



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



President – Ashley Porter • Vice-President – Michael Callahan • Director – Kevin Graves • Director – Bryon Gutow • Director – Carolyn Graham

**NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday October 18, 2023 7:00 P.M.**

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

REMOTE TELECONFERENCE LOCATION:
Sheraton San Diego Hotel and Marina
1380 Harbor Island Dr.
San Diego, CA 92101

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 October 4, 2023.
2. Approve Register of District Invoices.

D. PRESENTATIONS

1. Veolia Presentation.

E. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action to Approve the Scope of Work for Stantec to Prepare Report of Waste Discharge and Other Documents for Renewal of the Town's NPDES Permit in the Amount of \$45,314.
2. Discussion and Possible Action to Approve the Purchase of JW Backhoe Surplus Equipment.
3. Discussion and Possible Action to Approve the Water and Wastewater Committee Recommendation to Eliminate the Non-Viable Office Building Option as a Possible Option for the Future District Office Building.

F. MANAGER'S REPORT

1. Parks and Recreation Update.

G. GENERAL MANAGER'S REPORT

H. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

I. CORRESPONDENCE

J. LEGAL REPORT

K. FUTURE AGENDA ITEMS

L. ADJOURNMENT

1. Adjourn to the next Regular Meeting of the Board of Directors on November 1, 2023 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."

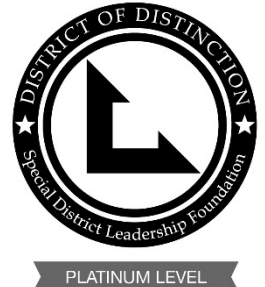
"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



TOWN OF DISCOVERY BAY

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SDLF Platinum-Level of Governance



President – Ashley Porter • Vice-President – Michael Callahan • Director – Kevin Graves • Director – Bryon Gutow • Director – Carolyn Graham

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday October 4, 2023 7:00 P.M.

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Called business meeting to order 7:00 p.m.
2. Director Gutow led the Pledge of Allegiance.
3. Roll Call was taken, and President Ashley Porter was absent.

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

- The first speaker mentioned a Veolia presentation that was given at the Water and Wastewater Committee Meeting.
- The second speaker mentioned video recordings of Board Meetings for on demand viewing.

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 September 20, 2023.
2. Approve SPECIAL Board of Directors Town Hall Event DRAFT Meeting Minutes from September 16, 2023.
3. Approve Register of District Invoices.

Director Gutow made a Motion to Approve the Consent Calendar.

Director Graves seconded.

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

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.
None.
2. Sheriff's Office Report.
Presented by Sheriff's Office Crime Prevention Specialist Tony Fontenot.
 - Crime Prevention Specialist Fontenot will be retiring October 13th after over 25 years of service.
 - 416 calls for service in September 2023.
 - 52 reports taken.
 - 9 shoplifts.
 - A store in the Sandy Cove Shopping Center was burglarized.
 - There was one case of extortion of a juvenile over a social media account.
3. CHP Report.
None.

4. Contra Costa Fire Report.
Presented by Contra Costa County Fire Assistant Chief Lon Goetsch.
 - Contra Costa Fire has assumed all duties of East Contra Costa Fire.
 - There are now 19 on-duty firefighters protecting the area that once had 9 firefighters with ECC Fire.
 - A ladder truck was added to Station 92 in Brentwood.
 - A new water tender is deployed from Station 95 in Oakley.

E. MUNICIPAL ADVISORY COUNCIL
None.

F. PRESENTATIONS
None.

G. DISCUSSION AND POSSIBLE ACTION

1. Discussion and Possible Action Authorizing Luhdorff & Scalmanini to Provide Design and Construction Engineering Services for Cathodic Protection Test Station Improvements.

Presented by Project Manager Mike Yeraka.

- During an inventory survey of the Town's cathodic protection system it was discovered that several dozen test stations need repair in order for them to function properly and protect the buried metal fittings they are connected to from corroding.
- Staff is recommending that the Board Approve the scope and budget contained in the Luhdorff & Scalmanini ("LSCE") proposal dated September 20, 2023, to provide design and construction engineering services for cathodic protection test station improvements and 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 \$58,882 plus 10% for contingencies.

Public Comment:

- The speaker asked how often the anodes will need to be replaced.

Director Graves stated the Water and Wastewater Committee reviewed this item today and agrees with the recommendation.

Director Graves made a motion to approve staff recommendation to approve the scope and budget contained in the Luhdorff & Scalmanini ("LSCE") proposal dated September 20, 2023, to provide design and construction engineering services for cathodic protection test station improvements, and 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 \$58,882 plus 10% for contingencies.

Director Graham seconded.

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

2. Discussion and Possible Action to Approve Lions Club Tree Lighting Event & Cocoa with Santa.

Director Gutow recused himself as he is a member of the Lions Club.

Presented by Recreation Programs Supervisor Monica Gallo.

- The Lions Club is requesting use of the Community Center parking lot for a Tree Lighting Event on December 1, 2023.
- The event is free to the public and will include cocoa with Santa, a DJ, food giveaways as well as a performance by the Liberty High School Rent-A-Carolers.
- The event has an estimated attendance of 200 people.
- There is no monetary impact to the Town for this event.

Director Graves made a motion to approve staff recommendation to approve the Discovery Bay Lions Club Tree Lighting Event and Cocoa with Santa at the Community Center parking lot on December 1, 2023, subject to the "Conditions of Approval" required by Town staff.

Director Graham seconded.

Vote: Motion carried – AYES: 3 – Callahan, Graves, Graham, NOES: 0, ABSTAINED: 1 - Gutow, ABSENT: 1 – Porter.

H. MANAGER'S REPORT

1. Landscape Update.

Presented by Parks and Landscape Manager Bill Engelman.

- Zone 8: Cornell Basketball Courts are done. New playground bark will be installed on Monday. Solar lighting for Clipper Drive will be ordered. A new palm tree was placed at the Discovery Bay entrance. Front entrance uplighting project will begin in roughly six weeks.
- Zone 9: Last fence post at Ravenswood will be completed Friday. Staff is looking to get quotes for sanding and repainting the shade structures at Ravenswood Park.
- Special Zones: Slifer Park is getting a new basketball court surface. Safeway pathway lighting will be ordered.
- A new employee, Rodrigo Guerrero, joined the landscape team.

I. GENERAL MANAGER'S REPORT

Presented by General Manager Dina Breitstein.

- J.W Backhoe is closing down their operation. The Town has the opportunity to purchase some of their inventory.
- The Town will participate in the trick-or-treating event at the Discovery Bay shopping center on Halloween.
- The Town earned approximately \$67,000 in interest last month due to investing with California Class.

J. DIRECTOR REPORTS

1. Standing Committee Reports.

- a. Internal Operations Committee Meeting (Committee Members Michael Callahan and Kevin Graves) October 4, 2023.

Report given by Director Graves.

- Committee discussed social media and new audio video equipment for the Community Center.

- b. Finance Committee Meeting (Committee Members Ashley Porter and Carolyn Graham) October 4, 2023.

Report given by Director Graham.

- Finance Manager Margaret Moggia gave an update.

- c. Water and Wastewater Committee Meeting (Committee Members Ashley Porter and Kevin

Graves) October 4, 2023.

Report given by Director Graves.

- Veolia gave a presentation on alternate energy sources.
- Mike Yeraka discussed item brought before the Board tonight.
- Gregory Harris spoke about the NPDES Permit update.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

1. Contra Costa County Aviation – August 14, 2023 (Director Kevin Graves).

L. CORRESPONDENCE

1. Contra Costa County – Department of Conservation and Development.

M. FUTURE AGENDA ITEMS

None.

N. ADJOURNMENT

1. Adjourned at 7:52p.m. to the next Regular Meeting of the Board of Directors on October 18, 2023 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

October 18, 2023

Prepared By: Margaret Moggia, Finance Manager & Lesley Marable, Accountant
Submitted By: Dina Breitstein, General Manager

Agenda Title

Approve Register of District Invoices.

Recommended Action

Staff recommends that the Board approve the listed invoices for payment.

Executive Summary

District invoices are paid on a regular basis and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 284,832.56

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2023/2024

AGENDA ITEM: C2

Request for Authorization to Pay Invoices
For The Meeting On October 18, 2023
Town of Discovery Bay CSD
Fiscal Year 7/23 - 6/24

Veolia Water North America	\$185,235.21
J.W. Backhoe & Construction, Inc.	\$23,308.81
U.S. Bank Corporate Payment System	\$21,499.76
Contra Costa County Treasurer-Tax Collect	\$13,376.36
Herwit Engineering	\$9,112.50
Badger Meter	\$5,524.23
Neumiller & Beardslee	\$3,577.00
Mt Diablo Resource Recovery	\$2,880.12
Brentwood Decorative Rock, Inc.	\$2,868.93
Devil Mountain Wholesale Nurse	\$2,618.54
Precision IT Consulting	\$1,799.77
Brentwood Ace Hardware	\$1,531.24
Lincoln Aquatics	\$1,498.84
Karina Dugand	\$1,008.00
Alhambra	\$964.63
Michelle Dominge	\$907.50
Watersavers Irrigation Inc.	\$724.53
Ricoh USA, Inc	\$705.92
National Aquatic Services, Inc.	\$700.00
City Of Brentwood	\$651.32
Bryon Gutow	\$575.00
Kevin Graves	\$575.00
California Park & Recreation Society	\$550.00
Lechowicz & Tseng Municipal Consultants	\$510.00
Ashley Porter	\$460.00
Michael Callahan	\$460.00
Carolyn Graham	\$345.00
Geotab USA, Inc.	\$218.00
ODP Office Solutions, LLC	\$196.24
Stericycle	\$143.29
Denalect Alarm Company	\$126.00
Discovery Pest Control	\$99.00
Smearred Paint	\$72.00
Water Utility Refund Customer	\$9.82

\$284,832.56



Water and Waste Water Monthly Report
Town of Discovery Bay

Presented October 2023

Safety & Training

Safe Work Days: 113

Additional Training:

