

**SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT**

Post Office Box 339, Oceano, California 93475-0339
1600 Aloha, Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.us

**AGENDA
BOARD OF DIRECTORS' MEETING
Oceano Community Services District,
1655 Front Street,
Oceano, California 93445**

Wednesday, July 1, 2026, at 6:00 p.m.

Board Members

Caren Ray Russom, Chair
Kassi Dee, Vice Chair
Linda Austin, Director

Agencies

City of Arroyo Grande
City of Grover Beach
Oceano Community Services District

Alternate Board Members

Clint Weirick, Director
Shirly Gibson, Director
Jim Guthrie, Director

City of Grover Beach
Oceano Community Services District
City of Arroyo Grande

-
- 1. CALL TO ORDER AND ROLL CALL**
 - 2. PLEDGE OF ALLEGIANCE**
 - 3. AGENDA REVIEW**
 - 4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA**

This public comment period is an invitation to members of the community to present comments, thoughts or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters which are within the jurisdiction of the District. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or presiding Board Member may:

- Direct Staff to assist or coordinate with you.
- Direct Staff to place your issue or matter on a future Board meeting agenda.

Please adhere to the following procedures when addressing the Board:

- Comments should be limited to three (3) minutes or less.
- Your comments should be directed to the Board as a whole and not directed to individual Board members.
- Slanderous, profane or personal remarks against any Board Member, Staff or member of the audience shall not be permitted

Any writing or document pertaining to an open-session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the offices of the Oceano CSD, a member agency located at 1655 Front Street, Oceano, California. Consistent with the Americans with Disabilities Act (ADA) and California

Government Code §54954.2, requests for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires modification or accommodation in order to participate at the above referenced public meeting by contacting the District Administrator or Bookkeeper/Secretary at (805) 481-6903. So that the District may address your request in a timely manner, please contact the District two business days in advance of the meeting.

5. CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. Each item is recommended for approval unless noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member may request that any item be withdrawn from the Consent Agenda to permit discussion or to change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

5A. Approval of Warrants

5B. Approval of Meeting Minutes of May 6, 2026

5C. Approve Resolution No. 2026-471 for Collecting Fiscal Year 2026-27 District Annual Wastewater Treatment Charges from the Community of Oceano Through the County Property Tax Roll

6. ACTION ITEMS:

6A. RECOMMENDATION OF AWARD FOR WWTP CONDITION ASSESSMENT SERVICES CONTRACT WITH CAROLLO ENGINEERS, INC.

1. Authorize the District Administrator to execute a contract for engineering services for the Wastewater Treatment Plant Condition Assessment Project with Carollo Engineers, Inc. in the amount of \$609,328, which includes an optional task that would not be performed without authorization from the District Administrator, and;
2. Authorize the District Administrator to review and approve changes to the contract for up to 9.99% of the initial amount, or \$60,672, for a total potential amount of \$670,000.

6B. PUBLIC HEARING AND ADOPTION OF RESOLUTION NO. 2026-470 APPROVING THE BUDGET FOR FISCAL YEAR 2026/27

Recommendation:

1. **Open the Public Hearing** to receive input on the proposed Fiscal Year 2026/27 Budget.
2. **Receive and consider public testimony** regarding the proposed budget.
3. **Close the Public Hearing** following the conclusion of public comment.
4. **Incorporate any Board-directed revisions** into the final budget document.
5. **Adopt Resolution No. 2026-470**, thereby approving the District Budget for Fiscal Year 2026/27.

6C. ADOPTION OF A RESOLUTION GRANTING COST OF LIVING ADJUSTMENTS AND MODIFICATIONS (COLA) TO BENEFITS FOR NON-REPRESENTED EMPLOYEES

Recommendation: Adopt Resolution No. 2026-472, granting Cost of Living Adjustments (COLA) and Modifications to Benefits for Non-Represented Full-time Employees, Exhibit "A".

6D. ADOPTION OF A RESOLUTION APPROVING A PUBLICLY AVAILABLE PAY SCHEDULE, AS REQUIRED BY CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) REGULATIONS, EXHIBIT "A"

Recommendation: Adopt Resolution No. 2026-473 Adopting a Publicly Available Pay Schedule for Fiscal Year 2026/2027 in accordance with California Public Employees Retirement System (CalPERS) regulations, Exhibit "A".

6E. DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT

Recommendation: Receive and File

7. BOARD MEMBER COMMUNICATIONS

8. ADJOURNMENT

The next regularly scheduled Board Meeting is
August 5, 2026, 6:00 pm at the
Oceano Community Services District,
1655 Front St, Oceano CA 93445

WARRANT REGISTER
7/1/2026
FISCAL YEAR 2025/2026

VENDOR	BUDGET LINE ITEM	DETAIL	WARRANT NO.	ACCT	ACCT BRKDN	TOTAL
AIRGAS USA	EQUIPMENT MAINTENANCE	9172186536	060826-9339	8030	936.61	936.61
ALLIED ADMINISTRATORS	EMPLOYEE DENTAL	JULY 2026	9340	6025	1,153.21	1,153.21
AMERICAN BUSINESS MACHINES	ADMIN BUILDING	05/21/26-06/20/26	9341	8045	110.35	110.35
AQUATIC BIOASSAY	OCEAN OUTFALL	SLO0526.0303	9342	7015	5,730.00	5,730.00
AUTOSYS, LLC	SCADA	INV-0486; INV-0487	9343	7051	17,822.50	17,822.50
BRENNTAG	PLANT CHEMICALS	BPI604241	9344	8050	13,443.36	13,443.36
CHARTER COMMUNICATIONS	COMPUTER SUPPORT	05/29/26-06/28/26	9345	7013	334.38	334.38
COLD CANYON LANDFIL	RUBBISH	4678D100	9346	7093	488.75	488.75
CULLIGAN WATER	RENTAL EQUIPMENT	MAY 2026	9347	7032	60.00	60.00
D&H WATER SYSTEMS	STRUCTURE MAINTENANCE	I2026-0921	9348	26-8065	26,769.48	26,769.48
EVERYWHERE RIGHT NOW	COMPUTER SUPPORT	JUNE 2026	9349	7082	100.00	100.00
FEDEX	CHEMICAL ANALYSIS	MULTIPLE	9350	7078	161.93	161.93
FGL ENVIRONMENTAL	CHEMICAL ANALYSIS	681182A	9351	7078	6,610.00	6,610.00
GRAINGER	EQUIPMENT MAINTENANCE	MULTIPLE	9352	8030	1,709.92	1,709.92
GSOLUTIONZ	COMMUNICATIONS	JUNE AND JULY	9353	7013	475.71	475.71
HAAKER EQUIPMENT	EQUIPMENT MAINTENANCE	INV30488	9354	8030	1,507.10	1,507.10
IDEXX DISTRIBUTION INC	LAB SUPPLIES	3201624094	9355	8040	1,794.46	1,794.46
II SUPPLY	SAFETY	MULTIPLE	9356	8056	1,156.84	1,156.84
JB DEWAR	FUEL	471447; 437798	9357	8020	473.55	473.55
LINDE GAS	EQUIPMENT RENTAL	56826307	9358	7032	54.15	54.15
MCMASTER CARR	EQUIPMENT MAINTENANCE	MULTIPLE	9359	8030	572.99	572.99
MINERS	EQUIPMENT MAINTENANCE	MAY 2026	9360	8030	1,346.39	1,346.39
OILFIELD ENVIRONMENTAL	CHEMICAL ANALYSIS	MAY 2026	9361	7078	7,936.82	7,936.82
PRIMO BRANDS	ADMIN BUILDING	04/25/26-05/24/26	9362	8045	210.34	210.34
RA BATCHELOR CO	EQUIPMENT MAINTENANCE	13550	9363	8030	1,700.00	1,700.00
RAIN FOR RENT	RENTAL EQUIPMENT	2273102	9364	7032	754.00	754.00
SAFETY KLEEN	EQUIPMENT MAINTENANCE	10022770	9365	8030	242.50	242.50
SECURTIAS TECHNOLOGY	ALARMS	6500031994	9366	7014	88.31	88.31
SO CAL GAS	UTILITY GAS	04/30/26-06/02/26	9367	7092	5,055.98	5,055.98
SO CO SANITARY	RUBBISH	JUNE 2026	9368	7093	424.85	424.85
SSLOCSO	EMPLOYEE BENEFITS	MAY 2026	9369		137,399.70	137,399.70
SWRCB	OPERATOR CERTS	VARGAS	9370	7055	274.00	274.00
T-MOBILE	CELL PHONE	04/16/26-05/15/26	9371	7014	61.76	61.76
USA BLUEBOOK	EQUIPMENT MAINTENANCE	INV01054100	9372	8030	567.29	567.29
VESTIS	EMPLOYEE UNIFORMS	05/18; 05/25; 06/01	9373	7025	1,822.29	1,822.29
VWR INTERNATIONAL	LAB SUPPLIES	2026-427; 429	9374	8040	506.66	506.66
AIRGAS USA	EQUIPMENT MAINTENANCE	9172595578	062526-9375	8030	503.52	503.52
AMERICAN BUSINESS MACHINES	OFFICE SUPPLIES	06/21/26-07/20/26	9376	8045	110.35	110.35
ARDURRA		3267	9377	7077	4,617.50	5,874.00
		3266		26-8065	1,256.50	
AT&T MOBILITY	CELL PHONE	05/03/26-06/02/26	9378	7013	81.48	81.48
AUTOSYS, LLC	SCADA	INV-0497	9379	7051	1,130.89	1,130.89
BRENNTAG	PLANT CHEMICALS	BPI608773	9380	8050	10,209.18	10,209.18
CAREN RAY RUSSOM	BOARD SERVICE	JUNE 2026	9381	7075	100.00	100.00
CHRIS RIGONI	BOOT ALLOWANCE	FY 26/27	9382	7025	275.00	275.00
COASTAL JANITORIAL	STRUCTURE MAINTENANCE	JUNE 2026	9383	8060	813.75	813.75
COASTAL ROLLOFF	RUBBISH	MAY 2026	9384	7093	2,084.52	2,084.52
COLUMBIA BANK	CREDIT CARD	MAY 2026	9385		9,130.18	9,130.18
ENGEL & GRAY	BIOSOLIDS	MAY 2026	9386	7085	11,367.30	11,367.30
EVERARDO VARGAS	BOOT ALLOWANCE	FY 26/27	9387	7025	275.00	275.00
FEDEX	OFFICE SUPPLIES	MULTIPLE	9388	7078	137.90	137.90
GALINA DESHEVA BARAJAS	BOOT ALLOWANCE	FY 26/27	9389	7025	275.00	275.00
GRAINGER	EQUIPMENT MAINTENANCE	9952298926	9390	8030	128.16	128.16
GSOLUTIONZ	COMMUNICATIONS	JULY 2026	9391	7013	370.08	370.08
II SUPPLY	EQUIPMENT MAINTENANCE	112482; 112483	9392	8030	364.26	364.26
JB DEWAR	FUEL	475633	9393	8020	436.16	436.16
JERMONE MYCHAL JONES	BOOT ALLOWANCE	FY 26/27	9394	7025	275.00	275.00
JUSTIN MUSICK	BOOT ALLOWANCE	FY 26/27	9395	7025	275.00	275.00
KASSANDRA DEE	BOARD SERVICE	JUNE 2026	9396	7075	100.00	100.00
MARIO DE LEON	BOOT ALLOWANCE	FY 26/27	9397	7025	275.00	275.00
MCMASTER CARR	EQUIPMENT MAINTENANCE	MULTIPLE	9398	8030	557.81	557.81
MICHAEL ARIAS	BOOT ALLOWANCE	FY 26/27	9399	7025	275.00	275.00
OCSO	WATER	03/18/26-05/18/26	9400	7094	983.57	983.57
PG&E	ELECTRICITY	05/08/26-06/07/26	9401	7091	36,670.16	36,670.16
POLYDYNE	PLANT CHEMICALS	2036069	9402	8050	13,288.63	13,288.63
RINCON	COASTAL HAZARDS MONITORING	74860	9403	7020	12,606.50	12,606.50
ROYAL INDUSTRIAL SOLUTIONS	MAINTENANCE AGREEMENTS	7842-1026210	9404	7051	1,500.00	1,500.00
SAFETY KLEEN	CHEMICAL ANALYSIS	99887627	9405	7078	345.70	345.70
SANTA MARIA FAMCON	EQUIPMENT MAINTENANCE	S100180007.001	9406	8030	1,179.75	1,179.75
SHIRLEY GIBSON	BOARD SERVICE	JUNE 2026	9407	7075	100.00	100.00
USA BLUEBOOK	EQUIPMENT MAINTENANCE	INV01072384	9408	8030	866.90	866.90
VESTIS	EMPLOYEE UNIFORMS	06/08/26; 06/15/26	9409	7025	1,225.71	1,225.71
VWR INTERNATIONAL	LAB SUPPLIES	8821823899	9410	8040	386.64	386.64
WILLIAM ROMHILD	BOOT ALLOWANCE	FY 26/27	9411	7025	275.00	275.00
SUB TOTAL					354,709.28	354,709.28
GRAND TOTAL						

