedicated engineering support for the District's ongoing water system planning, regulatory compliance, capital improvement planning, and infrastructure implementation efforts. Shobe Engineering will provide responsive support to District staff, coordinate with the operations team and other consultants, and assist the District in maintaining continuity on active and emerging water system priorities.

The scope of work for Fiscal Year 2026-2027 includes the following tasks:

- **Task 1:** Contract Administration and Management
- **Task 2:** District Meetings and Coordination
- **Task 3:** Regulatory Reporting and Tracking
- **Task 4:** CIP Planning and Development
- **Task 5:** As-Needed Engineering and Design Services

Task 1: Contract Administration and Management

Shobe Engineering will provide contract administration and general project management for the services provided under this agreement. This task includes general coordination with District staff, budget tracking, schedule coordination, invoice preparation, task planning, and internal quality control.

Activities include:

- Prepare monthly invoices and progress summaries.
- Track task budgets and coordinate with District staff regarding priorities and available budget.
- Provide general project management and coordination for work performed under this agreement.

Task 2: District Meetings and Coordination

Shobe Engineering will routinely participate in District meetings to support coordination, planning, and technical communication. Meetings will be used to discuss active and upcoming projects, regulatory compliance items, capital improvement planning, operational issues, and other engineering needs.

This includes:

- Biweekly staff coordination meetings, generally virtual meetings (26 total)
- Water/Wastewater Committee meetings (12 total with quarterly in-person meeting attendance).
- Board of Directors meetings, as needed to support updates and decision items discussed with the Water/Wastewater Committee.
- Attendance at the East County Water Management Association (ECWMA) (twice per year).

Task 3: Regulatory Reporting and Tracking

Shobe Engineering will support annual and as-needed regulatory reporting, compliance coordination, and tracking of emerging water regulations affecting the District's public water system. This task is intended to provide continuity on annual State reporting requirements and keep the District informed of regulatory changes that may affect planning, operations, conservation, water loss, or water supply reliability.

Key activities include:

- **SB-555 Validated Water Loss Audit.** Conduct the annual water loss audit, including the certified validator, for the Fiscal Year 2025/2026, due by January 1, 2027.
- **SB-555 Water Loss Standard Development.** Support a follow-up with the State Water Resources Control Board to revisit and possibly adjust the water loss standards that were recently assigned to the District. Provide any supporting data questions, questionnaire responses, and potential corrections or updates to the District's water loss information. Assist with strategies to ensure the District is on track for compliance by 2028.
- **SB-606/AB-1668 Urban Water Use Objective (UWUO) Reporting.** Prepare the 2027 Annual UWUO report to DWR, due by January 1, 2027. Coordinate with District to develop objectives that provide maximum flexibility within compliance sideboards. As part of the UWUO, review the prior year UWMO compliance report from SWRCB to assess changes needed moving forward.
- **Annual Water Supply & Demand Assessment (Annual Shortage Assessment).** Prepare and submit the Annual Water Shortage Assessment for 2027, due by July 1, 2027, following the procedures of the Water Shortage Contingency Plan (WSCP).
- **Guidance on Emerging and New Regulations.** Track emerging regulations, laws, and standards and guidance related to the permitted drinking water supply, groundwater water quality, and infrastructure. On a quarterly basis, a Technical Memorandum will be prepared discussing the changes occurring at the national and state level with emerging constituent MCL designations, sampling requirements, and water use regulations, to guide future efforts.
- **Assist with ERP and other regulatory items.** Provide assistance as-needed with developing the 5-year update to the Emergency Response Plan (ERP), which is being led by Veolia. In addition, Shobe Engineering will provide as-needed coordination and support related to the State Drinking Water Permit or other regulatory issues that arise.

Task 4: CIP Planning & Development

This task includes supporting the District in the evaluation and development of the water system capital improvement plan (CIP). Shobe Engineering will assist in reviewing the current CIP and providing technical input to support active and emerging projects.