Active Shooter

Workplace Security

Hand & Power Tools

Machine Guarding

Weekly Safety Topics:

9/7 – Confined Space Review

9/13 – Flash Training Snakes & Ticks

9/20 – Fire Drill & Safety Week

9/27 – Confined Space Annual

Water Well Status

Willow WTP

01

Active

02

Active

06

Active

Newport WTP

04

Active

05

Active
(Emergency)

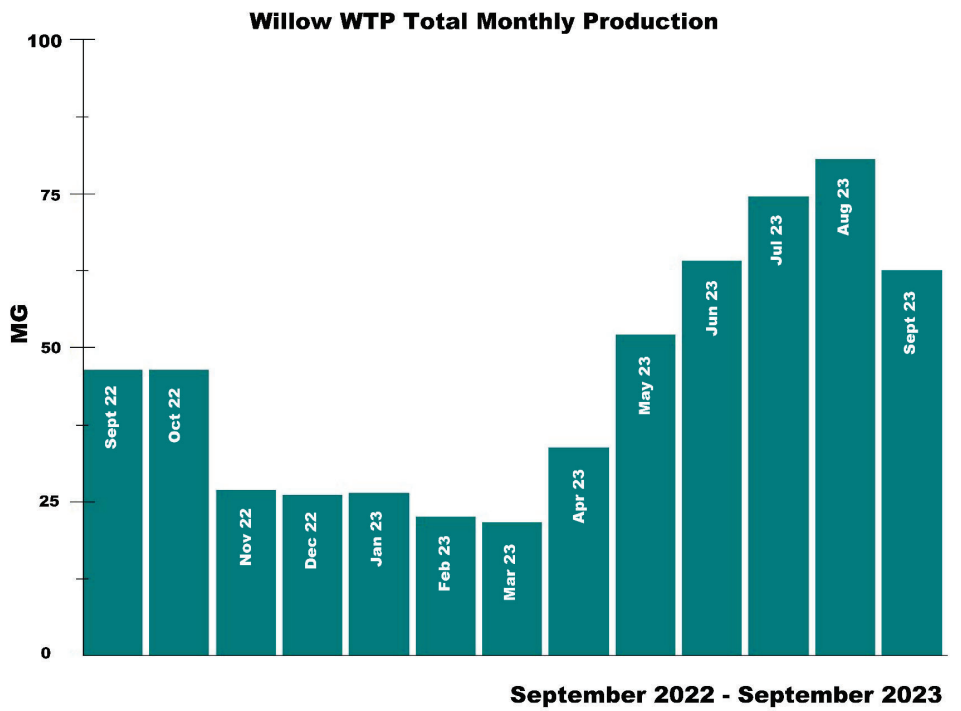
07

Down for
Repairs

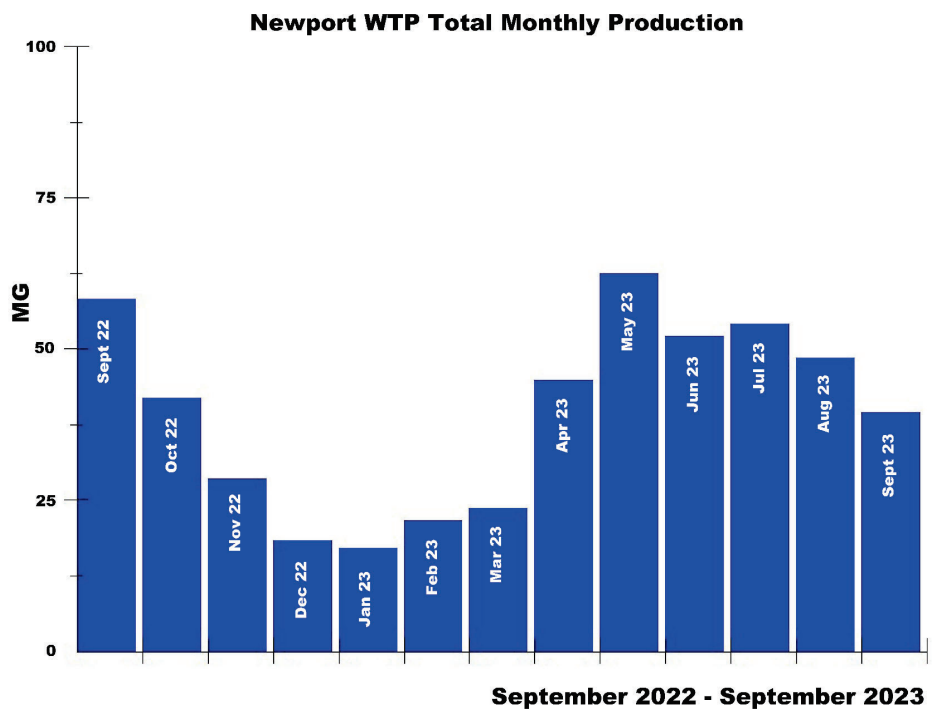
Water Production & Chemicals

	Production (MG)	Chemicals (gal) (Sodium Hypochlorite)
Willow WTP	62.57	4,509
Newport WTP	39.55	1,429
TOTAL	102.12	5,938

Water Production - Willow Total Monthly Production



Water Production - Newport Total Monthly Production



Water Compliance

Coliform Samples Collected: 20

Coliform Positive Results: 0

Water Quality Complaints: 1 (odor)

Hydrant Flushing: 7

Valve Exercising: 0

Lift Station Status

A

Active

C

Active

D

Active

E

Active

F

Active

G

Active

H

Active

J

Active

R

Active

S

Active

Newport

Active

Lakeshore

Active

Lakes

Active

Lakes 4

Active

Bixler

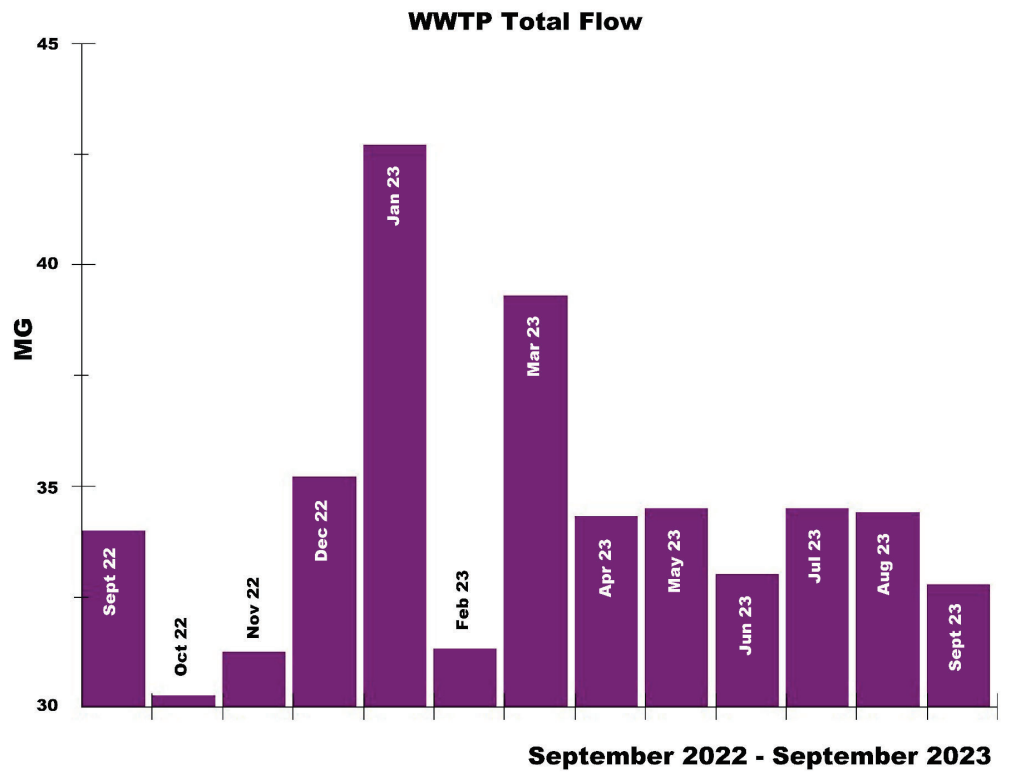
Active

Wastewater Flow & Chemicals

WW Plant 2	Total Flow (MG)	Influent Flow avg. (MG)	Discharge Flow avg. (MG)
	32.77	.95	1.09
	Last Year Flow (MG)	Polymer (gal)	Alum (gal)
	33.97	400	0