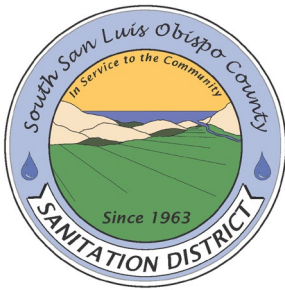
We hereby certify that the demands numbered serially from 060826-9339 to 062526-9411 together with the supporting evidence have been examined, and that they comply with the requirements of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT. The demands are hereby approved by motion of the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, together with warrants authorizing and ordering the issuance of checks numbered identically with the particular demands and warrants.

BOARD OF DIRECTORS:

DATE:

Chairman

Secretary



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SUMMARY ACTION MINUTES Meeting of Wednesday, June 3, 2026

1. CALL TO ORDER AND ROLL CALL

Chair Caren Ray Russom called the meeting to order and recognized a quorum.

Present: Caren Ray Russom, Chair, City of Arroyo Grande
Kassi Dee, Vice Chair, City of Grover Beach
Shirley Gibson, Director, Oceano Community Services District

District Staff: Jeremy Ghent, District Administrator
Mychal Jones, Plant Superintendent
Wendy Stockton, District Legal Counsel
Amy Simpson, District Business & Accounting Analyst

2. PLEDGE OF ALLEGIANCE

3. AGENDA REVIEW

Action: Approved as presented.

4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

Charles Varni provided comments on an opportunity for project funding available through the coastal conservancy.

5. CONSENT AGENDA:

- 5A. Approval of Warrants
- 5B. Approval of Meeting Minutes of April 1, 2026
- 5C. Request Approval to Purchase a Forklift Mr. Jackman Mk II
- 5D. Request Approval to Purchase Reclaim Water Filtration System

There was no public comment.

Motion: Director Kassi Dee motioned to approve the Consent Agenda as presented.

Second: Director Gibson

Action: Approved unanimously by roll call vote.

6. ACTION ITEMS:

6A. PUBLIC HEARING TO CONSIDER ENTERING INTO ENERGY SERVICE CONTRACT PURSUANT TO GC 4217

District Administrator Ghent presented this item.

There was no public comment.

Motion: Director Kassi Dee motioned to continue to July 1, 2026.

Second: Director Gibson

Action: Approved unanimously by voice vote.

6B. 2026/27 FISCAL YEAR BUDGET; SET PUBLIC HEARING FOR JULY 1, 2026

District Administrator Jeremy Ghent introduced the 2026/27 Fiscal Year Budget. He clarified that the location of the Public Hearing is in Oceano at the Community Services District.

Business and Accounting Analyst Amy Simpson provided a PowerPoint presentation on the 2026/27 Fiscal Year Budget.

There was no public comment.

The Board provided positive comments and requested that a correction be made to the Consolidated Budget.

Motion: Director Kassi Dee motioned to set a Noticed Public Hearing for July 1, 2026.

Second: Director Gibson

Action: Approved unanimously by roll call vote.

6C. REQUEST APPROVAL TO PURCHASE FLOW AND LEVEL MONITORING EQUIPMENT

Plant Superintendent Mychal Jones presented this item.

There was no public comment

Motion: Director Gibson motioned to approve and authorize the District Administrator to purchase new flow and level monitoring equipment in the amount of \$31,746.

Second: Director Kassi Dee

Action: Approved unanimously by roll call vote.

6D. DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT

Superintendent Mychal Jones presented the Plant Operations report. There were no violations of the District's National Pollutant Discharge Elimination System (NPDES) Permit during the April to May 2026, reporting period. All regulatory required analyses were within Permit limitations.

District Administrator Jeremy Ghent presented the Administrator Report.

There was no public comment.

The Board members expressed appreciation to staff for including photographs in the reports and commended staff for maintaining a record on no violations

Action: The Board received and filed this report.

7. BOARD MEMBER COMMUNICATIONS

None.

8. ADJOURNMENT:

6:41 p.m.

THESE MINUTES ARE DRAFT AND NOT OFFICIAL UNTIL APPROVED BY THE BOARD OF DIRECTORS AT A SUBSEQUENT MEETING.



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Staff Report

Date: July 1, 2026
To: Board of Directors
From: Jeremy Ghent, District Administrator

Subject: APPROVE RESOLUTION NO. 2026-471 FOR COLLECTING FISCAL YEAR 2026-27 DISTRICT ANNUAL WASTEWATER TREATMENT CHARGES FROM THE COMMUNITY OF OCEANO THROUGH THE COUNTY PROPERTY TAX ROLL

RECOMMENDATION:

That the Board approve Resolution No. 2026-471 authorizing the transmittal of the report to the County to collect District wastewater treatment charges from the OCSD service area for Fiscal Year 2026-27 on the County Property Tax Roll.

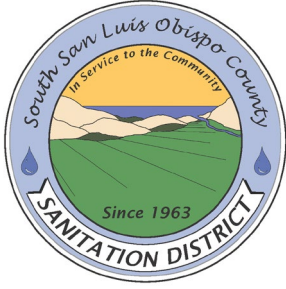
BACKGROUND AND DISCUSSION:

At the June 1, 2016, meeting, the Board adopted Resolution No. 2016-347 directing staff to work with the County to collect current and delinquent wastewater treatment charges from the community of Oceano via the annual property tax bills versus direct billing by the District. The District now receives its wastewater treatment charges from Oceano via collections made by the County on the property tax rolls.

In preparation for this item, NBS (District's billing consultant), prepared the required report (Attachment 1) that identifies each parcel of real property by address and Assessor's Parcel Number (APN) and associated charges for wastewater treatment and facilities for said parcel for Fiscal Year 2026-27. The charges conform to the rate structure established by Ordinance No. 2025-01 adopted by the Board on July 16, 2025.

