CAMBRIA COMMUNITY SERVICES DISTRICT

Karen Dean, Chair of the Resources & Infrastructure Committee, hereby calls a Special Meeting pursuant to California Government Code Section 54956. The Special Meeting will be held: **Wednesday, May 24, 2023, 2:00 PM, 1000 Main Street, Cambria, CA 93428**. The purpose of Special Meeting is to discuss or transact the following business:

NOTICE OF SPECIAL MEETING

CAMBRIA COMMUNITY SERVICES DISTRICT
RESOURCES & INFRASTRUCTURE COMMITTEE

Wednesday, May 24, 2023
2:00 PM
1000 Main Street, Cambria, CA 93428

In person at:
Cambria Veterans' Memorial Hall
1000 Main Street, Cambria, CA 93428

AND via Zoom at:
Please click the link below to join the webinar:
https://us06web.zoom.us/j/82089978511?pwd=OVMyMVlWNlUxMFVPRmFvbURmUUpYZz09
Passcode: 910318
Or One tap mobile:
US: +16699006833,,82089978511# or +16694449171,,82089978511# **Or Telephone: dial *6 to mute/unmute; dial *9 to raise/lower hand**
Dial (for higher quality, dial a number based on your current location):
US: +1 669 900 6833 or +1 669 444 9171 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 253 205 0468 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931 3860
Webinar ID: 820 8997 8511
International numbers available: https://us06web.zoom.us/u/kkBek91jo

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the CCSD Administration Office, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at https://www.cambriacsd.org/. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in

an alternative format, contact the Administrative Analyst at 805-927-6223 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. The Administrative Analyst will answer any questions regarding the agenda.

1. OPENING

A. CALL TO ORDER

B. ESTABLISH QUORUM

C. CHAIRMAN'S REPORT

D. AD HOC SUB-COMMITTEE REPORTS

E. COMMITTEE MEMBER COMMUNICATIONS

Any Committee Member may make an announcement, report briefly on his or her activities, or ask a question for clarification.

F. DISTRICT ENGINEER'S REPORT

G. PUBLIC COMMENTS ON AGENDA ITEMS

Members of the public may now address the Board on any item on its agenda today.

2. CONSENT AGENDA

A. Consideration to Approve the April 17, 2023 Special Meeting Minutes

3. REGULAR BUSINESS

A. Receive Update on San Simeon Water Main and Effluent Project RFP Process and Consider Appointment of R & I Committee Member to Participate in Panel Interviews for Selection Process

4. FUTURE AGENDA ITEMS

5. ADJOURN

Water Reclamation Facility (WRF)

Monthly maintenance tasks continue at the WRF. Preservatives cycled through the Microfiltration (MF) and Reverse Osmosis (R/O) trains. R/O cartridge filters were replaced in each stage. Full "auto" run performed, and all valves exercised in MF and R/O trains. Dechlorinated water circulated in the MF train, and a backwash and air scour were performed. A Membrane integrity test of the MF media indicated that the filters remain in excellent condition.

Engineering

Project	Description	Status
Coastal Development Permit for the Water Reclamation Facility	Land Use Application DRC2013-00112 for the regular permitting of the Water Reclamation Facility.	District and County staff met to discuss current need to extend the schedule due to the inclusion of Instream Flow Study Task 1 results and the Section 7 consultation. County staff acknowledges will continue to work with the District
Instream Flow Study Task 1	Study of the Lower San Simeon Watershed from Palmer Flats to the lagoon. Follows the California Department of Fish and Wildlife's methodology to establish instream flow needs for critical species and habitat.	The Technical Advisory Committee met to review the Draft IFS on 03/02/2023. IFS documents are now available at www.cambriacsd.org/instream-flow-study Finalizing comments. Anticipate Board presentation in June
Instream Flow Study Task 2	Completion of the Annual Adaptive Management Plan report and supporting groundwater modeling and monitoring.	The 2022 draft AMP Annual Report can be read at www.cambriacsd.org/instream-flow-study 2023 monitoring continues and additional modeling is in progress to better define lagoon level thresholds and triggers for AMP.
Endangered Species Act Section 7 Consultation	Federal consultation process to ensure that WRF project activities are not likely to jeopardize the continued existence of listed species or destroy or adversely modify designated critical habitats. Includes permitting assistance, reporting, and technical support.	*No change from last month.* Data from Instream Flow Study Task 1 is being considered to inform this Consultation.