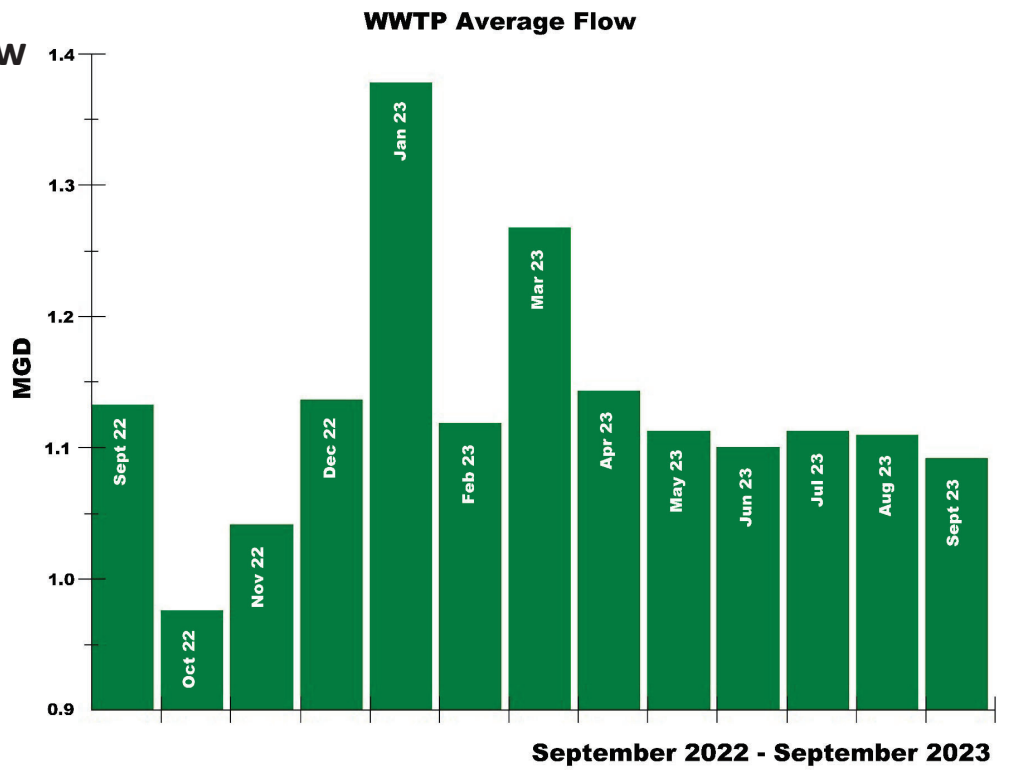
WWTP 2

Total Monthly Flow



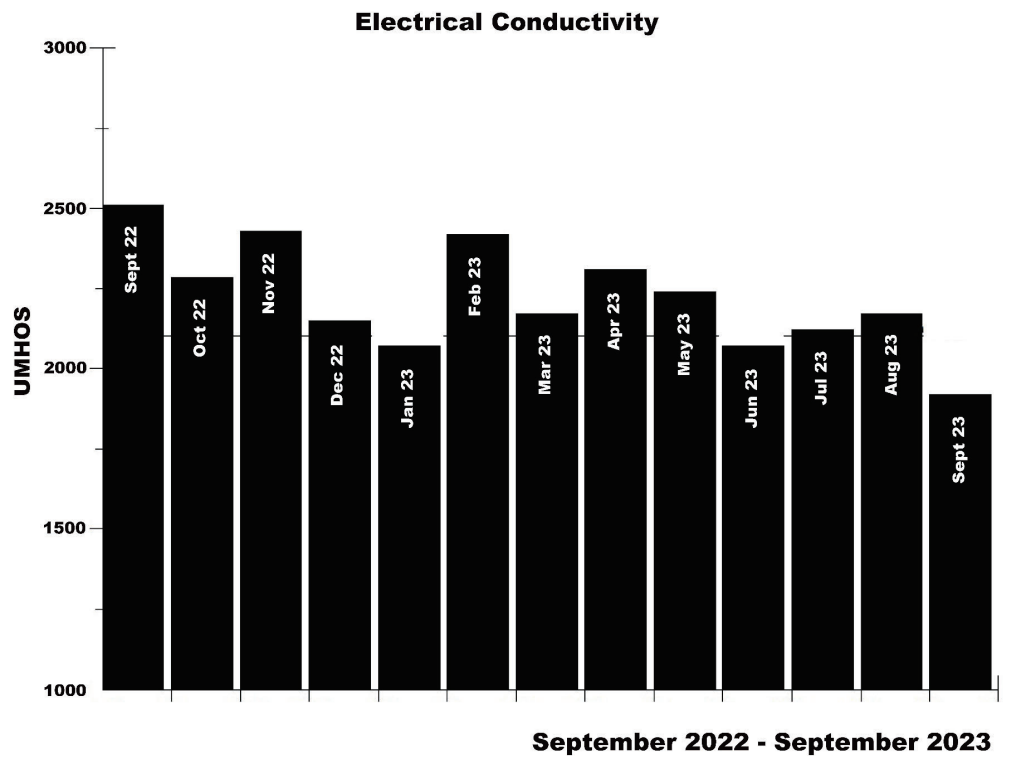
WWTP 2

Average Discharge Flow



WWTP 2

Monthly Conductivity



Wastewater Compliance

Effluent BOD₅, mg/L < 10: **1.0**

Effluent TSS, mg/L < 10: **.08**

Total Coliform 7 day median < 2.2: **<2**

Total Coliform daily max < 23: **<2**

Eff NTU daily avg < 2: **0**

Eff Ammonia (N), mg/L < 8.4: **ND**

Removal BOD₅, monthly > 85%: **99.6%**

Removal TSS, monthly > 85%: **99.6%**

Conductivity annual avg < 2,400: **2,166**

Nitrates monthly < 38: **6**

**Maintenance
& Improvements**

SSOs: 0

Customer Inquires: 0



District of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

October 18, 2023

Prepared By: Gregory Harris, District Wastewater Engineer
Submitted By: Dina Breitstein, General Manager

Agenda Title

Discussion and Possible Action to Approve the Scope of Work for Stantec to Prepare Report of Waste Discharge and Other Documents for Renewal of the Town's NPDES Permit in the Amount of \$45,314.

Recommended Action

- a) Approve the scope and budget contained in the attached Stantec proposal dated September 26, 2023, to prepare documents for the renewal of Water Board Order No. R5-2019-0082 (Town's NPDES Permit).
- b) Authorize the General Manager to execute the Town's Standard Form of Consulting Agreement with Stantec to prepare documents for NPDES permit renewal in the amount of \$45,314.
- c) Authorize the General Manager to execute any additional change orders to Stantec Contract for up to 10% contingency of the Contract value.

Executive Summary

The Town operates all of its wastewater facilities under a National Pollution Discharge Elimination System (NPDES) permit. This permit is renewed every 5 years and the Town's permit requires renewal in 2024. The current permit requires all documents for the renewal of the permit to be submitted by January 30, 2024. HERWIT has requested a proposal from Stantec Consulting Engineers to prepare the renewal documents. Stantec has prepared the last two NPDES permit renewals for the Town as well as the most recent Wastewater Master Plan. The documents required and the steps needed to renew the permit including a Report of Waste Discharge (RWOD) are summarized in the proposal from Stantec.

As part of this renewal, the Town would like to begin formal negotiation with Water Board staff about possible revisions to some of the current Order requirements for inclusion in the upcoming renewed Order. These revisions include the following.

1. Cattail maintenance at the wastewater lagoons.
2. Modification to the electrical conductivity limits.

A flow increase under the NPDES permit to accept flow from the Cechinni Ranch Development is not currently planned as part of this permit renewal. The Cechinni Ranch Development is scheduled to have a flow increase of approximately 400,000 gallons per day at buildout. Normally this kind of flow increase would be included in a WWTP Order renewal, and the total flow capacity of the Order would be requested to increase by this amount. However, the 2019 Master Plan by Stantec identified that total flows in the District have decreased over time and influent concentrations have gone up over time. As a result, the current Master Plan flow for buildout of the existing community is 1.63 million gallons per day (MGD), and the Order limit is 2.35 MGD. Therefore, a flow increase under the Order for the District is not needed to accommodate the Cechinni Ranch development in the future as long as the wastewater concentrations and flows remain similar to what is currently experienced in the District. Therefore, Stantec is not planning to request any flow increases as part of this Order renewal and has not included budget for such a request in the scope above.

Stantec has prepared a base scope of work to prepare all required documents. On occasion, the Regional Water Quality Control Board (RWQCB) will require additional studies in support of the ROWD. Since the scope of such additional studies is unknown, any additional studies required by the RWQCB are currently excluded from Stantec's scope of work and will be addressed when feedback on the submitted ROWD is provided by the RWQCB.

Previous Relevant Board Actions for This Item

The Board previously authorized Stantec to prepare renewal of the Town's NPDES permit on May 2, 2018 in the amount of \$49,220.

Fiscal Impact: None.
Amount Requested: \$45,314
Sufficient Budgeted Funds Available? Yes
Prog/Fund # Category: TBD

Attachments

1. Scope of Work from Stantec Dated September 26, 2023

AGENDA ITEM: E1



Stantec Consulting Services Inc.
2250 Douglas Boulevard, Suite 260
Roseville CA 95661-4207

September 26, 2023

Project/File: 184081092

Dina Breitstein, General Manager

Town of Discovery Bay
1800 Willow Lake Road
Discovery Bay, CA 94505

Dear Mrs. Breitstein,

Reference: Proposal to Renew Water Board Order No. R5-2019-0082

Stantec Consulting Services, Inc (Stantec) is pleased to submit this proposal to the Town of Discovery Bay Community Services District (District) to assist the District with its renewal of California Regional Water Quality Control Board (Water Board) Order No. R5-2019-0082 specifying requirements for lawful operation of the District's wastewater treatment plant (WWTP). Stantec's 3-person team assigned to this project has roughly 85 years of cumulative experience with the Water Board, and its permitting and permit renewal policies. Stantec has developed a very positive working relationship with Water Board staff founded on the basic principle that protection of water quality is essential but must be based on sound scientific and statistical analyses to avoid 1) waste of public money and 2) the consequential loss of public trust in both the District and Water Board.

Renewal of the District's Order is necessary for three reasons:

1. Orders such as the District's must be renewed every 5 years under Federal United States Environmental Protection Agency (EPA) regulations. The District's current Order expires on January 30, 2025 and the Report of Waste Discharge (ROWD) is due on January 30, 2024.
2. The District's WWTP is being upgraded/improved to include a "denitrification" process to reduce the total amount of nitrogen released from the WWTP back into the aquatic environment of Discovery Bay.
3. The District would like to begin formal negotiation with Water Board staff about possible revisions to some current Order requirements for inclusion in the upcoming renewed Order. Stantec understands that items currently of concern for the District are limited to cattails maintenance in the lagoons and electrical conductivity limits.

The Water Board has streamlined its Order renewal process over the years to improve efficiency, consistency, and cost-effectiveness for both the Water Board and the dischargers needing an Order. In essence, the streamlined process involves four steps:

1. Submission of facts and special requests by the discharger (the District in this case).

Reference: Proposal to Renew Water Board Order No. R5-2019-0082

2. Analysis of the submission by Water Board and its development of a preliminary assessment of what the renewed Order may look like if no additional information is available (generally from the discharger).
3. The discharger works with the Water Board staff to develop Order requirements with technical support that both parties believe are in compliance with regulations and defensible from a scientific and statistical perspective. This step is key and commonly results in the proposed new Order being “uncontested” before the Water Board.
4. At a public hearing the Water Board takes testimony from its staff, the discharger, and other concerned parties prior to voting to either accept or reject the proposed new Order if it is not “uncontested.” With the Water Board’s streamlined process, particularly Step 3, the “trial” mentality between Water Board staff and discharger is virtually eliminated. Occasionally, staff and discharger will have a legitimate “difference of professional opinion” without animosity upon which each party seeks the Water Board’s collective opinion.