Activities may include:

- Review of ongoing and recently completed projects and planning efforts on the CIP.
- Field inspections and infrastructure assessments.
- Updates to the District's Hydraulic Model.
- Conducting Hydraulic Model simulations to evaluate alternatives.
- Alternatives analysis, scope refinement, schedule development, and cost estimating.
- Assessing developments and meetings with developers.
- Propose updates to overall CIP based on priorities, costs, project updates, and emerging needs.

Task 5: As-Needed Engineering and Design Services

This task establishes a budget for engineering design and drafting services to support minor or time-sensitive projects as requested by the District. Specific assignments will be developed on an as-needed basis in coordination with District staff.

Services may include:

- As needed design consulting from Civil, Mechanical, Structural, Electrical, or Geotechnical engineering disciplines.
- As needed consulting for environmental permitting related to project development.
- Developing solutions to address site-specific maintenance or upgrades on District groundwater wells, pump stations, treatment plants, storage, pipelines, or other related facilities.
- Preparation of plans and specifications for construction.
- Development of engineering calculations, reports or studies.
- Certification of documents and reports by a licensed Professional Engineer, as required.
- **Arc-Flash Hazards Analysis.** The District is currently in need of an Arc-Flash study at each of the water supply sites in accordance with electrical code. A budget item was developed for the design Electrical Engineer to perform this study.

Budget Proposal

Shobe Engineering LLP's proposed budget for the services described in **Attachment 1: Scope of Work** is **\$149,814**.

The table below provides a summary of the budgets by task. A detailed Budget Estimate Worksheet is on the next page and provides a breakdown of the estimated labor hours and expenses by task for the activities outlined in the scope.

Task	Budget
Task 1: Contract Administration and Management	\$5,250
Task 2: District Meeting and Coordination	\$36,569
Task 3: Regulatory Reporting and Tracking	\$32,525
Task 4: CIP Project Development	\$21,070
Task 5: As-Needed Engineering and Design Services	\$54,400
Total	\$149,814

1. The budget includes all labor, markup, overhead, and direct expenses.
2. Budgets include internal controls for contract administration, budget management, overhead, and QA/QC of work product deliverables.

Shobe Engineering will invoice monthly for labor and reimbursable expenses, only as incurred, in accordance with the firm's **2026 Rate Schedule** (Attachment 3).

Shobe Engineering will not perform work outside the approved scope without prior authorization from the District and agreement on a corresponding budget for additional services.

Shobe Engineering will provide monthly budget and scope updates with each invoice to keep the District informed on the status of work completed, remaining scope to complete, and available budget contingency.