San Simeon Well Field (SSWF) Transmission Main Project	Developing a permanent repair of the San Simeon Water Main. This project will also include solutions for the Sewer Effluent Main that runs parallel.	A request for proposals for preliminary design and alternatives analysis was announced on 02/16/2023 and can be viewed at: https://tinyurl.com/TransmissionMainRFP Received RFP's 4/25, anticipate presentation of recommended consultant to R&I committee in May meeting
Water Meter Replacement Project – AMI	Upgrades system to Advanced Metering Infrastructure (AMI) with new meters and real-time water analytics.	Staff and legal counsel are reviewing the contracting approach
EV Charging Station	Installation and operation of two EV charging stations at the Vets Hall.	Efforts to engage the County to move this station are in process Investigating options to hire a consultant to complete design, permitting and relocation
Cambria Skatepark Project	Design and construction of a new skatepark facility at the old skatepark location on Main St across from the Vets Hall.	The Board approved commencing with the permitting process during the Nov 17th meeting. The application package was submitted to the County on Nov 28. New grant opportunities are being pursued and will be brought to the Board in May 2023
Community Park Restroom	Design and construction of a restroom facility located near the Dog Park on the Fiscalini Ranch Preserve.	Generating building specifications to respond to the County comments.
Pilot project for Zero Liquid Discharge for Brine in WRF	Pilot study project to test innovative technology for brine reduction with the goal of zero liquid discharge	Next phase is the Piloting agreement anticipated for R&I review and Board approval by summer. In anticipation Utilities staff and H20 Innovations are meeting on 3/1/2023 to coordinate strategy and scheduling of the anticipated ZLD pilot test run in October.
Stuart Street Tank Project	Critical water infrastructure project to rebuild the Stuart Street tanks which have reached their useful operational life	Staff has met with their regionally assigned EPA representative on 3/2/2023 to discuss NEPA requirements and grant application specifics.

Coastal Commission Notice of Violation	Coastal Commission issued a Notice of Violation on 4/19/22 regarding CCSD intent to serve letters, water service to Tract 1804, and alleged violations of existing water extractions.	*No change from last month.* Staff submitted a formal response to the Commission and is awaiting next steps. A follow-up communication was sent to Commission staff on June 20, 2022. No response yet.
Annual Water Supply and Demand Assessment	The AWSDA is required by the California Water Code to analyze current water supply and demand conditions as well as project water supply reliability over the next year.	Staff will submit this report by July 1
COVID-19 Wastewater Surveillance	The District introduced COVID-19 wastewater surveillance to the County in March 2020. Participating in Centers for Disease Control (CDC) National Wastewater Surveillance System (NWSS) sponsored program till January 2023. No cost to the District.	Monitoring ongoing.

CAMBRIA COMMUNITY SERVICES DISTRICT
RESOURCES & INFRASTRUCTURE SPECIAL COMMITTEE
Monday, April 17, 2023
2:00 PM

1. OPENING

A. CALL TO ORDER

Chairperson Dean called the meeting to order at 2:00 p.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present: Karen Dean, Derrik Williams, Juli Amodei, James Webb, and Steve Siebuhr

Staff present: Acting General Manager/District Engineer Ray Dienzo, Program Manager Tristan Reaper, and Administrative Analyst HR&IT Haley Dodson.

Attendees present: Board members Harry Farmer, Debra Scott, and Michael Thomas. Community members Allan Dean, Don Howell, and Chris Siebuhr.

Committee member Mark Meeks arrives at 2:01 pm.