Stantec’s Scope of Work, presented below, is based on the foregoing four step process.

SCOPE OF WORK

Stantec proposes to assist the District with its renewal of Order No. R5-2019-0082 by completing the following tasks using information provided by the District.

Task 1 – Data Request & Review

Stantec will request from the District information known to be needed for various forms that are required under Step 1:

1. State Water Resources Control Board Form 200
2. EPA Form 1
3. EPA Form 2A
4. EPA Form 2S

Such information will include, but is not limited to, flow schematics of proposed revisions to WWTP processes; any revisions to potable water or wastewater characteristics; WWTP service area population, service fees, and median household income estimates; any proposed changes to WWTP operational strategy; etc. Stantec will review the provided data.

Task 2 – Complete Forms

Stantec will complete the forms identified in Task 1 and will submit the forms to the District for review for accuracy and completeness. After discussing any review comments with the District and incorporating revisions as appropriate, Stantec will produce the final forms.

Reference: Proposal to Renew Water Board Order No. R5-2019-0082

Deliverables:

- Draft Forms
- Final Forms

Task 3 – ROWD Cover Letter

Stantec will develop the renewal submittal cover letter. This is an important letter because this is where the District introduces its “subjects of interest” to Water Board staff. Such subjects may include a) discussions of why some information submitted in the required forms may be “factual” but not “representative”, b) requests to revise specific language in the current Order for inclusion in the new Order, and c) discussion as to why an Anti-Degradation Analysis is either not needed or can be focused to specific topics. The cover letter also provides an index to all attached forms/documents so that Water Board staff can easily find materials of interest. The cover letter will be submitted to the District for review. After discussing any review comments with the District and incorporating revisions as appropriate, Stantec will produce the final cover letter.

Deliverables:

- Draft Cover Letter
- Final Cover Letter

Task 4 – Final ROWD and Submission

Stantec will compile and prepare the Final ROWD (Order renewal request cover letter and all attachments) for submission the to the Water Board.

Deliverable:

- Final ROWD

Task 5 – Project Management & Coordination

Stantec will provide project facilitation and management to oversee the project’s progress and complete tasks such as scheduling updates, billing, report coordination, etc. Stantec’s Project Manager will manage the scope and budget for the project through cost control and reporting system measures. As discussed further in the next section, this scope covers Step 1 of the Order renewal process and a separate scope will be required for Steps 2 through 4, which generally include greater coordination with the Water Board. However, Stantec will assist with coordination between the District and the Water Board under this scope as necessary and appropriate. The best solution for the people of the District will come out of a cooperative effort by all involved parties.

Our team is always available for impromptu meetings, calls, and emails to receive direction and to keep the project team informed. Stantec will use Microsoft Teams to conduct meetings.

Reference: Proposal to Renew Water Board Order No. R5-2019-0082

Stantec will provide quality assurance and quality control (QA/QC) which includes peer review of the deliverables. All documents will be reviewed for correctness, completeness, and coordination with current regulatory requirements.

Additional Tasks Not Covered by Scope of Work

As noted above, Stantec Tasks 1-5 complete Step 1 of the Order renewal process, Submission of Facts and Special Requests. Stantec cannot accurately assess Stantec's involvement on the District's behalf in Steps 2, 3, and 4 of the Order renewal process until Step 1 is complete and both Stantec and the District have a clearer understanding of what the "facts and special requests" are, how controversial they may be, and how strong the foundations for District negotiations with Water Board staff are. From what Stantec knows about the District's situation and previous experiences with Water Board staff, Stantec anticipates that additional fees may be very roughly one to three times the ROWD fee, excluding any field work, sampling, laboratory fees, outside experts, etc. At this time, Stantec does not anticipate any major new studies being needed to allow the District to receive a new Order that the District's constituents can afford and support. However, Stantec recently needed to complete an extensive study to document that cooling towers were not needed at a WWTP. In the past, Stantec completed extensive studies to document that reverse osmosis treatment was neither needed nor appropriate at specific WWTPs in the Central Valley.

The nature of this Scope of Work and Stantec's knowledge of the WWTP are such that neither a site visit nor an in-person meeting is believed to be needed, though can be provided if requested by the District on a time and expense basis. Stantec proposes to complete this project entirely via telephone and electronic information transfer systems.

Please note that the Cechinni Ranch Development is scheduled to have a flow increase of approximately 400,000 gallons per day at buildout. Normally this kind of flow increase would be included in a WWTP Order renewal and the total flow capacity of the Order would be requested to increase by this amount. However, the 2019 Master Plan by Stantec identified that total flows in the District have decreased over time and influent concentrations have gone up over time. As a result, the current Master Plan flow for buildout of the existing community is 1.63 million gallons per day (MGD), and the Order limit is 2.35 MGD. Therefore, a flow increase under the Order for the District is not needed to accommodate the Cechinni Ranch development in the future as long as the wastewater concentrations and flows remain similar to what is currently experienced in the District. Stantec is therefore not planning on requesting any flow increases as part of this Order renewal and has not included budget for such a request in the scope above.

Fee Estimate


Stantec proposes to complete the foregoing tasks on a time and expense basis in accordance with the attached fee schedule with an estimated not to exceed fee of \$45,314 (Attachment 1) using Stantec's applicable fee schedule (Attachment 2). The total estimated fee will not be exceeded without prior written approval from the District. Should additional out-of-scope work be required or requested by the District, Stantec will request a change order to fund additional services.

Please, contact us should you have any questions or comments regarding this proposal. I appreciate the opportunity to work with you on this project.

Reference: Proposal to Renew Water Board Order No. R5-2019-0082

Sincerely,

STANTEC CONSULTING SERVICES INC.



Steven L. Beck PE
Project Manager
Phone: 916-826-3665
Steven.Beck@stantec.com

Attachments:

Attachment 1: Fee Estimate
Attachment 2: Rate Table



Town of Discovery Bay Renew Order Fee Estimate

	Project Manager	Regulatory and Permitting Expert	Regulatory and Permitting Specialist					
Billing Rate, \$/hr	Steve Beck, PE	Rich Stowell, PhD, PE	Kelly McGartland, EIT					
	\$276	\$275	\$200					
Task				Total Hours	Labor	Direct Costs	Total	
Task 1 – Data Request & Review								
Task 1 – Data Request & Review	1	10	28	39	\$8,626	\$0	\$8,626	
			Task 1 Total	39	\$8,626	\$0	\$8,626	
Task 2 – Complete Forms								
Task 2 – Complete Forms	2	16	40	58	\$12,952	\$0	\$12,952	
			Task 2 Total	58	\$12,952	\$0	\$12,952	
Task 3 – ROWD Cover Letter								
Task 3 – ROWD Cover Letter	2	32	48	82	\$18,952	\$0	\$18,952	
			Task 3 Total	82	\$18,952	\$0	\$18,952	
Task 4 – Final ROWD and Submission								
Task 4 – Final ROWD and Submission	1	2	2	5	\$1,226	\$0	\$1,226	
			Task 4 Total	5	\$1,226	\$0	\$1,226	
Task 5 – Project Management & Coordination								
Task 5 – Project Management & Coordination	8	2	4	14	\$3,558	\$0	\$3,558	
			Task 5 Total	14	\$3,558	\$0	\$3,558	
	Total	14	62	122	\$198	\$45,314	\$0	\$45,314
Total Fee							\$45,314	

SCHEDULE OF BILLING RATES – 2023 (USD)

Billing Level	Hourly Rate	Description
3	\$122	Junior Level position <ul style="list-style-type: none"> <input type="checkbox"/> Independently carries out assignments of limited scope using standard procedures, methods and techniques <input type="checkbox"/> Assists senior staff in carrying out more advanced procedures <input type="checkbox"/> Completed work is reviewed for feasibility and soundness of judgment <input type="checkbox"/> Graduate from an appropriate post-secondary program or equivalent <input type="checkbox"/> Generally, one to three years' experience
4	\$129	
5	\$145	
6	\$150	Fully Qualified Professional Position <ul style="list-style-type: none"> <input type="checkbox"/> Carries out assignments requiring general familiarity within a broad field of the respective profession <input type="checkbox"/> Makes decisions by using a combination of standard methods and techniques <input type="checkbox"/> Actively participates in planning to ensure the achievement of objectives <input type="checkbox"/> Works independently to interpret information and resolve difficulties <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, three to six years' experience
7	\$164	
8	\$170	
9	\$178	First Level Supervisor or first complete Level of Specialization <ul style="list-style-type: none"> <input type="checkbox"/> Provides applied professional knowledge and initiative in planning and coordinating work programs <input type="checkbox"/> Adapts established guidelines as necessary to address unusual issues <input type="checkbox"/> Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, five to nine years' experience
10	\$187	
11	\$200	
12	\$211	Highly Specialized Technical Professional or Supervisor of groups of professionals <ul style="list-style-type: none"> <input type="checkbox"/> Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise <input type="checkbox"/> Participates in short and long range planning to ensure the achievement of objectives <input type="checkbox"/> Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures <input type="checkbox"/> Reviews and evaluates technical work <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, ten to fifteen years' experience with extensive, broad experience
13	\$220	
14	\$238	
15	\$250	Senior Level Consultant or Management <ul style="list-style-type: none"> <input type="checkbox"/> Recognized as an authority in a specific field with qualifications of significant value <input type="checkbox"/> Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise <input type="checkbox"/> Independently conceives programs and problems for investigation <input type="checkbox"/> Participates in discussions to ensure the achievement of program and/or project objectives <input type="checkbox"/> Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, more than twelve years' experience with extensive experience
16	\$267	
17	\$275	
18	\$276	Senior Level Management under review by Vice President or higher <ul style="list-style-type: none"> <input type="checkbox"/> Recognized as an authority in a specific field with qualifications of significant value <input type="checkbox"/> Responsible for long range planning within a specific area of practice or region <input type="checkbox"/> Makes decisions which are far reaching and limited only by objectives and policies of the organization <input type="checkbox"/> Plans/approves projects requiring significant human resources or capital investment <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, fifteen years' experience with extensive professional and management experience
19	\$286	
20	\$296	
21	\$314	

All labor rates will be subject to annual increase of 4% on January 1st of each calendar year.