A copy of the Report is available at the District office and District website for public inspection.

Attachment 1: (By Reference Only) SSLOCSD Wastewater Treatment Service Charges Fiscal Year 2026-27 Annual Report and Wastewater Treatment Service Charges Fiscal Year 2026-27 Levy Roll



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Staff Report

To: Board of Directors
From: Jeremy Ghent, District Administrator
Via: Mychal Jones, Plant Superintendent
Date: July 1, 2026

Subject: RECOMMENDATION OF AWARD FOR WWTP CONDITION ASSESSMENT SERVICES CONTRACT WITH CAROLLO ENGINEERS, INC.

RECOMMENDATION:

1. Authorize the District Administrator to execute a contract for engineering services for the Wastewater Treatment Plant Condition Assessment Project with Carollo Engineers, Inc. in the amount of \$609,328, which includes an optional task that would not be performed without authorization from the District Administrator, and;
2. Authorize the District Administrator to review and approve changes to the contract for up to 9.99% of the initial amount, or \$60,672, for a total potential amount of \$670,000.

BACKGROUND AND DISCUSSION:

In 2025, the District completed the WWTP Redundancy Project, adding a fully redundant secondary treatment train to improve operational reliability, address water quality concerns, and incorporate flood protection measures. While this investment strengthened near-term resiliency and operational flexibility, it also required a Coastal Development Permit issued by the California Coastal Commission, which identified long-term expansion of wastewater infrastructure at the current site as inconsistent with Coastal Act policies related to coastal hazards. As a result, the CDP establishes a regulatory context in which continued long-term investment at the existing location must be carefully evaluated alongside the potential for eventual relocation.

To support this effort and to develop a comprehensive WWTP capital improvements plan, the District is initiating comprehensive long-term planning to better understand the condition, performance, and remaining useful life of existing WWTP facilities. A condition assessment will identify structural, mechanical, electrical, and process deficiencies, and quantify the capital investments required over the short, medium, and long term to maintain reliable operations.

This information will provide a clear basis for balancing continued investment at the existing site with longer-term alternatives, including potential relocation, and will support informed, strategic decision-making to ensure reliable wastewater service while addressing regulatory, environmental, and infrastructure constraints.

Ardurra (formerly MKN and Associates) is acting as Project Manager for the District, leading procurement of the consulting team and supporting the District with project management services throughout the Project.

On April 6, 2026, the District issued a request for proposals (RFP) for professional engineering services for the WWTP Condition Assessment Project. On May 20, the District received one proposal, from Carollo Engineers, Inc. (Carollo). Ardurra and District staff evaluated the proposal against the requirements of the RFP. The proposal was prepared well and documented a highly qualified team and a thoughtful and well-developed project understanding and approach. The proposed scope of work was reviewed in detail to ensure Project objectives would be met. Ardurra and District staff subsequently met with leads from Carollo's team to discuss and refine the project scope, fee, and schedule. The updated proposed scope of services is attached and generally consists of the following services:

- Project Management to maintain performance, schedule and budget; conduct project status meetings; and perform quality control reviews
- Data gathering and review
- Operations staff interviews
- Desktop condition assessment and development of field condition assessment protocol
- Field condition assessment of above grade structures and equipment, including structural, mechanical, electrical, and instrumentation
- In-Depth condition assessment (with subconsultant, V&A) on up to four structures with concrete testing (4 locations each structure) and coatings testing (up to 20 locations and 2 paint samples), and metals testing at up to 20 locations, assessment for up to two days
 - Optional task for additional in-depth condition assessment for up to one day, assuming approximately ½ the scope for the original
- Internal ocean outfall inspection (by subconsultant ASI Group) and report
- Asset management software evaluation and recommendations, including updated asset inventory provided in excel format
- Condition assessment reports, photos and videos where applicable.
- Three workshops with District staff to present 1) preliminary findings, 2) develop risk scoring, and 3) present and discuss the draft Plan
- Draft and Final Plan with condition assessment results, identification of critical facilities and risks, recommendations to address issues identified, planning level costs and schedule for maintenance of the facility through a 20-year planning horizon.

The full scope of work, schedule, and fee are included as exhibits to the draft agreement.

Fiscal Consideration:

Following negotiations of the project scope and fee, the proposed contract amount is \$609,328, which includes an optional task for additional in-depth field condition assessment work. The optional task will only be performed with written authorization from the District Administrator.

A 9.9% contingency of \$60,672 is recommended to provide the District Administrator with the authority to approve additional work during the project, if warranted. The total potential project amount, including contingency, is \$670,000.

The Fiscal Year 2026/27 Budget includes \$570,000 in Fund 26, Account No. 26-8065 (Condition Assessment), and \$100,000 in Fund 19, Account No. 19-7060 (Ocean Outfall Maintenance). Staff recommends using these appropriated funds to support the total potential project cost of \$670,000.

Attachments:

1. Carollo Engineers SSLOCSD WWTP Condition Assessment Proposal
2. Draft Agreement with Carollo Engineers, Inc.



PREPARED FOR
SOUTH SAN LUIS OBISPO COUNTY

Wastewater Treatment Plant Condition Assessment

PROPOSAL / MAY 2026



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**PROJECT APPROACH AND
PROPOSED SCOPE OF WORK**

**ACKNOWLEDGMENT, EXCEPTIONS,
DISQUALIFICATIONS, INSURANCE CERTIFICATION**

APPENDIX

- **RESUMES**

.....
PROPOSED FEE AND RATE SCHEDULE

(Provided in separate pdf)

Cover Letter/ Executive Summary



1401 Fulton Street, Suite 802
Fresno, California 93721
559-436-6616
carollo.com

May 20, 2026

Eileen Shields
South San Luis Obispo County Sanitation District
1600 Aloha Pl
Oceano, CA 93445

CONTACT INFORMATION

Louis Lefebvre
Llefebvre@carollo.com
805-296-5171

**Subject: Proposal for Wastewater Treatment Plant (WWTP)
Condition Assessment**

Dear Committee,

Carollo Engineers, Inc. is pleased to provide this proposal for the Wastewater Treatment Plant (WWTP) Condition Assessment (Project). This cover letter also serves as the executive summary as requested by the request for proposals.

Project Understanding

South SLO County Sanitation District (District) successfully completed the Redundancy Project last year, which was a big step forward in providing reliable wastewater services for your constituents. The addition of redundant processes at the WWTP allows the District to take formerly mission-critical facilities offline and perform proactive rehabilitation and repairs. The project’s objectives include building the data and procedures to assess the condition, criticality and risk of existing assets with the intent to develop a long-term plan for maintaining safe, high-quality operations at the existing site. As a condition of your California Coastal Commission Coastal Development Permit (CDP), a reevaluation of risk is to be performed every 10 years. As the first 10-year evaluation, this project will set the bar for clear, comprehensive and repeatable assessment for the next evaluations. A thorough and systematic approach is critical as it will result in a CIP that establishes needed investments to extend useful life at the current location as compared to relocation.

Project Team and Experience

Our project team addresses your project needs by providing local leadership paired with national expertise. Louis Lefebvre, our project manager, lives and works in SLO County and provides both engineering and operations perspectives to his projects as a Grade 2 operator with over 14 years of engineering, condition and design experience. Michelle Eckard, our project engineer, specializes in condition assessment and asset management having assessed dozens of facilities in California. Our broader team members include national experts Felicia James (asset management) and Rachel Duncan (risk/resiliency) along with a full suite of disciplines (structural, electrical, instrumentation/controls, process and mechanical) to provide a thorough assessment of your facilities. Our team also includes ASI Group and Underwater Resources, Inc. for detailed outfall investigations through internal CCTV (included in base scope) and external diving (optional), respectively. The outcome of the detailed assessment team is only as good as the cost estimation of the required improvements. Carollo’s cost estimating expert Jason Rozgony (a former contractor) will provide input and oversight to develop costs that are reflective of today’s environment and your specific location. Together these team members bring decades of relevant experience doing projects just like this.

Project Approach

Our overall approach is to work with the District to develop a defensible, thorough, and repeatable assessment to satisfy the requirements of your CDP. This requires comprehensive data and records review, establishing a clear protocol and process for assessment and risk analysis including risk and consequence of failure. This step lays the foundation for how you will establish priorities for investments at the existing site. Essential to the CDP requirement is the comparison of on-site investment to relocation of the WWTP. For that comparison, we will reassess the cost of relocation to be reflective of current construction costs in the industry. Finally, using all the pieces evaluated above, we will work collaboratively with the District to establish an actionable and prioritized plan through 2050 for near- and long-term capital improvement projects at the existing WWTP that include detailed scheduling and cost estimates. This will provide a cash flow that can be used for future rate increases as needed.

Our team is excited to work with the District on this important project and we look forward to answering any questions you may have on this proposal.

Sincerely,

CAROLLO ENGINEERS, INC.