Fee Worksheet

	Billing Classification	Principal Engineer	Senior Engineer	Staff Scientist	CAD / GIS Technician	Sub Consultants	Direct Expenses	TOTALS
	Team Person Billing Rate (\$/Hr)	J. Shobe \$175	P. L'Amoreaux \$165	J.R. \$120	L.C. / A.P. \$115	Cost plus markup *	(mileage) \$0.70	
Task 1	Labor							
	Invoice and budget tracking	6						
	Progress updates	12	0					
	General coordination	12						
Contract Administration and Management	Subtotal Hours	30	0	0	0	0	0	
	Subtotal Cost (\$)	\$5,250	\$0	\$0	\$0	\$0	\$0	\$5,250
Task 2	Labor							
	Bi-Weekly staff (virtual)	33	24					
	Committee x 12 (4 in person)	56	30				1,200	
	BOD x 6	36	16					
	ECWMA meetings	2	12					
District Meetings and Coordination	Subtotal Hours	127	82	0	0		1,200	
	Subtotal Cost (\$)	\$22,138	\$13,592	\$0	\$0	\$0	\$840	\$36,569
Task 3	Labor							
	SB-555 Validated Water Audit	30	5	10		2750		
	SB-555 Standard Development	15	10	4				
	SB-606: UWUO Reporting	15	10	10				
	Annual Shortage Assessment	2	6					
	Emerging Regulation Updates	4	2	40				
	Assist with ERP and other items	15	15					
Regulations Reporting and Tracking	Subtotal Hours	81	48	64	0		0	
	Subtotal Cost (\$)	\$14,175	\$7,920	\$7,680	\$0	\$2,750	\$0	\$32,525
Task 4	Labor							
	Review Current Projects	8	8					
	Assessments	16	16				600	
	Modeling	8	36					
	Alternatives Cost Estimating	10	6					
	CIP Updates	10	4					
CIP Planning and Development	Subtotal Hours	52	70	0	0		600	
	Subtotal Cost (\$)	\$9,100	\$11,550	\$0	\$0	\$0	\$420	\$21,070
Task 5	Labor							
	Design	40	40					
	Drafting				100			
	Specifications	20	20					
	Electrical Arc Flash Study					\$22,500		
As-Needed Engineering & Design Services	Subtotal Hours	60	60	0	100		0	
	Subtotal Cost (\$)	\$10,500	\$9,900	\$0	\$11,500	\$22,500	\$0	\$54,400
SUMMARY	Total labor HOURS	350	260	64	100			774
	Shobe Engineering COST	\$61,163	\$42,962	\$7,680	\$11,500			\$123,304
	Subconsultant COST					\$25,250		\$25,250
	Travel Cost						\$1,260	\$1,260
	TOTAL COST ESTIMATE	\$61,163	\$42,962	\$7,680	\$11,500	\$25,250	\$1,260	\$149,814

Shobe Engineering

2026 Standard Rate Schedule

ENGINEERING:**HOURLY RATE**

Principal Engineer	\$175.00
Senior Engineer	\$165.00
Associate Engineer	\$145.00
Junior Engineer	\$135.00

TECHNICAL STAFF:

Licensed Operator / Scientist	\$120.00
CAD/GIS Technician	\$115.00

ADMINISTRATION:

Admin / Clerical	\$95.00
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Direct Costs:	@ Direct Cost
Subconsultants:	Cost + 10 Percent
Outside Services:	Cost + 10 Percent
Vehicle Mileage:	IRS Rate





Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Recommendation Regarding the Approval of Agreement with Luhdorff & Scalmanini, Consulting Engineers (LSCE) for District Water Engineering General Services for Fiscal Year 2026–2027.

Meeting Date: August 19, 2026

Prepared By: Aaron Goldsworthy, Water and Wastewater Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Staff recommends that the Committee take the following action:

- Recommend the approval of the agreement with Luhdorff & Scalmanini, Consulting Engineers, for general water engineering services for FY 2026/2027 in an amount not to exceed \$103,320.
- Recommend the General Manager to approve minor amendments to the scope or budget, with a contingency up to 10% of the approved contract amount, as needed to address District priorities.

EXECUTIVE SUMMARY:

The attached scope of work describes the ongoing and as-needed engineering support related to the TODB public water system. The tasks are separated into categories based on current and ongoing activities. Some activities are recurring tasks that are well-defined, such as participation in recurring meetings and regulatory compliance items.

There is also contingency provided for any as-needed services related to capital projects, engineering, and planning. This includes working with TODB staff on infrastructure planning, assessment, design, permitting, or construction. Budgets are proposed for these tasks based on the level of involvement from previous Fiscal Year general service contracts and anticipated items in FY 26/27.

The Scope of Work is outlined in the following tasks:

- Task 1 – Contract Management
- Task 2 – Meetings
- Task 3 – Regulatory Assistance
- Task 4 – Contingency for Capital Projects and Planning Assistance

FISCAL IMPACT:

\$103,320 + 10% Contingency

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM: N/A

ATTACHMENTS:

1. LSCE General Services Scope of Work FY 2026/2027.

June 23, 2026
File No. 26-5-092

Ms. Dina Breitstein
General Manager
Town of Discovery Bay
Community Services District
1800 Willow Lake Road
Discovery Bay, CA 94514

**SUBJECT: Town of Discovery Bay
Scope and Budget for General Engineering Services
Fiscal Year 2026/2027**

Dear Ms. Breitstein:

Thank you for the opportunity to continue supporting the Town of Discovery Bay Community Services District. On behalf of everyone at Luhdorff & Scalmanini, Consulting Engineers (LSCE), we truly value the long-standing partnership we've shared with the Town over the past 25+ years. We are pleased to submit this scope and budget proposal at your request to provide general water engineering services for Fiscal Year 2026/2027 (FY 26/27), and LSCE remains committed to providing the responsive, high-quality support you've come to expect from our team over the years.