C. CHAIRPERSON'S REPORT

No Report

D. AD HOC SUB-COMMITTEE REPORTS

Jim Webb reported that the Brine Disposal subgroup met with Utility Manager Dienzo and Jim Green at the Flag Lot. They reviewed the status of the outfall pipeline and associated infrastructure on the lot. CCSD is working on extending the permit for the infrastructure with State Lands Commission

Juli Amodei and Mark Meeks reported that the Climate Ad-Hoc committee researched a grant opportunity for developing a climate adaptation plan. They forwarded the grant information to Acting General Manger Dienzo, who submitted a $300,000 grant application. The grant application has passed the first review. This is a no-matching-funds grant that could be used to hire a consultant to develop a climate adaptation and resiliency plan.

Public Comment:

Mr. Dudzik highlighted two existing reports available to the long-term supply and storage committee. Mr. Dudzik would like to see the CCSD webpage regarding long-term storage updated. His comments are attached.

Ms. Dickason questions why the District is spending time with infrastructure at the flag lot without hiring divers.

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Three public comments are not on agendized items, but will be read at the next R&I Committee report.

E. COMMITTEE MEMBER COMMUNICATIONS

Mr. Webb reported progress on the IUCN process for establishing marine protected areas along the Central Coast.

F. DISTRICT ENGINEER'S REPORT

Mr. Dienzo reviewed and took questions on the table of Engineering activities. Highlights include:

- GWI is working on the federal grant agreement for Zero Liquid Discharge testing. They anticipate receiving an agreement in mid-May, and a piloting agreement may get to the Board of Directors in June or July.

- The District needs to move the EV charging station because it took a couple ADA accessible parking spots. The District is working with the County to move the EV station to the front of the Vet's Hall.

- Funds for the Stuart Street tank are from EPA. CCSD is looking at the possibility of replacing the tanks with welded steel. But replacing rather than repairing the tank may be cost prohibitive and will require a new foundation which may trigger many permits.

Ms. Dickason (public member) asks about the status of Coastal Development Permit progress, the availability of comments on Task 1 of the Instream Flow Study, and the status of the Daou sewer connection.

G. PUBLIC COMMENTS ON AGENDA ITEMS

Public Comment: None

2. CONSENT AGENDA

A. Consideration to Approve the March 13, 2023 Regular Meeting Minutes

Committee member Mark Meeks moved to approve the minutes

Committee member Juli Amodei seconded the motion.

The motion was approved: 5-Ayes; 0-Nays; 0-Abstain

3. REGULAR BUSINESS

A. Review District CIP Recommendations from Staff Department Heads for FY 2023/2024 Budget

Acting General Manager Dienzo, Fire Chief Justin Vincent and Facilities & Resources Manager Carlos Mendoza presented the CIP list and took questions regarding the CIP needs.

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Ms. Dickason (member of public) asked questions about the water meter installation program.

Committee member Juli Amodei made the motion to approve the CIP list and forward to the Finance Committee

Committee member Mark Meeks seconded the motion

The motion was approved: 5-Ayes; 0-Nays; 0-Abstain

B. Discuss and Consider Updated Resources & Infrastructure Ad Hoc Committees Roster and Approve or Revise as Needed.

Committee members Juli Amodei and Chair Dean volunteered to be on the Asset Management Ad-Hoc Committee to work to develop a list of District assets.

Mr. Dienzo suggested that the Water, Wastewater, and WRF CIP Prioritization Ad-Hoc Committee be put on hold until the wastewater plant improvements are completed.

Committee member Derrik Williams made the motion to approve the new ad-hoc committees

Committee member Mark Meeks seconded the motion

The motion was approved: 5-Ayes; 0-Nays; 0-Abstain

C. Discussion Regarding Water Reclamation Facility (WRF) Permitting Process

Mr. Dienzo provides a history and current condition of the WRF Permitting Process.