Lydia Holmes
Lydia Holmes, PE
Principal-in-Charge

L. Lefebvre
Louis Lefebvre, PE
Project Manager

Experience and References

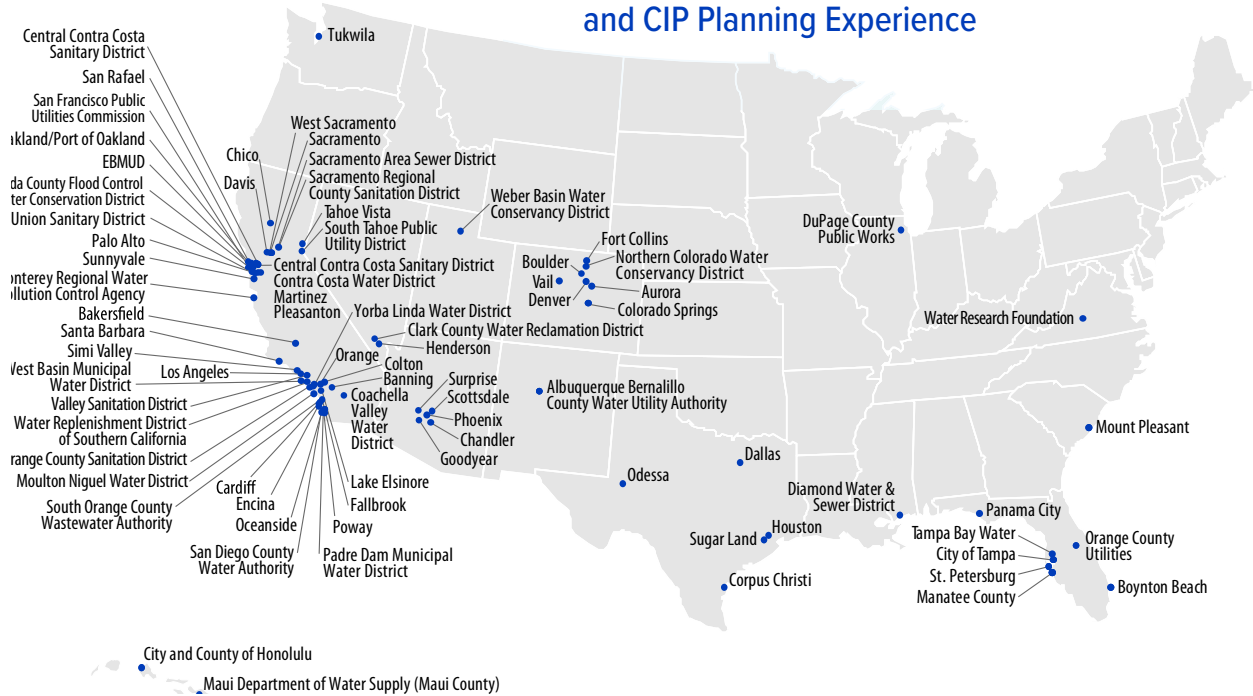
Experience and References

Carollo is a leader in the development of award-winning, comprehensive condition assessments, asset management, and reliability and risk assessments for clients throughout the United States.

In the past 10 years, we have provided asset management and planning services for more than 75 municipal clients, addressing a wide variety of water and wastewater issues.

These projects have involved strategic planning, visioning, program development, facility condition assessments, R&R decision-making, applied decision analyses, coordination of stakeholders, gap analyses, funding strategies and schedules, CIP development, planning and optimization of O&M activities, and financial analyses.

Carollo's National Asset Management and CIP Planning Experience



Our integrated team builds on local experience and draws on Carollo's national expertise to drive a tailored and value-oriented asset management approach resulting in a successful assessment plan and schedule report.

SIMILAR ASSIGNMENTS

Carollo offers extensive experience in wastewater system assessment and master planning for this project. The experience matrix below highlights the breadth of our work including system-wide master planning, operational assessments, and implementation of critical improvements. The project descriptions below the matrix highlight several of our relevant projects.

Client and Project	Outfall Assessment	Condition Assessment – Above Ground	Vulnerability/Safety	CIP/ AM Plan/Master Plan	CMMS Evaluation	Pipeline Assessment
City of Morro Bay, CA – Outfall Management Plan	✓					
Ventura County, CA – Moorpark Water Reclamation Facility and Sewer Collection System Assessment and Master Plan (2012 and 2026)		✓	✓	✓		✓
City of Palo Alto, CA – Long Range Facilities Plan Update	✓	✓	✓	✓		✓
El Dorado Irrigation District, CA –WWTP CA		✓		✓		
City of Chico, CA – Water Pollution Control Plant (WPCP) Facilities Plan		✓		✓		
EBMUD, CA – Remote Wet Weather Facilities Improvements	✓	✓				
City of Santa Paula, CA – Asset Management Framework					✓	
Fairfield - Suisun Sewer District, CA – Collection System AMP, WWTP Design		✓		✓		✓
Central Contra Costa County Sanitation District, CA – Asset Management Program and Master Plans		✓	✓	✓		
City of Ventura, CA – Wastewater Master Plan		✓	✓	✓		✓
City of Santa Maria, CA – Wastewater Master Plan		✓		✓		
County of Maui, HI – Hydraulic Model and Asset Management		✓			✓	
City of Solvang, CA – WWTP Improvements		✓		✓		
Simi Valley, CA – Condition Assessment, Rate Study and WWTP		✓		✓		
Fresno, CA – North Fresno WWTP Evaluation		✓	✓			
Vallejo Flood and Wastewater District, CA – Collection System MP, Rate Study, WWTP Improvements		✓	✓	✓		
Olivenhain MWD, CA – Condition assessment and Improvements		✓	✓	✓		
Sonoma Water, CA – Asset Management, RRA, Master Plans, Design		✓	✓	✓	✓	✓
City of Woodland, CA – WWTP Master Plan and Design		✓	✓	✓		
Orange County, CA – Sanitation District Ocean Outfall Investigation and Repair	✓					
City of San Mateo, CA – WWTP Master Plan	✓	✓	✓	✓		✓
SFPUC, CA – Wastewater Master Plans	✓	✓	✓	✓		
Honolulu, HI – Wastewater Treatment Plant Disinfection Project	✓	✓	✓	✓		
Sand Island, HI – Wastewater Treatment Plant Facilities Plan	✓	✓	✓	✓		

Outfall Management Plan City of Morro Bay

Carollo provided a full suite of program management for the City of Morro Bay's Water Reclamation Facility Program leading to the construction of their Water Resources Center (WRC). The \$179 million project included construction of a new 1.9-mgd membrane bioreactor facility (8.14 mgd total plant capacity), improvements to the wastewater collection system, recycled water pipelines and injection wells for indirect potable reuse through groundwater augmentation. As a part of the program management services, Carollo served as the permitting lead for the Water Resources Center and facilitated the NPDES permit acquisition process for the new WRC and conformance with the California Coastal Commission's special provisions included in the City's Coastal Development Permit (CDP). The CDP required an outfall assessment plan which also included a physical inspection of the City's ocean outfall diffuser and evaluation of internal CCTV inspection of the outfall pipeline. Carollo identified improvements to both the City's outfall diffuser, pipeline, and other on-land appurtenances associated with the system which are needed to maintain the physical integrity of the infrastructure and meet CDP and NPDES requirements.



REFERENCE

Damaris Hanson
805-772-6265
dhanson@morrobayca.gov

RELEVANCE TO THE DISTRICT

- Condition Assessment
- Ocean Outfall
- CIP Planning

Moorpark Water Reclamation Facility and Sewer Collection System Assessment and Master Plan Ventura County Public Works Agency

Carollo was selected to assess the Moorpark wastewater system and develop a facility plan. Efforts include condition assessments of the WWTP and pump stations; operational and staffing evaluations; vulnerability and capacity analyses of the WWTP and collection system; and identification of key issues and CIP needs. A comprehensive evaluation of wastewater treatment performance, including a sampling plan to characterize water quality, is also being conducted. Given past regulatory compliance issues, recommendations will include updates to standard operating procedures, such as evaluation frequency (e.g., CCTV inspections of the collection system), data storage and reporting practices, and maintenance schedules.



REFERENCE

Jesus Banuelos
805-378-3054
jesus.banuelos@venturacounty.gov

RELEVANCE TO THE DISTRICT

- Condition Assessment
- CIP Planning
- Regulatory

2012 and 2026 Long Range Facilities Plans City of Palo Alto

The City of Palo Alto engaged Carollo to update its Long-Range Facilities Plan (LRFP) for the Regional Water Quality Control Plant (RWQCP). This comprehensive 50-year planning effort outlines the City’s infrastructure needs identified through a desktop and field condition assessments



used to develop a Capital Improvements Program to guide the implementation of short, medium, and long-term projects. The LRFP Update addresses critical decisions such as the location and layout of workspace buildings and the future of biosolids facilities. It also evaluates potential property acquisitions for facility relocation, including 2415-7 Embarcadero Way and the Measure E site. The LRFP Update includes a Sea Level Rise Adaptation Plan that evaluates several options for addressing current and future flooding risk from sea level rise and extreme flooding events.

REFERENCE

Connie Li
650-329-2238
Connie.Li@CityofPaloAlto.org

RELEVANCE TO THE DISTRICT

- Condition Assessment
- Ocean Outfall
- CIP Planning
- Regulatory
- Siting/Relocation
- Sea Level Rise
- Risk/Resiliency

Wastewater Treatment Plants Condition Assessments

El Dorado Irrigation District

Carollo led a multidisciplinary condition assessment and process evaluation for the District’s two largest wastewater treatment plants (WWTP): the El Dorado Hills WWTP and the Deer Creek WWTP. The condition assessment included



comprehensive visual inspections of structural, process mechanical, electrical, instrumentation, and SCADA assets. With support from V&A Consulting Engineers, the team also performed detailed corrosion evaluations, including metal and concrete surface assessments, ultrasonic thickness testing, and coating thickness measurements. The process evaluation included development of a BioWin model for each WWTP to assess current performance and capacity needs as well as alternatives analysis. Findings and recommendations from the condition assessment and process evaluation are used to inform the District’s 20 year capital improvement plan.