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

October 18, 2023

Prepared By: Aaron Goldsworthy, Water & Wastewater Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title:

Discussion and Possible Action to Approve the Purchase of JW Backhoe Surplus Equipment.

Recommended Action:

To recommend the Board of Directors take the following action:

1. Approve the purchase of JW Backhoe Surplus Equipment, and
2. Authorize the General Manager to execute all purchase agreements with JW Backhoe for surplus equipment not to exceed \$268,000.00

Executive Summary:

JW Backhoe has closed operations. They have offered to sell the District surplus equipment that the District utilizes for repairs and maintenance. This equipment is in "used" condition and has been well maintained.

The District has contacted outside construction companies who could assist the District with future repairs. These companies would use the following equipment during repairs:

- a. Full Circle Repair Clamps \$5,000 – For mainline repair.
- b. On hand brass/copper material \$5,000 – For service line repair.
- c. 2 Steel Trench Plates \$8,000 – Allows traffic to drive over open trenches.
- d. Heavy Equipment Trailer \$17,500 – To haul trench plates and heavy equipment.
- e. 2017 Merit Saw Cutter w/Trailer \$17,500 – To cut street and sidewalk.
- f. 2015 Ford F650 Bobtail \$75,000 – To haul dirt and rock from repair work.
- g. 2018 John Deere Backhoe \$85,000 – To dig and fill material from work site.
- h. 2015 Ford F450 Diesel Utility Truck \$55,000 – Equipped with following necessary tools:
 - 5000-watt generator.
 - Wacker.
 - Traffic control signs and cones.
 - 2" Electric Pump and 2" Gas Pump.
 - 100' extension cords.
 - 1 Saw-Saw, 1 Cutoff saw and 1 Drill.
 - Shovels, hand tools

Total \$268,000

Equipment would be stored at Plant 1 and used only for District purposes. Construction companies do have their own equipment; however, they charge hourly for each piece of equipment plus mobilization costs.

Owning the equipment will allow the District the ability to one day repair its own infrastructure. Plus, owning this equipment would help with Veolia and District operations as equipment is currently shared with tight scheduling.

Fiscal Impact:

Amount Requested \$ 268,000

Sufficient Budgeted Funds Available? Yes

Prog/Fund # Category:

Previous Relevant Board Actions for This Item:

None.

Attachments:

1. JW Equipment Photos.
2. Comparison Equipment Photos.
3. Pricing Comparison.

AGENDA ITEM: E2







**2017 Heavy Equipment Trailer
Steel Traffic Plates**

**2018 John Deere Backhoe
3,370 Hours**









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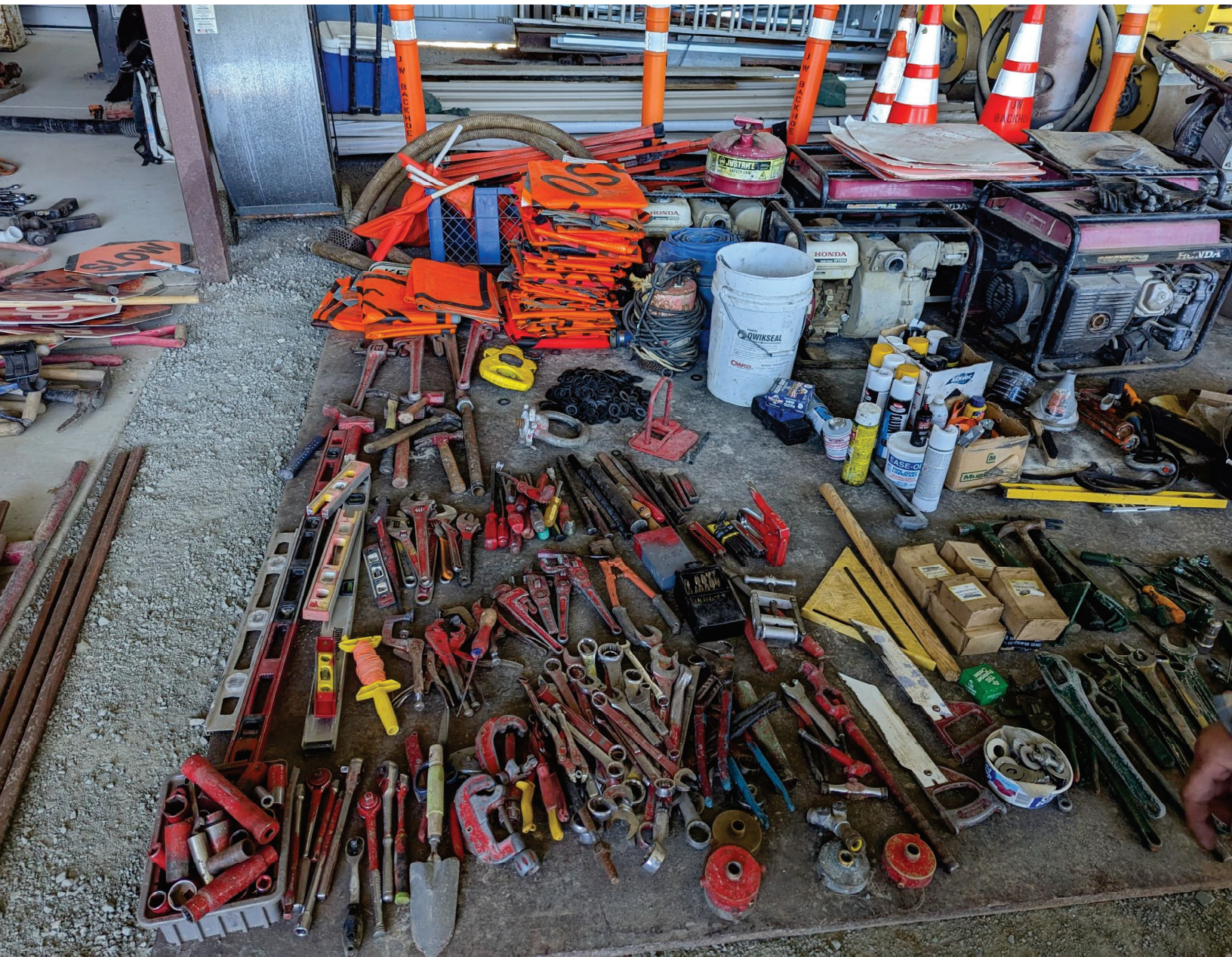
18-143

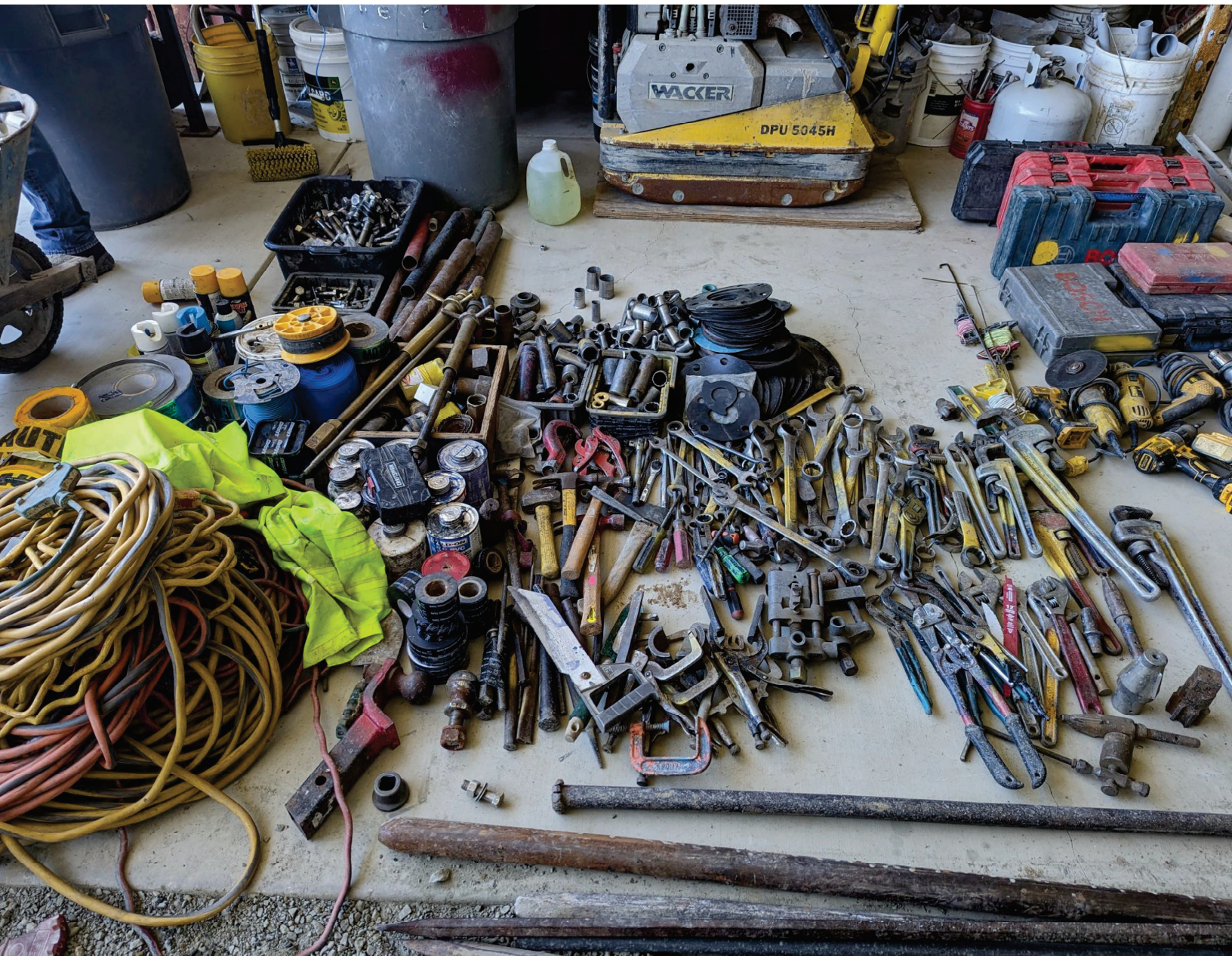
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Used 2012 TRAILBOSS Flatbed Trailer
25ft