- The in-stream flow studies will likely propose various monitoring activities and more studies
- CCSD will request guidance for an ESA biological assessment.
- On Thursday, April 20 the Board will consider revising the WRF project description
- The Instream Flow Study Task 1 is expected to be finalized in June 2023
- The pilot study for Zero Liquid Discharge is expected to take place in October 2023
- The District expects feedback on the biological assessment, and a subsequent biological opinion around July, 2023
- The District must still assess operational adjustment to reduce impacts to Mr. Warren's irrigation well.

Public Comment

DRAFT

- Mr. Swartz supports the phased approach to permitting the WRF. He believes more tests must be done on the supply well pumping rates so as to not interfere with the Warren Ranch well's supply.

- Ms. Heinrichs supports the Board agenda item to modify the project description. She asks if the biological assessment has been completed or is it ongoing.

- Ms. Dickason expresses concern about the project cost and the need for more studies. She asks who is doing the ESA work and how much water has been produced by the WRF. She asks why there was no RFP for the Zero Liquid Discharge pilot study. Mr. Dienzo states that Kevin Merk is completing the ESA work, and there is no need for an RFP for the ZLD pilot study because there is no cost to the District

D. Discussion on PG&E Sustainable Solutions Turnkey (SST) Infrastructure Project

The SST is partially funding projects to upgrade wastewater infrastructure that provide energy savings. The energy savings pay for part of the project.

Mr. Dienzo provides the history of the SST Infrastructure project.

Mr. Dienzo provides a schedule for SST project completion. Anticipated project completion is 10/2024

4. FUTURE AGENDA ITEMS

Chairperson Dean asked for any future agenda items. None suggested.

Ms. Dean suggested Mr. Dienzo provide an updates on the project description and the CDP process studies

5. ADJOURN

Chairperson Dean adjourned the meeting at 3:58 p.m.

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CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Resources & Infrastructure Committee AGENDA NO. **3.A.**

FROM: Matthew McElhenie, General Manager
Ray Dienzo, Utilities Department Manager/District Engineer

Meeting Date: May 24, 2023	Subject:	Receive Update on San Simeon Water Main and Effluent Project RFP Process and Consider Appointment of R & I Committee Member to Participate in Panel Interviews for Selection Process

RECOMMENDATIONS:
Staff recommends that the Resources and Infrastructure Committee receive a verbal update from staff on the San Simeon Water Main and Effluent Project RFP process, including a brief overview of the qualified proposals received, and consider appointing an R & I Committee member to participate in the panel interview and selection process.

DISCUSSION:
The District opened a Request for Proposal ("RFP") for design and engineering services for the San Simeon water and wastewater pipeline replacement project on March 16, 2023. The deadline for proposals was extended to April 25, 2023. The District's contract award deadline is 90 days from the opening of the RFP; however, considering the extension given for proposals, our award deadline to ensure bid pricing is July 25, 2023.

Three proposals were received and met the major qualification criteria outlined in the District's proposal. These qualified firms have a history of designing and engineering comparable municipal projects in San Luis Obispo County and other coastal communities throughout California with environmental characteristics like those of this community. Both firms and their subcontractors offer a team of extensively qualified and licensed civil engineers and technical staff with necessary geotechnical, permitting, surveying, and design expertise in water, wastewater, and recycled water pipeline project design.

Staff will coordinate Zoom panel interviews during the week of May 29th with key staff from each of the qualified firms and recommends that the Resources & Infrastructure Committee appoint one committee member to participate with staff in these panel interviews and the selection process.

After the interview process, staff will bring their recommendation to the R&I and Finance Committees in their June meetings and to the Board for approval in the first meeting in July.

Attachment: Design & Engineering Services for the Water and Wastewater Pipeline Replacement Project Request for Proposal (RFP)

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:
KAREN DEAN, President
TOM GRAY, Vice President
HARRY FARMER, Director
DEBRA SCOTT, Director
MICHAEL THOMAS, Director

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Design & Engineering Services for the Water and Wastewater Pipeline Replacement Project

https://www.cambriacsd.org/design-engineering-services-for-the-water-and-wastewater-pipeline-replacement-project

Proposal Deadline Extended to April 25th, 2023 at 5:00 pm

The District is currently seeking proposals from qualified engineering consulting firms for design and environmental services required for this project.