REFERENCE

Sifang Shan
530-642-4079
ssh@eid.org

RELEVANCE TO THE DISTRICT

- Condition Assessment
- CIP Planning
- Regulatory

Water Pollution Control Plant (WPCP)
 City of Chico

Our team completed an extensive evaluation of near- and long-term regulatory driven project needs over a 20-year planning horizon for the City of Chico Water Pollution Control Plant (WPCP). Identified needs ranged from nutrient reduction upgrades within the secondary process to pond lining projects for WPCP emergency bypass and storage ponds, with regulatory-driven needs making up approximately 50% of the City’s overall 20-year CIP cost projection. This work, in combination with the identification (and quantification) of condition and capacity needs at the WPCP provided the City with needed justification for sewer rate increases and a prioritized plan for CIP implementation.



REFERENCE

James Carr
 530-894-4301
 james.carr@chicoca.gov

RELEVANCE TO THE DISTRICT

- CIP Planning
- Regulatory

EBMUD Remote Wet Weather Facilities Condition Assessment
 East Bay Municipal Utility District, CA

Carollo conducted field condition assessments and evaluations of East Bay Municipal Utility District’s (EBMUD) three large wet weather facilities. Condition assessment data was collected using CarolloAM, a mobile user interface tool used to streamline data collection during the condition assessment for easy integration into the resulting reports. The condition assessment work included partnering with V&A Consulting Engineers to conduct the corrosion assessment, non-destructive concrete testing, and to inspect a 54-inch outfall pipe crossing and structure. Through the condition assessments, we identified deficiencies for each process area across multiple facilities. Recommendations and cost estimates were prepared for EBMUD. Selected improvements will be included as phased design projects for construction. Carollo will also provide construction support services.



REFERENCE

Raul Ruiz, Sr.
 510-287-1609
 raul.ruiz@ebmud.com

RELEVANCE TO THE DISTRICT

- Condition Assessment
- Outfall Assessment

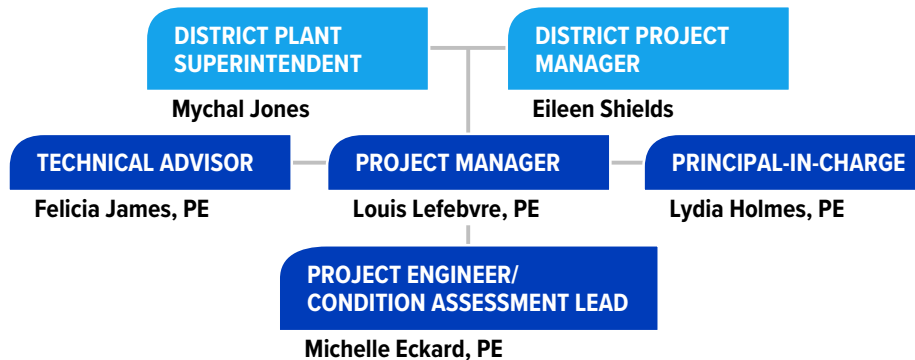
Project Organization and Key Personnel

Project Organization and Key Personnel

The success of this project hinges on integrated technical capabilities, commitment of key project team members, and comprehensive understanding of regulatory constraints.

A LOCAL TEAM WITH THE RIGHT EXPERIENCE

Carollo's team combines deep technical expertise with a strong local presence to deliver comprehensive evaluations of your wastewater infrastructure. The team is composed of experienced engineers and specialists who have completed condition assessments for utilities and municipalities across the region and the nation. Local staff bring direct knowledge of area-specific challenges, regulations, and operational practices, while national experts provide specialized support as needed.



DISCIPLINE LEADS

MECHANICAL/ OPERATIONS SPECIALIST Blaine Stone, PE	STRUCTURAL James Doering, PE, SE	ELECTRICAL Erik Bahneman, PE	INSTRUMENTATION AND CONTROLS Daniel Robinson, PE
SCADA AND PROGRAMMING Elise Moore	COST ESTIMATING Jason Rozgony, PE	COASTAL HAZARDS/ CLIMATE RESILIENCE Rachel Duncan, PE, ENV SP	

SUBCONSULTANTS

IN-DEPTH OCEAN OUTFALL CONDITION ASSESSMENT* Underwater Resources	IN-DEPTH CORROSION ASSESSMENT* V&A	OCEAN OUTFALL CONDITION ASSESSMENT ASI Marine	* Optional
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A minute with your Project Manager...

Our overall team structure is optimized to balance proximity with a local, experienced project manager and a broader support team of experts that can be pulled in at the right time.

Louis Lefebvre, PE

Louis' areas of expertise include water and wastewater treatment, pump stations, and water reuse. While working at Carollo, he has led a range of projects with diverse needs. He has focused on wastewater rehabilitation efforts, and his work often involves coordinating operational continuity. Louis has also managed development of planning and basis of design reports that lay the foundation for subsequent design and construction projects. Louis also brings extensive hands-on operator experience across a wide range of biological treatment processes and facility types, gained before joining Carollo. This experience includes starting and running an MBR O&M division - helping Owner's maintain compliance and successfully operate their facility.

Louis will be your champion in harnessing the resources and staff needed to get this project started quickly and maintain efficient, effective, progress to deliver the District value-oriented deliverables. He will be responsible for the day-to-day management of the project and will bring a drive for exceptional service through his clear and proactive communication style.



“As a SLO County native, I am passionate about championing the infrastructure efforts of our local community. I will leverage our team's expertise and technical capabilities to tailor solutions to fit the unique needs of the District.”

– Louis Lefebvre

VALUE TO THE DISTRICT

- ✓ Licensed WW operator, offering a balanced perspective and unique ability to deliver on O&M needs.
- ✓ Proven track record in delivering projects on time and within budget.
- ✓ Has worked with many of our proposed team members on prior projects.


TEAM MEMBER BIOS

Lydia Holmes, PE / PRINCIPAL-IN-CHARGE / 31 Years of experience

Lydia, a vice president with Carollo Engineers, has built her reputation on delivering strategic master plans by listening to clients' needs and understanding the big picture. Lydia helps clients with: condition assessment, flow and load projections, wastewater plant capacity analyses, and developing alternatives to meet future regulations. In the last several years she has worked on: eight wastewater facility plans for LACSD; a wastewater master plan for the City of Santa Maria; and collection system and wastewater master plans for the City of Ventura and the County of Ventura.


Felicia James, PE / TECHNICAL ADVISOR / 31 Years of experience

Felicia leads Carollo's Asset Management Group, and was as an Asset Strategy Manager with WSSC Water before joining Carollo. She holds the Institute of Asset Management's Diploma with distinction. For the District, Felicia will provide technical guidance on developing comprehensive asset management strategies, focusing on prioritizing capital investments for both the treatment processes and outfall piping.


Michelle Eckard, PE / PROJECT ENGINEER/CONDITION ASSESSMENT LEAD / 11 Years of experience

Michelle specializes in asset management within Carollo's Asset Management Group, with expertise in water and wastewater facility assessments. Her engineering background enhances her understanding of infrastructure assets, producing meaningful results for clients. Working closely with Felicia, Michelle will lead the condition assessment and prioritized R&R development.


Blaine Stone, PE / MECHANICAL/OPERATION SPECIALIST / 14 Years of experience

Blaine is a wastewater operations specialist and holds a valid California Grade V Wastewater Treatment Plant Operator Certification as well as a California Professional Engineer's License. Blaine will bring an operational perspective to the project. He specializes in start-up, commissioning, and troubleshooting of water and wastewater treatment plants.


James Doering, PE / STRUCTURAL / 29 Years of experience

James is a registered structural and civil engineer. He manages structural design and evaluations for large and small projects. He has experience in structural analysis, design, seismic retrofit, rehabilitation, review, and condition assessment for a variety of structures, such as wastewater and water treatment facilities.


Erik Bahneman, PE / ELECTRICAL / 19 Years of experience

Erik has experience in the design of electrical, instrumentation, and control systems for water and wastewater projects, including switchgear, motor controls, instrumentation, and supervisory control and data acquisition (SCADA) systems. His experience includes electrical condition assessments for water and wastewater facilities.


Daniel Robinson, PE / I&C / 27 Years of experience

Daniel's experience includes supervising engineering teams, training new engineers, and developing engineering standards. Along with proficiency in AutoCAD Electric, Excel, Access, and SharePoint, variable frequency drives (VFDs), reduced voltage starter (RVSS), and full-voltage and I&C condition assessment experience to support development of capital projects.



Elise Moore / SCADA AND PROGRAMMING / 20 Years of experience

Elise is a principal programmer in Carollo’s Programming Group with more than 18 years of experience in SCADA programming, automation, instrumentation, control, and communication systems. Her work spans water treatment, wastewater treatment, conveyance, and power generation facilities.



Rachel Duncan, PE, ENV SP / COASTAL HAZARDS/CLIMATE RESILIENCE / 12 Years of experience

Rachel's coastal hazard experience centers on climate change vulnerability assessments and resilience planning for water and wastewater infrastructure, with a focus on sea level rise, storm surge, tsunami inundation, and coastal erosion, primarily for clients in Hawaii and California.



Jason Rozgony, PE / COST ESTIMATING / 31 Years of experience

Jason experience specializing in cost estimating for water and wastewater treatment plants, pump stations, and distribution systems. He manages Carollo’s company-wide cost estimating standards and has extensive experience with Construction Manager at-Risk (CMAR) delivery. Jason completed more than 150 bids for design-build and fixed-price construction projects and prepared hundreds of CMAR Bid Packages and Guaranteed Maximum Price (GMP) proposals.