Scope of Work

The scope of work outlined in this letter describes the ongoing and as-needed engineering support related to the TODB public water system. The tasks are separated into categories based on current and ongoing activities. Some activities are recurring tasks that are well-defined, such as participation in recurring meetings and regulatory compliance items.

There is also contingency provided for any as-needed services related to capital projects, engineering, and planning. This includes working with TODB staff on infrastructure planning, assessment, design, permitting, or construction. Budgets are proposed for these tasks based on the level of involvement from previous Fiscal Year general service contracts and anticipated items in FY 26/27.

The Scope of Work is outlined in the following tasks:

- Task 1 – Contract Management
- Task 2 – Meetings
- Task 3 – Regulatory Assistance
- Task 4 – Contingency for Capital Projects and Planning Assistance

Task 1 – Contract Management

This task includes the overall management of the professional services contract between LSCE and the Town. Responsibilities include the monthly review and approval of invoices, development and negotiation of task orders, and preparation of contract amendments as needed to support ongoing and future work. LSCE will assist in defining scopes, budgets, and schedules in coordination with Town staff and other consultants. This task also covers routine budget tracking and reporting to support the Town’s fiscal planning associated with this FY scope of work, ensuring contract compliance, and maintaining organized documentation for audit and reference purposes.

Task 1. Contract Management		
Task	Description	Details
1.a	Contract Management	• Review and approval of monthly invoices (12 total) • Development and tracking of task orders and contract amendments • Coordination with Town staff and consultants to ensure contract compliance and fiscal accountability • Documentation and maintenance of contract records for audit and reference purposes

Task 2 – Meetings

This task includes LSCE’s participation in monthly Water/Wastewater Committee meetings, TODB Board meetings, and bi-weekly water group meetings. LSCE’s role may include preparing project updates for staff in advance of Committee or Board meetings, attending meetings, and preparing or delivering presentations as needed. For the bi-weekly water group meetings, LSCE will prepare and distribute agendas prior to each meeting. This task also includes general meeting preparation and presentation development.

For budgeting purposes, LSCE assumes attendance at up to two (2) Water/Wastewater Committee meetings in person and ten (10) Water/Wastewater Committee meetings remotely, with four (4) additional meetings included as contingency. LSCE also assumes attendance at up to one (1) TODB Board meeting in person and two (2) TODB Board meetings remotely, with three (3) additional meetings included as contingency. Lastly, LSCE assumes that twenty-six (26) bi-weekly water group meetings will be conducted remotely.

Task 2. Meetings		
Task	Description	Details
2.a	Monthly Water/Wastewater Committee Meetings	• Attendance at Water/Wastewater Committee meetings with TODB staff (16 total: 2 in person, 10 virtual, 4 contingency). • Prepare materials, agenda, reports, and figures to discuss water system-related items with the Water/Wastewater Committee.

2.b	Board Meetings	- Attendance and support at Board of Directors Public Meetings (6 total: 1 in person, 2 virtual, 3 contingency). - Water system project updates at Board Meetings. - Preparation and delivery of public presentations, including any supporting material such as technical exhibits and figures. - Assistance with preparation of Staff Reports for the Board agenda.
2.c	Bi-Weekly Team Meetings	Discuss ongoing projects and items with TODB staff and Veolia in bi-weekly virtual meetings (26 meetings total). Maintain agenda and notes of ongoing discussions.