The District has currently budgeted for two (2) identified sections of pipeline requiring replacement and the intent of this proposal is to provide engineering services related to the two (2) budgeted replacements of water and wastewater pipeline.

The proposed two (2) pipeline replacement sections identified within this Request for Proposal (RFP) will be designed in an effort to minimize the current attention demanded of the District's Staff.

The District will select a qualified firm for professional engineering services for preliminary and final design including contract documents for the pipeline replacement sections identified under the Scope of Work.

Services shall include:

- Project Management
- Data Gathering
- System Hydraulic Evaluation
- Facilities Site Analysis
- Feasibility Refinement
- Preliminary Design

- Preparation of Contract Documents
- Preparation of Construction Cost Estimate
- Investigations
- Survey
- Geotechnical
- CEQA Compliance and Permit Acquisition
- Services During Bidding
- Services During Construction
- Project Close-out Service

The consultant is encouraged to expand the scope to include optional tasks if deemed necessary for completion of the project. The above are specific tasks to be included in the proposed scope of work as a minimum.

1977 California State Parks Easement

The full request package can be accessed below:

2023 03 16 RFP_Pipeline Replacement_CCSD (Final).pdfBid Document 11/12-2023-02 Addendum 1Bid Document 11/12-2023-02 Adenddum 2Bid Document 11/12-2023-02 Addendum 3Bid Document 11/12-2023-02 Addendum 4

Statement of Qualifications shall include the following:

1. QUALIFICATIONS AND EXPERIENCE (FIRM AND PERSONNEL)

A description of the company's expertise related to services requested and a full discussion of the company's recent experience directly related to designing water pipeline replacements. Provide resumes of key people that address experience and qualifications, educational background, and skills.

2. AVAILABILITY

Briefly describe your firm's and personnel's ability to meet the District's needs in a consistent and timely manner.

3. REFERENCES

List three (3) former municipal (preferred) or private clients for whom comparable services have been performed within the last five (5) years. Include the name, mailing address, telephone number, and email address of each client's principal representative.

Proposal Requirements:

1. COVER LETTER

2. EXECUTIVE SUMMARY

3. GENERAL REQUIREMENTS

- An understanding of the project and approach to accomplish the work in a timely and acceptable manner.
- A detailed description of the services to be provided based on the consultant's understanding of the project scope; include a list of anticipated drawings.
- A detailed work schedule for all work and time frame for items of work.
- A project organization and staffing chart.
- Identification of the individual who will have overall responsibility for the project and who shall be a Registered Hydrogeologist or Civil Engineer in the State of California.
- A resume of the key staff who will be working on this project, including specific experience on similar projects.
- The proposal shall have a page limit of 20 pages including appendices, tabs, and cover.
- A not-to-exceed fee based on the services outlined in the Scope of Work.

Submittal Procedures and Deadline:

Updated 4/13/2023

The deadline to submit a Written Letter of Intent is April 4th, 2023 (email acceptable)

The deadline to submit a Statement of Qualifications & Proposals is April 25th, 2023 at 5:00 pm.

Responses to this Request for Proposal (RFP) will be accepted in electronic format only. Proposals shall be delivered by electronic mail to engineering@cambriacsd.org with a subject line that includes the project number listed above. Electronic copies shall be searchable PDF format and may be delivered as a zipped file or via VPN.

Any questions as to the meaning of the scope of work and/or technical specifications or other pre-proposal documents must be submitted electronically and shall be directed to the Project Manager Ray Dienzo at rdienzo@cambriacsd.org.

Anticipated Schedule:

Release of RFP	3/16/2023
Deadline for Written Questions and Letter of Intent	4/4/2023
Response to Written Questions	4/7/2023
Proposal Due Date	4/25/2023
Proposal Review	4/28/2023
Firm Interviews (if applicable)	Week of 5/1/2023
Firm Recommendation	5/12/2023
Contract Approval and Start Date	TBD