Stock # DSR0R1VJ041405

\$22,900

Contact **Proxy Equipment**
[View Dealer's Website](#)

1-888-304-6318

[Chat](#)

Full Name

Email Address

Additional Comments:
Customer Request

Include me on exclusive offers, giveaways,

I'm not a robot



PROMO



1/4



Used 2015 FORD Dump Truck
F650

📍 160,537 Miles Stock # 4321678

\$56,500

Contact **Art's Trucks & Equipment**

[View Dealer's Website](#)

1-877-894-1713

Your Email Address

Hello, I am interested in your **2015 FORD F650 Du**

Please contact me

You can reach me at

Additional Comments

Thank you,

First and Last Name

I would also like to see: Additional Photos V

Include me on exclusive offers, giveaways, and our mo

PROMO

Status: On Lot



Vehicle Details

Trans.: 10-Speed Automatic
Engine: 8 Cylinders
Drivetrain: Rear Wheel Drive

Fuel Type: Diesel
Ext. Color: Unknown

[View all Technical Specifications](#)

[VIEW WINDOW STICKER](#)

MSRP

\$115,783

~~DuPratt Discount~~

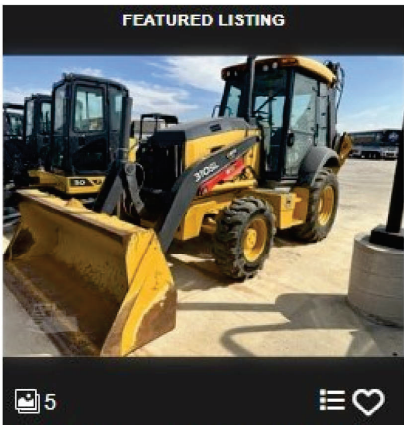
~~-\$3,250~~

Selling Price

\$112,533

45 people recently viewed this vehicle*





2017 DEERE 310SL

Loader Backhoes

Price: **USD \$89,000**

CURRENCY. Get Financing*

Machine Location:
Oklahoma City, Oklahoma 73107

Hours: 3,044

Drive: 4WD

ROPS: Enclosed

Serial Number: 1T0310SLJGF303224



Compare

CL Boyd Co Inc

Oklahoma City, Oklahoma 73126

Phone: **(405) 384-6055**

View Details

Email Seller

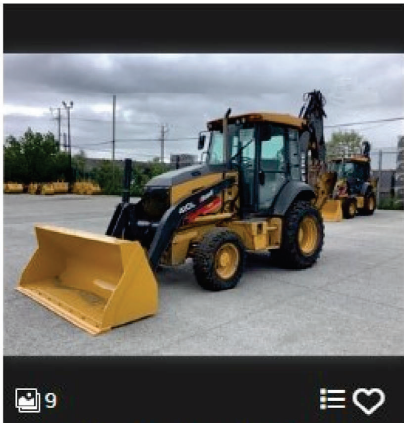
Video Chat

Updated: Tuesday, October 10, 2023 08:23 AM

Good-running used John Deere 310SL backhoe loader recently serviced, priced right and ready for sale! FT4 John Deere Diesel Engine Radio 1000 lb. Counterweight 1.3 YD Long Lip Loader Bucket Du... [See More Details](#)

Get Shipping Quotes

CURRENCY. Apply for Financing



2018 DEERE 410L

Loader Backhoes

Price: USD \$80,207

(Price entered as: CAD \$109,000)

CURRENCY. Get Financing*

Machine Location:

Lac-Des-Écorces, Quebec, Canada J0W 1H0

Hours: 6,410

Drive: 4WD

ROPS: Enclosed

Serial Number: 1T0410LXPJD328713



Compare

Brandt Tractor Ltd.

Lac-des-Ecorces, Quebec, Canada J0W 1H0

Phone: **+1 888-227-2638**

View Details

Email Seller

Video Chat

Updated: Wednesday, September 13, 2023 02:23 PM

Cab w/ AC, Pilot Controls; 4X4 Power Shift Tran, Ride Control; Extendible Dipper; Aux Hydraulics. Front Coupler; w/ Bucket

FRISTAR Get Shipping Quotes

CURRENCY. Apply for Financing

410 P-tier Backhoe Loader

Base Machine (17E0T)

List Price* USD **\$192,755.00**

Options \$0.00

Attachments & Accessories ** \$0.00

Product Features

More Details

Photo is representative and will not reflect your configured product. Manufacturer's suggested price on base machine. Optional accessories and attachments as shown not included. Taxes, freight, setup, and delivery not included. See your dealer for available models, options, attachments and pricing. Product options and accessories may not be available in all regions. Prices listed are in USD.



Change Options

Add Attachments and Accessories

2023 Ford F-450 Regular Cab DRW 4x2, Royal Truck Body Service Body Service Truck

Job Ready: Now



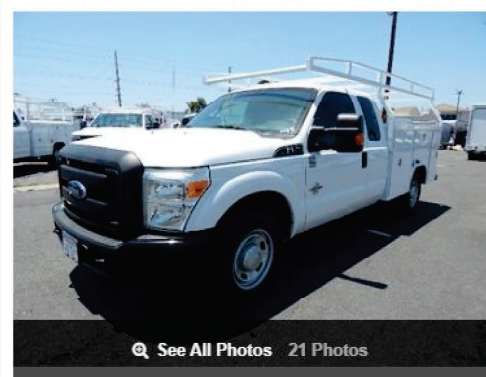
VIN 1FDUF4GT1PEC36933
 Stock # F20448B
 Cab Type Regular
 Drivetrain 4x2
 Rear Wheels DRW
 Fuel Type Diesel
 Transmission 10-Speed Automatic
 Body Material Steel
 Body Length 11'
 Body Inside Width 49"

MSRP	\$82,951
Total Savings	\$2,526
Price	\$80,425

I'm Interested!

[See More Details](#)

[2015 Ford F-250 Super Cab SRW 4x2, Service Truck](#)



VIN 1FT7X2AT8FEB45197
Stock # 045B-45197
Mileage 95,636
Cab Type Super
Drivetrain 4x2
Rear Wheels SRW
Fuel Type Diesel
Transmission AUTOMATIC
Color WHITE

[See More Details](#)

Price **\$39,950**

Fleets 101 Inc.
Norwalk, CA

I'M INTERESTED!

	JW Equipment	Price	Comparison Item	
a.	Full Circle Repair Clamps	\$5,000.00		
b.	Brass/copper material	\$5,000.00		
c.	2 Steel Trench Plates	\$8,000.00		
d.	Heavy Equipment Trailer	\$17,500.00	Used 2012 Flatbed Trailer	\$22,900.00
e.	2017 Merit Saw Cutter w/trailer	\$17,500.00		
f.	2015 Ford F650 Bobtail- 16,379 miles	\$75,000.00	2015 Ford Bobtail -160,537 Miles	\$56,500.00
g.	2018 John Deere Backhoe - 3,370 hours	\$85,000.00	2017 Deere Backhoe - 3,044 hours	\$89,000.00
			2018 Deere Backhoe - 6,410 hours	\$80,207.00
			New Deere Backhoe - 0 hours	\$192,755.00
h.	2015 Ford F450 Diesel Utility Truck - 27,514 miles	\$55,000.00	2015 Ford F-250 Diesel - 95,636 miles	\$39,950.00



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

October 18, 2023

Prepared By: Dina Breitstein, General Manager
Submitted By: Dina Breitstein, General Manager

Agenda Title:

Discussion and Possible Action to Approve the Water and Wastewater Committee Recommendation to Eliminate the Non-Viable Office Building Option as a Possible Option for the Future District Office Building.

Recommended Action:

It is recommended that the Board approve the following action:

- Eliminate the following Non-Viable Office Building Option per the Water and Wastewater Committee Recommendation:

Option 3: New Building

Executive Summary:

In June of 2021, Luhdorff & Scalmanini (LSCE), the District's water engineering consultant, completed a Risk and Resilience Assessment Report for the Town of Discovery Bay. The report was requested and submitted to the America Water Works Association (AWWA). The report identified that the District Office shared a site with the Well 6 Water Treatment Facility. It found that allowing public access to the District's process facilities increases the risk of accidental or intentional malevolent acts and poses a relatively high vulnerability to the water system and liability for the District. The general public's access to process control facilities daily is irregular, and it is highly recommended that options be reconsidered to move the District Office Operations to a different site. This move would mitigate the possibility of accidental or intentional malevolent acts to the District's water treatment facility. The risk results outlined in the report prompted the Board decision to create an Ad-Hoc Building Committee to explore various options.

The Ad-Hoc Office Building Committee began the task of exploring relocating the District Office administration operations. The tasks accomplished to date are listed below:

1. Identify a new site location.
2. Interview and recommend an architectural firm to develop three design concepts.
3. Advise and review design necessities and features.
4. Bring the recommended concept(s) to the Board of Directors.

AETypic was contracted by the District to provide three New Office Building conceptual schemes. Three schemes were designed and reviewed by the Ad-Hoc Committee, with conceptual Scheme A being the recommended plan to bring forward for Board review. The Ad-Hoc committee met several times to guide and review the three schemes.