Task 3 – Regulatory Assistance

This task is for assistance with regulatory deliverables that are anticipated for FY 26/27. Some regulatory deliverables are recurring items, as listed in the table below. LSCE will provide guidance to the TODB on new and emerging regulations, as outlined in the table below.

Task 3. Regulatory Assistance		
Task	Description	Details
3.a	Guidance on New Regulations	- Report to General Manager. - Provide updates to the TODB on emerging State and Federal regulations which may impact the TODB water system planning and operations. - Provide engineering support/assistance to ensure TODB Staff/Veolia compliance.
3.b	CASGEM Well Monitoring and State Reporting	- Twice per year (fall/spring), LSCE conducts field services for water level monitoring and reporting for Department of Water Resources (DWR) compliance. - Two trips are required per event, due to the coordination of water treatment plant shutdown requirements with Veolia. - LSCE maintains transducers, downloads data, updates the groundwater level database, and reports to DWR. - The costs of two (2) transducer replacements are assumed and included in the budget (\$1,000 per transducer).

Task 4 – Contingency for Capital Projects and Planning Assistance

This task provides a contingency budget for LSCE to assist with any activities, as needed, related to capital improvement projects or system planning. Specific activities would be developed on an as-needed basis at the request of the TODB. Assignments for LSCE may include evaluating project alternatives, conducting hydraulic model simulations, developing preliminary design basis, assessing feasibility, cost estimates, preliminary designs, condition assessments on facilities, or evaluating site-specific issues to address issues

of water supply, production, quality, safety, etc. LSCE provides a proposed level of hours of assistance in terms of capital projects and general planning assistance.

Task 4. Capital Improvement Program Engineering Services		
Task	Description	Details
4.a	As-needed Capital Project Assistance	100 hours included for project tasks such as permitting, cost estimating, alternatives analysis, modeling, drafting, bidding, construction inspections, etc.
4.b	As-needed Planning Assistance	100 hours for planning tasks such as troubleshooting, consultation, condition assessments, water quality evaluation, policy development, standards development, and system modeling.

Proposed Budget

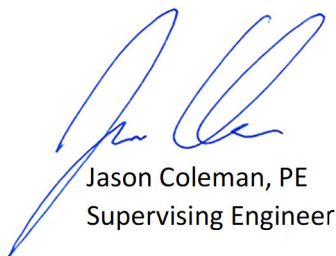
LSCE's proposed budget for General Engineering Services for FY 26/27 is **\$103,320** based on the anticipated activities this fiscal year and providing contingency to allow the TODB to utilize LSCE on an as-needed basis. A detailed budget estimate worksheet (attached) provides the estimated labor under each task for the activities outlined in the Scope of Work.

LSCE will bill monthly for labor and materials, only as incurred, in accordance with LSCE's current Schedule of Fees for Engineering and Field services (attached). In the event that LSCE is required to be involved in activities that deviate from the scope, LSCE will provide notification of any potential changes in the estimated budget for general engineering services.

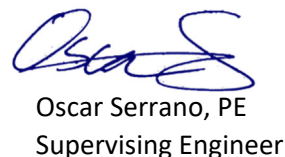
We appreciate the opportunity to continue providing professional engineering support services to the TODB. Should you have any questions, please do not hesitate to contact me.

Sincerely,

LUHDORFF & SCALMANINI
CONSULTING ENGINEERS



Jason Coleman, PE
Supervising Engineer



Oscar Serrano, PE
Supervising Engineer

Enclosures

- Budget Estimate Worksheet FY26/27
- 2026 Schedule of Fees for Engineering and Field Services

Client: Town of Discovery Bay Community Services District
Project: General Engineering Services FY26/27
Estimated By: OS, JC
Date: 6/23/2026