OUR SUBCONSULTANTS

Our subconsultants are ready to deliver their expertise to this project. We have worked with our listed subconsultant partners on previous projects and will function as a cohesive team to efficiently accomplish your project goal.



IN-DEPTH (EXTERNAL) OCEAN OUTFALL ASSESSMENT (OPTIONAL)

In business since 1982, Underwater Resources, Inc. (URI) is a licensed, insured and bonded commercial diving and marine contractor specializing in: Underwater construction and repairs; Sub-sea structural and condition surveys; Rehabilitation of docks, piers, submerged pipelines, bridges, sanitary outfalls, levees, gate structures, canals, dams and wharves; HDPE Pipeline construction for marine applications; Fabrication and installation of floating security barrier systems; USCG, US NAVY and ABS classification vessel inspections.



IN-DEPTH CORROSION ASSESSMENT (OPTIONAL)

V&A Consulting Engineers, Inc. (V&A) has over 43 years of corrosion engineering experience, including cathodic protection (CP), and specializing in evaluating, rehabilitating, and preserving municipal infrastructure. V&A delivers engineering services for projects involving corrosion engineering, condition assessment, coating system management, civil/environmental engineering, construction engineering and inspection, data science, flow monitoring, odor control, and surveying and mapping.



OCEAN OUTFALL ASSESSMENT

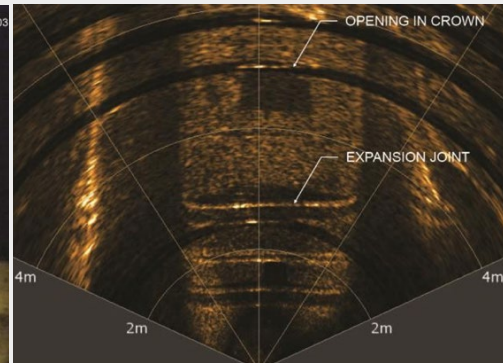
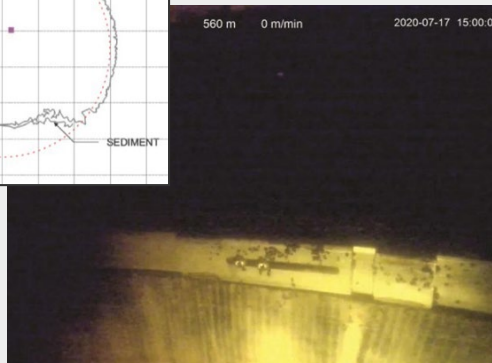
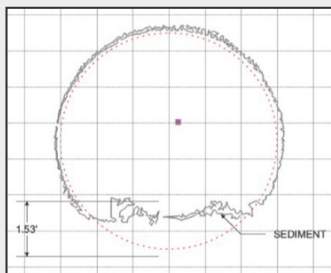
ASI Marine was founded in 1987 by a core group of individuals with backgrounds in marine biology, commercial diving, and marine construction. They are committed to providing industries and governments worldwide with leading-edge underwater services focused on the assessment, maintenance, rehabilitation, and construction of underwater infrastructure and environments. ASI specializes in underwater remotely operated vehicle (ROV) operations, hydrographic surveys, hyperbaric tunneling, and mussel monitoring and control services.

ASI is a highly qualified team that is comprised of a professional surveyor, hydrographers, professional engineers, technicians, and administrative support staff to provide that project objectives are achieved in a timely, safe, and cost-effective manner. Their

professionals are innovators of remote intervention technologies that provide detailed information about what is under the water's surface. They pride themselves on maintaining awareness of commercially available, state-of-the-art underwater intervention technologies and utilizing these technologies to meet specific project objectives. They have qualified personnel to design, build, and employ these proprietary technologies. In addition, their skilled personnel develop custom underwater tooling systems, underwater mock-ups, test equipment, and underwater service procedures. Their dedicated personnel have engaged in many large, complex, and multi-disciplinary engineering, diving, and construction projects for the better part of their careers.

CASE STUDY

Carollo and ASI have worked together to provide underwater inspection services using an ROV at the Orange County Sanitation District ocean outfall in Huntington Beach. The objective of the inspection was to collect visual and sonar imagery data of the outfall interior, as well as use sonar profiling data to create a full three-dimensional (3D) georeferenced point cloud model of the asset. The inspection was completed while the outfall was in use through direct communications with plant operators to vary the outfall flow rates.



SOUTH SAN LUIS OBISPO COUNTY / WWTP CONDITION ASSESSMENT

Project Understanding

Project Understanding

Carollo will deliver a comprehensive R&R plan based on the condition assessment findings, ultimately positioning the District to proactively respond to Coastal Development Permit reevaluation.

The South San Luis Obispo County Sanitation District (District) Wastewater Treatment Plant (WWTP) completed the Redundancy Project in 2025. The Redundancy Project included the construction of a fully redundant secondary treatment train consisting of two aeration basins and a secondary clarifier.

Eleven special conditions were placed upon the Redundancy Project in 2017 by the Coastal Commission (Commission) in granting approval of the Coastal Development Permit (CDP).

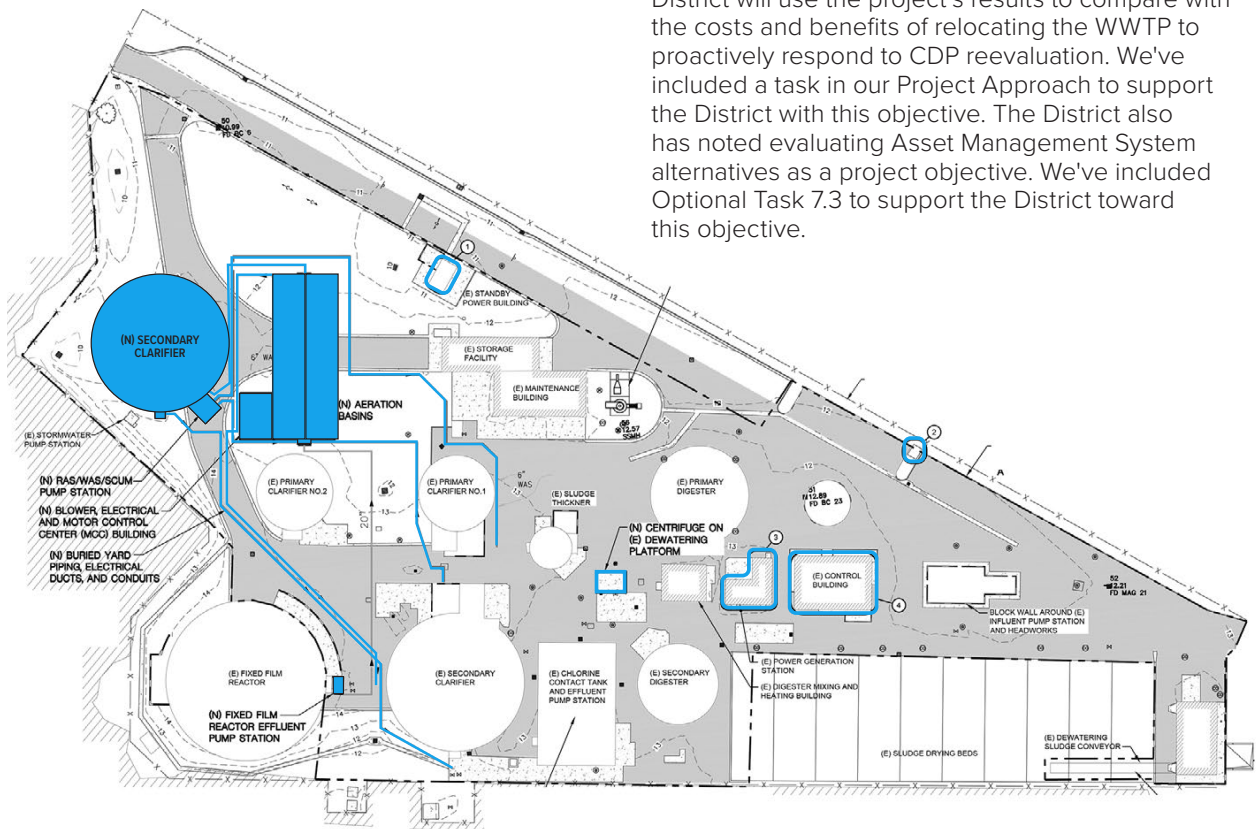
Most critically, Special Condition 2 - Duration of Authorization, requires the District to request a determination from the Commission to evaluate the District's compliance with the CDP. Special Condition 2 requires that the District submit any documentation that **the District or the Commission deems necessary.**

Therefore, the District has elected to conduct **this WWTP Condition Assessment Project (Project), as a significant component** of that documentation.

Further, **Special Condition 2** also states that the District has agreed to remove the approved development (i.e. the Redundancy Project elements) and restore the affected areas to their pre-project condition or better within one year of the CDP expiration date - May 10, 2047, or submit a CDP amendment request to the Commission prior to the expiration date of the CDP.

Removal of the Redundancy elements (shown in blue) removes process redundancy, reduces flood protection, and risks water quality concerns noted in the CDP and the District's NPDES Permit.