In addition to the three schemes, the Ad-Hoc Committee explored remodeling and adding to the Community Center building. AET has provided a quote of additional services if the Board chooses to pursue AET in providing one conceptual design to expand/remodel the Community Center.

The June 7, 2023 Board Meeting was held to hear public comments regarding the Architectural Design for a new office building to be built adjacent to the existing Community Center. The building Conceptual Plan A cost estimated was \$13M. Due to the high-cost estimate presented, the Board of Directors paused moving forward on acquiring the new office architecture and engineering plans. The Board decided to continue to research and review other building options.

At the July 5, 2023 Special Water and Wastewater Committee meeting the Committee, Staff and Public put together a list of eight office building options for the District to discuss. Those options were:

- Option 1 – Stay in the Existing Building
- Option 2 – Leasing Rental Space
- Option 3 – New Building
- Option 4 – New Modular Building
- Option 5 – Purchase New Property with Office Space
- Option 6 – Remodel the Community Center
- Option 7 – New Facility at Existing Site
- Option 8 – Existing Building at Riverlake and DB Blvd

At the August 16, 2023 Water and Wastewater Committee meeting the Committee elected to recommend the elimination of the Non-Viable options to date for a new District office building:

- Option 1 – Stay in the Existing Building
- Option 2 – Leasing Rental Space
- Option 7 – New Facility at Existing Site
- Option 8 – Existing Building at Riverlake and DB Blvd

At the September 6, 2023 Board of Directors meeting the Board voted to eliminate the following non-viable options:

- Option 1 – Stay in the Existing Building
- Option 2 – Leasing Rental Space
- Option 7 – New Facility at Existing Site
- Option 8 – Existing Building at Riverlake and DB Blvd

It is recommended that the Board approve the following action:

Eliminate the following Non-Viable Office Building Option per the Water and Wastewater Committee Recommendation.

Option 3: New Building


Previous Relevant Board Actions for This Item

September 6, 2023 Board Action to eliminate non-viable options.

Attachments

1. Building Presentation

AGENDA ITEM: E3

A teal-colored background with a wavy, water-like texture. The waves are subtle and flow from left to right, creating a sense of movement and depth. The color is a rich, slightly dark teal.

Water & Wastewater Office Options

Town of Discovery Bay

Requirements

- The America's Water Infrastructure Act (AWIA) was signed into law on October 23, 2018, and is enforced by the U.S. Environmental Protection Agency (EPA). The AWIA requires community drinking water systems serving more than 3,300 people to develop a Risk and Resilience Assessment (RRA) to identify risks from malevolent acts and natural hazards within the water system. The EPA provided guidelines to cover the areas of assessment that are required in the AWIA.
- To comply with AWIA, an official from the District must sign the certification stating that the RRA was completed in accordance with AWIA, and the signed certification must be submitted to the EPA water resilience website before June 30, 2021.

Requirements/Needs

- America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)
- Safety and Security (physical, doors, camera's, alarms, gates, - Cyber and natural hazard Safety and security)
- Sufficient staff space (privacy, conference rooms)
- Room for future growth
- Energy efficient & OSHA Compliant
- Existing Board Chamber issues (size, location, privacy)
- Storage space (files, plans, records, cyber security) fire safety

Building Option Listing

- Option 1 - Stay in the Existing Building
- Option 2 – Leasing Rental Space
- Option 3 – New Building
- Option 4 – New Modular Building
- Option 5 – Purchase New Property with Office Space
- Option 6 – Remodel the Community Center
- Option 7 – New Facility at Existing Site
- Option 8 – Existing Building at Riverlake and DB Blvd

Option 1 – STAY IN EXISTING BUILDING



Viable Option?

REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)		X
Existing Board Chamber issues (size, location, privacy)		X
Safety and Security (physical, doors, cameras, alarms, gates, - Cyber and natural hazard Safety and security)		X
Sufficient staff space (privacy, conference rooms)		X
Room for future growth		X
Energy efficient & OSHA Compliant		X
Storage space (files, plans, records, cyber security) fire safety		X

PROS & CONS

PROS	CONS
N/A	Building is too small
	Insufficient heating and air (OSHA issues)
	Floor has holes (rotting)
	Walls and siding (rotting)
	Security Issues (employee safety, open water treatment plant)
	no room for growth
	Office location is difficult for vendors and residents to find
	Infrastructure Growth (space needed) water tanks and Filters
	Lacks parking

Option 2 – LEASING RENTAL SPACE

LAKEVIEW BUSINESS PLAZA

Square footage available to lease – 2,284

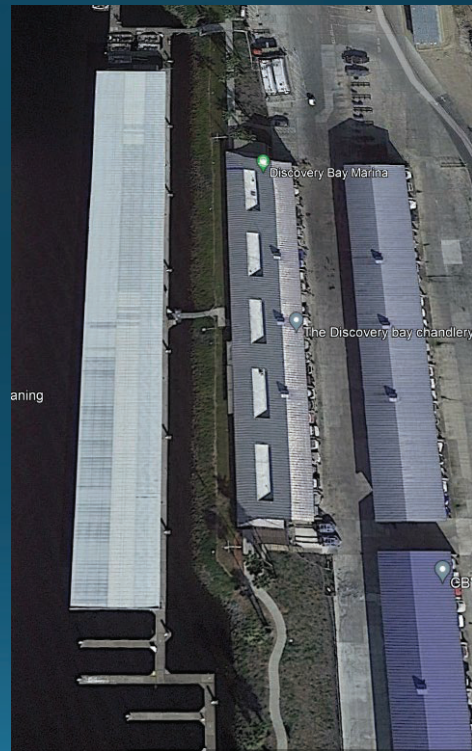
Terms – month to month



Option 2 – LEASING RENTAL SPACE

MARINA BOARDWALK

Square footage available to lease – no
space currently available

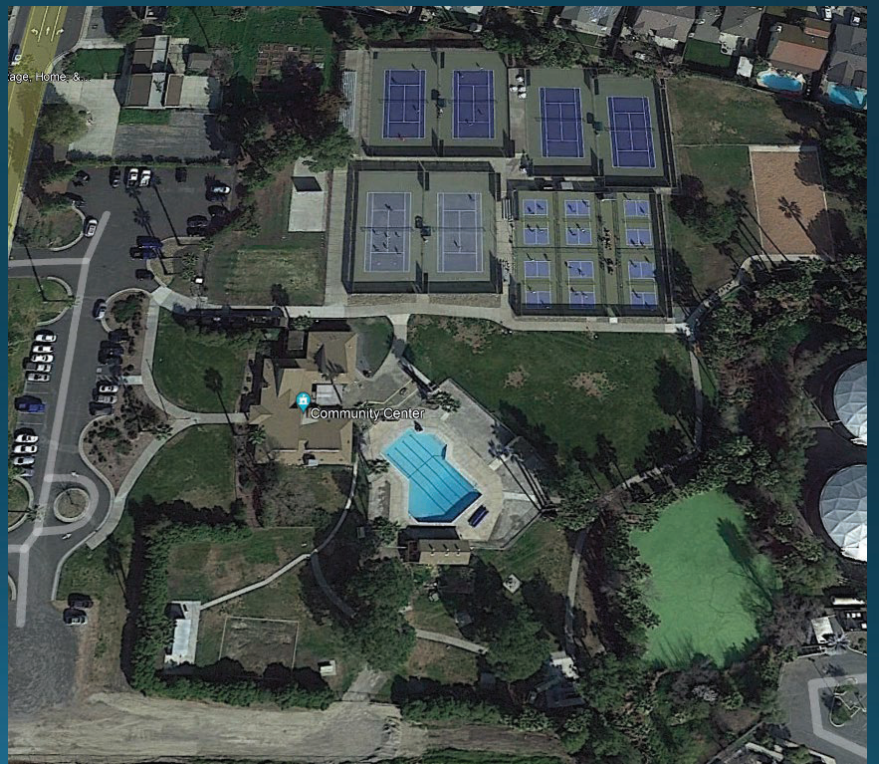


Viable Option?

REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)	X	
Existing Board Chamber issues (size, location, privacy)		X
Safety and Security (physical, doors, cameras, alarms, gates, - Cyber and natural hazard Safety and security)		X
Sufficient staff space (privacy, conference rooms)	At some locations (will need to construct)	X
Room for future growth		X
Energy efficient & OSHA Compliant	At some locations	
Storage space (files, plans, records, cyber security) fire safety	At some locations	

Option 3 – NEW BUILDING

Location – COMMUNITY CENTER PROPERTY



Viable Option?

REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)	X	
Existing Board Chamber issues (size, location, privacy)	X	
Safety and Security (physical, doors, camera's, alarms, gates, - Cyber and natural hazard Safety and security)	X	
Sufficient staff space (privacy, conference rooms)	X	
Room for future growth	X	
Energy efficient & OSHA Compliant	X	
Storage space (files, plans, records, cyber security) fire safety	X	

PROS & CONS

PROS	CONS
Meets necessary requirements	Cost Estimate at \$13M +/-

Option 4 – NEW MODULAR BUILDING

Location – COMMUNITY
CENTER PROPERTY

Contacted design company

*Picture is only an example (not TODB
design)*



Option 4

- Enviroplex, Inc. out of Stockton California. Enviroplex specializes in pre-fabricated modular buildings.
- In order to start the project, TODB would need to have an architect draw up plans and have them approved through the local reviewing agency, Contra Costa County.
- Once approved and Enviroplex accepts our project, it is approximately 14-16 weeks to get the building fabricated, brought to site, and have it constructed.
- We would need a General Contractor to trench for Gas, Electric, low voltage etc.
- They have different ceiling options to include a standard 9 ft. ceiling as well as a vaulted ceiling, and a ridgeline ceiling option.
- For the construction costs, we should anticipate approximately \$400-\$425 a sq. foot.
- The above cost includes a concrete foundation, or we could go through a General Contractor and have the General Contractor company provide the foundation if the price was lower than what Enviroplex would charge.
- There are other costs for this option as well, architecture plans, parking lot, permitting, construction management etc..

Viable Option?

REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)	X	
Existing Board Chamber issues (size, location, privacy)	Potentially meets	
Safety and Security (physical, doors, cameras, alarms, gates, - Cyber and natural hazard Safety and security)	Potentially meets	
Sufficient staff space (privacy, conference rooms)	Potentially meets	
Room for future growth	Potentially meets	
Energy efficient & OSHA Compliant	X	
Storage space (files, plans, records, cyber security) fire safety	Potentially meets	

Option 5 – PURCHASE NEW PROPERTY WITH OFFICE SPACE

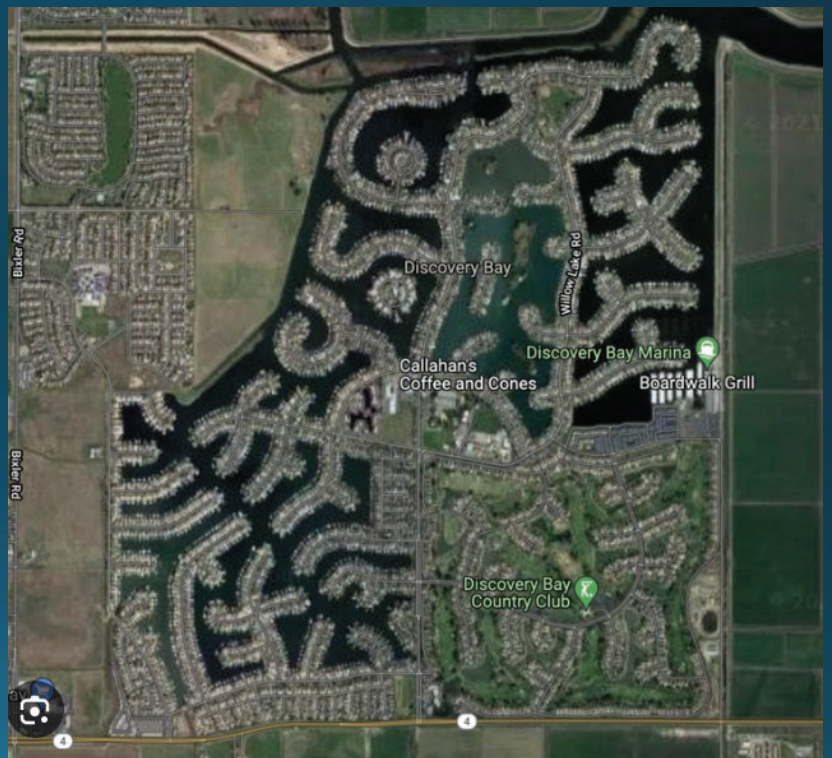
Location – SHOPPING CENTER IN
DISCOVERY BAY

Purchase price \$6.4M +/-

Square footage – approx. 38,000

Leases would pay mortgage

Existing Tenants 9 – Working with
Legal on TODB landlord
requirements



Viable Option?

REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)	X	
Existing Board Chamber issues (size, location, privacy)	X	
Safety and Security (physical, doors, cameras, alarms, gates, - Cyber and natural hazard Safety and security)	Few added upgrades to meet	
Sufficient staff space (privacy, conference rooms)	X	
Room for future growth	X	
Energy efficient & OSHA Compliant	X	
Storage space (files, plans, records, cyber security) fire safety	X	

PROS & CONS

PROS	CONS
Meets all required needs	TODB Landlord (hire management co to mitigate any issues)

Option 5 – PURCHASE NEW PROPERTY WITH OFFICE SPACE

Location – DIRT LOT ACROSS
FROM THE COMMUNITY CENTER

Option is no longer available –
property under contract

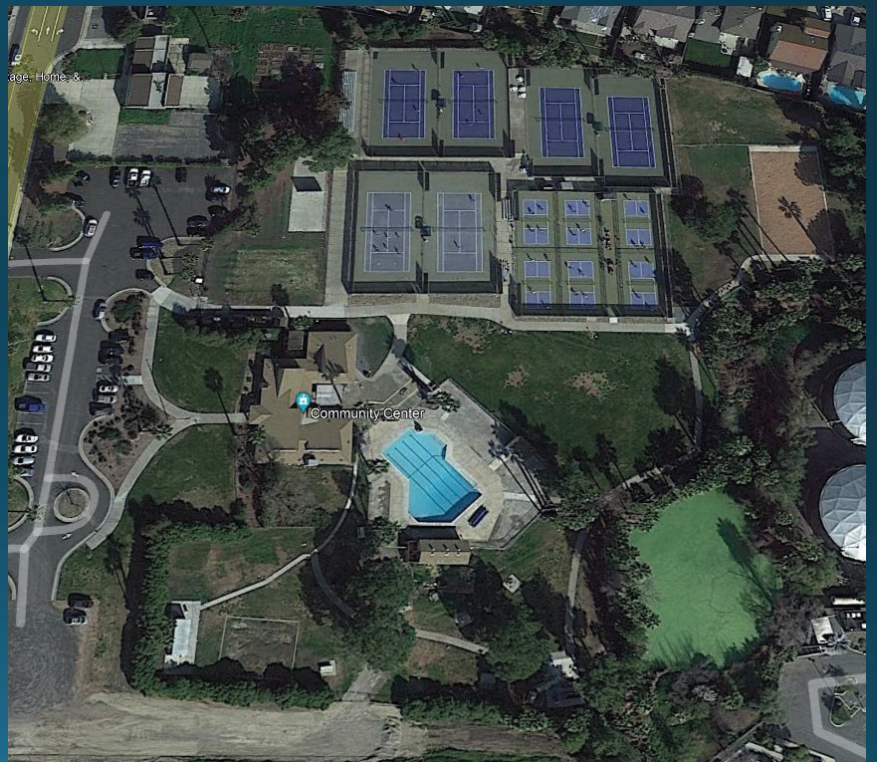


Option 6 – REMODEL THE COMMUNITY CENTER

Location – COMMUNITY
CENTER PROPERTY

Quote from AET to provide
cost estimate and potential
design concept. Move
forward with quote?

More to come on this option
(called AET, waiting on
return call of expected
design turnaround)



Viable Option?

REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)	X	
Existing Board Chamber issues (size, location, privacy)	More information required	
Safety and Security (physical, doors, cameras, alarms, gates, - Cyber and natural hazard Safety and security)	More information required	
Sufficient staff space (privacy, conference rooms)	More information required	
Room for future growth	More information required	
Energy efficient & OSHA Compliant	More information required	
Storage space (files, plans, records, cyber security) fire safety	More information required	

PROS & CONS

PROS	CONS
Need more information	Need more information

Option 7 – NEW FACILITY AT EXISTING SITE

Location –WILLOW LAKE ROAD

Tight space for parking and chemical deliveries

Open to the public – Opens up for potential for accidental or malevolent activity

New facility construction needed water tank, larger filters.



Viabile Option?

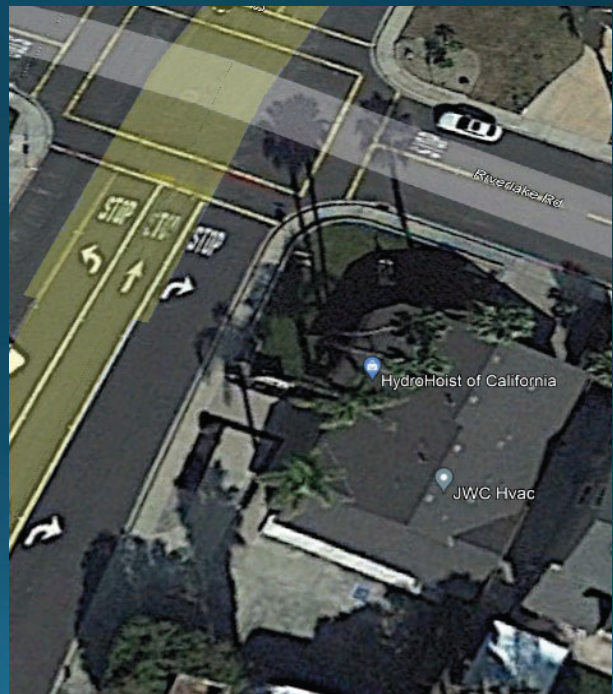
REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)		X (not enough space to gate off)
Existing Board Chamber issues (size, location, privacy)		X
Safety and Security (physical, doors, cameras, alarms, gates, - Cyber and natural hazard Safety and security)		X
Sufficient staff space (privacy, conference rooms)	Potentially Meets	
Room for future growth		X
Energy efficient & OSHA Compliant	X	
Storage space (files, plans, records, cyber security) fire safety		X

Option 8 – EXISTING BUILDING AT RIVERLAKE AND DB BLVD.

Location – CORNER OF DB BLVD AND RIVERLAKE ROAD

Purchase Price – N/A

Square footage or building layout– N/A



Viabile Option?

REQUIREMENTS	MEETS	DOES NOT MEET
America's Water Infrastructure ACT Risk(s) (public accessibility to secure treatment process water & wastewater)	X	
Existing Board Chamber issues (size, location, privacy)		X
Safety and Security (physical, doors, cameras, alarms, gates, - Cyber and natural hazard Safety and security)	Potentially meets	
Sufficient staff space (privacy, conference rooms)		x Limited
Room for future growth		x Limited
Energy efficient & OSHA Compliant	More information required	More information required
Storage space (files, plans, records, cyber security) fire safety	More information required	More information required

PROS & CONS

PROS	CONS
Moves us from current location	Not enough parking
	Building's location
	Limited room for future growth
	Tenants renting space

Committee Recommendation of Non-Viable Options

- Options # 1, 2, 7 and 8 – Committee Recommendation to Eliminate Options 1,2,7 & 8 at the August 16, 2023, Special Water & Wastewater Committee Meeting.

Board Decisions of Non-Viable Options

- Options # 1, 2, 7 and 8 – Board Action to Eliminate Options 1,2,7 & 8 at the September 6, 2023, Board of Director's Meeting.

Eliminated Non-Viable Options

- Options Number: 1,2,7,8 (BOD action on 9/6/23)