Budget Estimate Worksheet



		PROFESSIONAL							Labor Subtotal	DIRECT EXPENSES		Direct Expenses Subtotal	Contract Budget Estimate
		Senior Principal	Supervising Professional	Senior Professional	Project Professional	Staff Professional	GIS	Clerical		Travel Lump Sum	Copies/ Equipment Lump Sum		
		Billing Rate (\$/Hr)	\$297	\$258	\$230	\$206	\$181	\$130	\$110				
Task 1: Contract Management	1.a Contract Management	0	18	0	0	0	0	0	0	\$4,644	\$0	\$0	\$4,644
	Total Hours	0	18	0	0	0	0	0	0	18			
	Subtotal (cost)	\$0	\$4,644	\$0	\$0	\$0	\$0	\$0	\$0	\$4,644	\$0	\$0	\$4,644
Task 2: Meetings	2.a Committee Meetings (attend up to 16 per year)	0	45	0	0	0	0	0	0	\$11,610	\$500	\$100	\$12,210
	2.b Board Meetings (attend up to 6 per year)	0	23	0	0	0	0	0	0	\$5,934	\$0	\$0	\$5,934
	2.c Bi-Weekly Meetings and agendas (attend 26 per year)	0	78	0	0	0	0	0	0	\$20,124	\$0	\$0	\$20,124
	Total Hours	0	146	0	0	0	0	0	0	146			
	Subtotal (cost)	\$0	\$37,668	\$0	\$0	\$0	\$0	\$0	\$0	\$37,668	\$500	\$100	\$38,268
Task 3: Regulatory Assistance	3.a Assistance on New Regulations	6	16	0	0	20	0	0	0	\$9,530	\$0	\$0	\$9,530
	3.b CASGEM Well Monitoring and State Reporting	0	4	0	20	36	0	0	0	\$11,668	\$214	\$2,000	\$13,882
	Total Hours	6	20	0	20	56	0	0	0	102			
	Subtotal (cost)	\$1,782	\$5,160	\$0	\$4,120	\$10,136	\$0	\$0	\$0	\$21,198	\$214	\$2,000	\$23,412
Task 4: Contingency for Capital Projects and Planning Assistance	4.a As-needed Capital Project Assistance	0	16	0	20	40	16	8	0	\$18,448	\$0	\$50	\$18,498
	4.b As-needed Planning Assisstance	0	16	0	20	40	16	8	0	\$18,448	\$0	\$50	\$18,498
	Total Hours	0	32	0	40	80	32	16	0	200			
	Subtotal (cost)	\$0	\$8,256	\$0	\$8,240	\$14,480	\$4,160	\$1,760	\$0	\$36,896	\$0	\$100	\$36,996
Totals	Total Hours	6	216	0	60	136	32	16	0	466			
	Total (cost)	\$1,782	\$55,728	\$0	\$12,360	\$24,616	\$4,160	\$1,760	\$0	\$100,406	\$714	\$2,200	\$103,320

2026 SCHEDULE OF FEES

ENGINEERING AND RELATED FIELD SERVICES

Professional*

Senior Principal	\$297/hr.
Principal Professional.....	\$269/hr.
Supervising Professional	\$258/hr.
Senior Professional	\$230/hr.
Project Professional	\$206/hr.
Staff Professional	\$181/hr.

Technical

Data Management Specialist	\$181/hr.
Senior GIS Analyst	\$181/hr.
GIS Specialist	\$130/hr.
Engineering Assistant/Scientist.....	\$125/hr.

Project Admin Support

Word Processing, Clerical	\$110/hr.
Digital Communications Specialist.....	\$125/hr.
Project Administrator	\$125/hr.

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	\$215/hr
Vehicle Use	\$0.73/mi (or curr. IRS rate)
Subsistence	Cost Plus 15%
Copies	\$0.20 ea.
Field Equipment Rental	
Pressure Transducer	\$10/day
Ultrasonic Flow Meter	\$150/day
Multiparameter Sonde	\$125/day
Field Materials	As-Incurred

* Engineer, Geologist, Hydrogeologist, and Hydrologist

Send invoice payments to Accounts Receivable, 500 1st Street, Woodland, CA 95695 or accountsreceivable@lsce.com