The District's primary goal for this project is to use the results from condition assessment of the WWTP to develop a defensible R&R plan for maintaining the facility in excellent condition. Additionally, the District will use the project's results to compare with the costs and benefits of relocating the WWTP to proactively respond to CDP reevaluation. We've included a task in our Project Approach to support the District with this objective. The District also has noted evaluating Asset Management System alternatives as a project objective. We've included Optional Task 7.3 to support the District toward this objective.

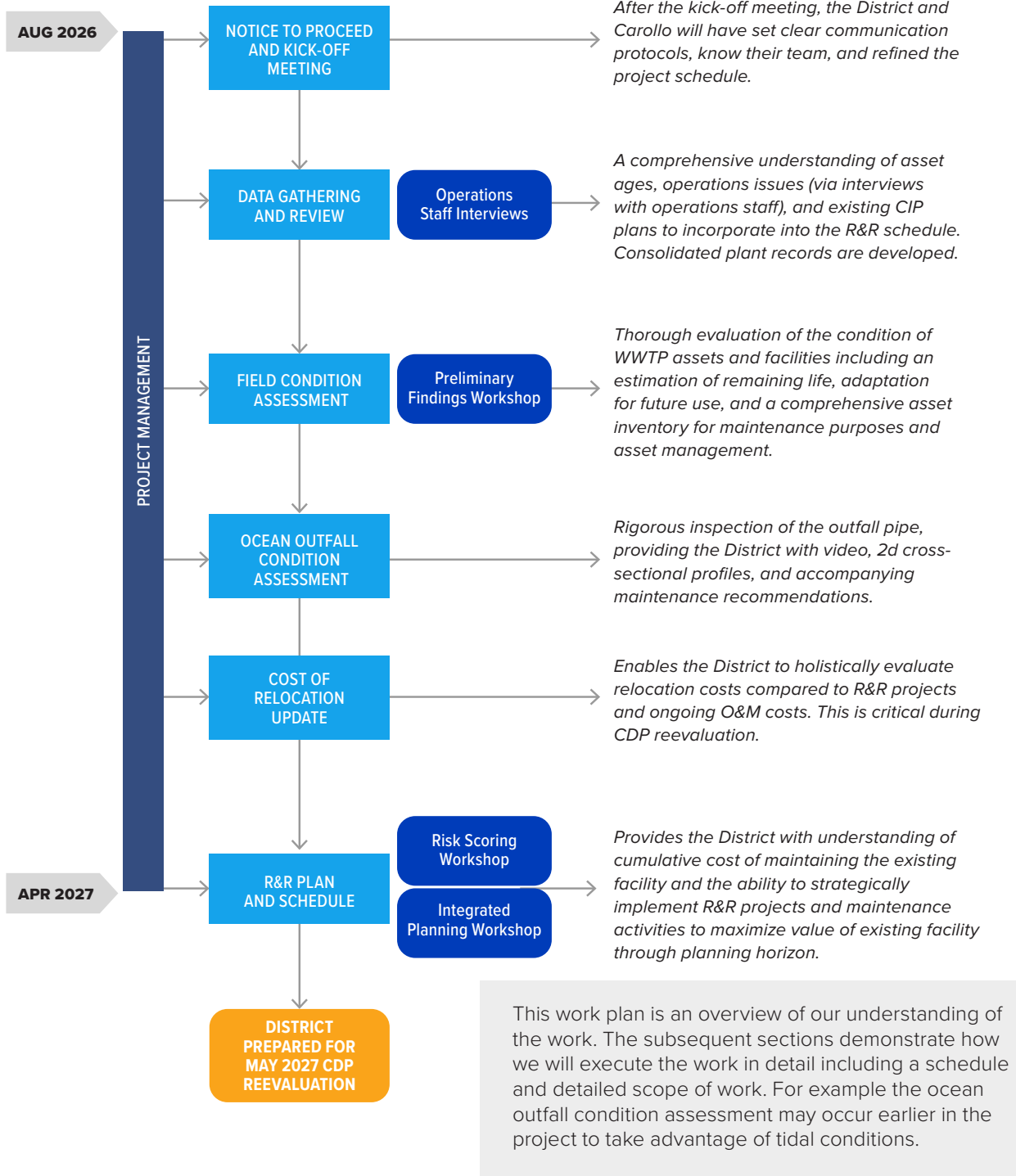


PROPOSED WORK PLAN

Our work plan is tailored, streamlined, and clear so the District is prepared for the upcoming 10-year CDP reevaluation in May 2027.

KEY WORK PLAN ELEMENTS

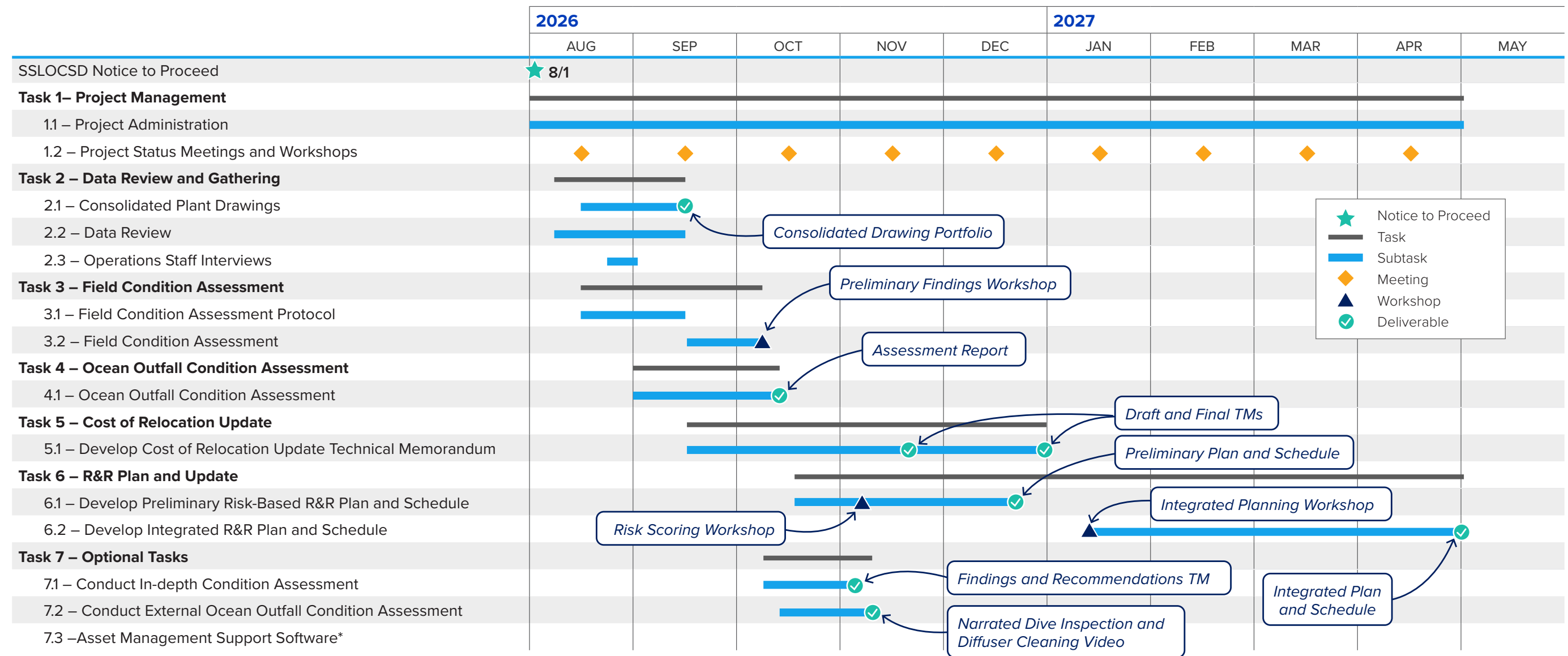
KEY WORK PLAN BENEFITS



PROJECT SCHEDULE

We know time is of the essence. Our proposed schedule highlights key task and deliverables starting from notice to proceed through completion of the Assessment Plan and Schedule Report.

This proposed schedule has been developed based on our project understanding, requirements presented in the RFP, and addenda.



* This schedule does not reflect the potentially long duration of optional task 7.3. Instead, this schedule focuses on the tasks most necessary for the District to prepare for CDP reevaluation.

SCOPE ENHANCEMENTS

We have included in our scope items we feel will enhance the District's preparation for CDP reevaluation, and reinforce successful execution of this Condition Assessment Project to deliver on the primary goals and objectives stated in the RFP.

Proposed Base Task	Enhancement	Benefit
Task 1 – Project Management	QAQC, Progress meetings with District team, one additional workshop.	Schedule and budget adherence, technical excellence, tailored service and deliverables.
Task 2 – Data Gathering and Review	Consolidated drawings portfolio.	Consolidated and accessible Plant documentation.
Task 5 – Cost of Relocation Update	Reevaluation of cost to relocate based on current industry and construction costs..	Critical documentation for District comparison and defense during CDP reevaluation to meet the District's objectives for this Project.
Task 6 – Develop R&R Plan and Schedule	Preliminary Risk-Based R&R Plan and Integrated R&R Plan.	Transparent, defensible documentation. Responsible planning.
Proposed Optional Tasks	Enhancement	Benefit
Task 7.1 – Conduct In-Depth Condition Assessment	Concrete, metals, and coatings testing and evaluation, recommendations.	Comprehensive risk assessment and R&R planning. Defensible documentation.
Task 7.2 – Conduct External Ocean Outfall and Diffuser Cleaning	Narrated video of external outfall inspection and cleaning diffusers.	Defensible documentation, support improving outfall performance.
Task 7.3 – Asset Management Software Support	Software evaluations and workshops. Procurement and implementation support.	Recommendations to support the District's ongoing asset management system. Focused, facilitated software selection and procurement.

Should the District find any of these Enhancements not needed, we are happy to further tailor our services to meet the District's needs.

Project Approach and Proposed Scope of Work

Project Approach and Proposed Scope of Work

FIELD CONDITION ASSESSMENT

Approach to Task 3

Our efficient and comprehensive assessment of the WWTP will deliver a strong foundation for the R&R plan.

The Field Condition Assessment is a critical component of the Project. Our team will perform a visual evaluation of all aboveground and accessible structural, process mechanical, and EI&C assets. Optional tasks are included to provide corrosion assessments and more in-depth evaluations if additional investigation is warranted. The resulting condition data will directly inform the R&R Plan, providing a strong foundation for prioritized, cost-effective, and near to long-term asset management decisions.

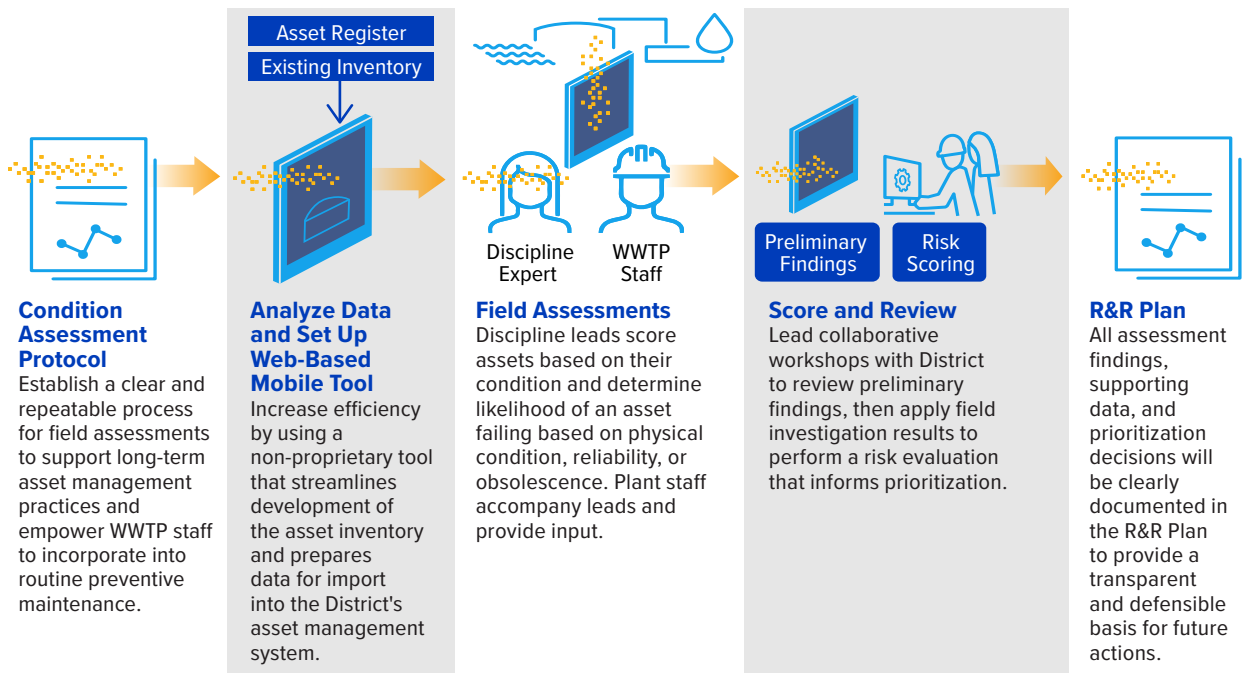
Condition Assessment Services

Challenge

The day-to-day demand on staff time for managing infrastructure leaves little time for comprehensive condition assessment activities for providing the inputs necessary for defensible capital need projections.

Our Approach

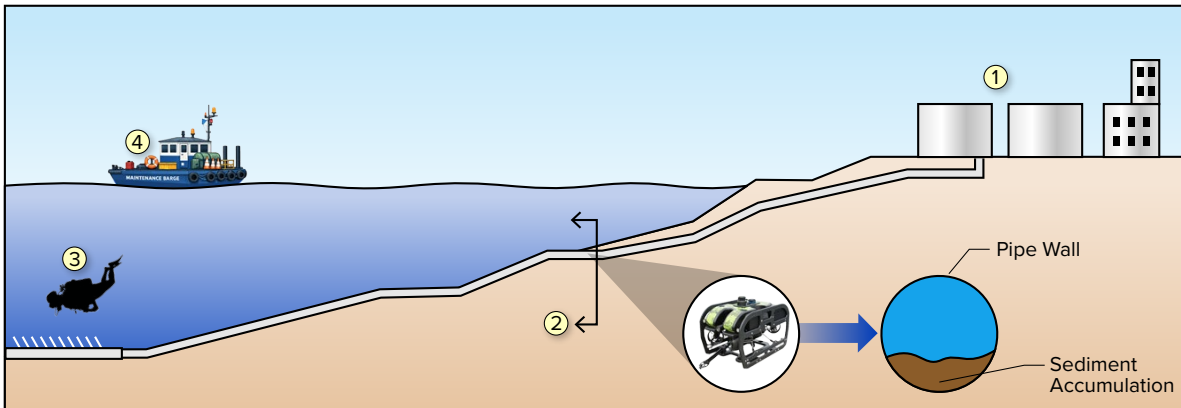
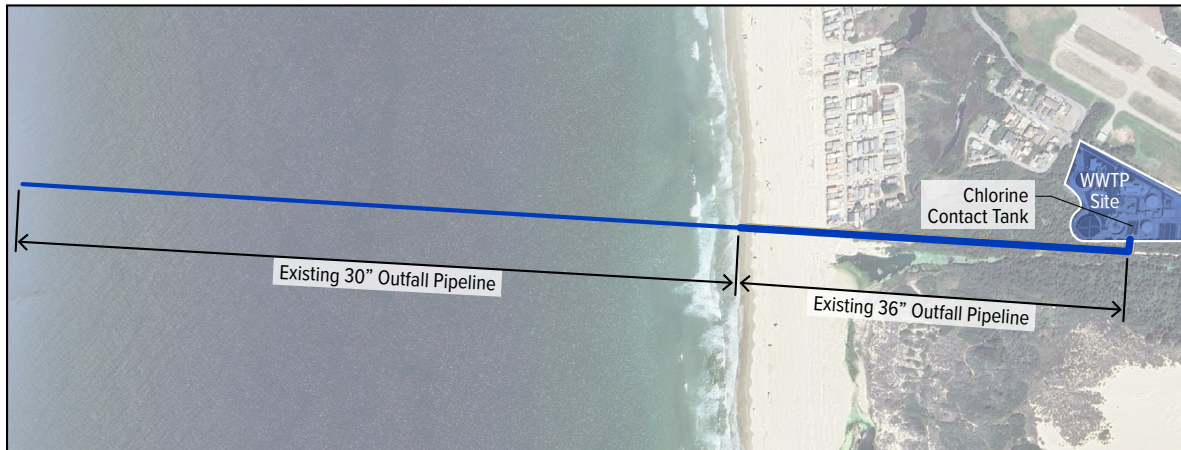
To be efficient with staff's time, our team of discipline-specific leads incorporates mobile digital technology to efficiently gather condition data from the field and capture staff concerns and priorities. Our assessment forms are structured to provide consistency and repeatability while minimizing individual scoring biases. Because condition scoring is managed digitally, we are able to integrate with a wide variety of computerized maintenance management systems (CMMS) and streamline asset management risk modeling.



OCEAN OUTFALL CONDITION ASSESSMENT

Approach to Task 4

We will partner with ASI Group to deliver a thorough outfall assessment as this task requires specialized above and below water expertise.



- ① Flow control is critical to allow for internal access to conduct the inspection and provide clear video of condition of the pipeline. We will work with plant staff to determine the best approach that minimizes impacts to plant process, such as diverting or withholding flow and conducting during low flow periods.
- ② Interior inspections will include CCTV and sonar. CCTV will capture visual assessment of pipeline internal wall and joint conditions. Sonar will be used to develop imaging and cross-sectional profiles to determine sediment accumulation. Both CCTV and sonar are captured through deployment of a remote operated vehicle (ROV) that is tethered to a winch.
- ③ (Optional) If the District desires a more thorough external outfall inspection, Carollo has teamed with Underwater Resources to perform diving services. Divers will categorize the flow from diffusers, attempt to remove blockages from any clogged diffusers, and perform a mud line profile of the diffuser section. Sonar imaging around the diffusers is often difficult to obtain due to an accumulation of sediment.
- ④ (Optional) If diving and external inspection is conducted, it is typical for marine inspection to have a maintenance barge available for mobilization, storing equipment, and diver support.



OPTIONAL TASK – The video linked here shows a diver with Underwater Resources performing an ocean outfall inspection for Morro Bay. If internal inspections find significant sediment buildup along the outfall, or if the District desires a more thorough external investigation, we can work with Underwater Resources to perform an external inspection with divers. This proactive measure can help extend the lifespan of the outfall and restore hydraulic discharge capacity.

<https://tinyurl.com/morro-bay-outfall-inspection>



R&R PLAN AND SCHEDULE

Approach to Task 6

We will develop an actionable R&R Plan and Schedule that SSLOCSD can feasibly and flexibly implement over the planning horizon. This plan will also lay the ground work for comparing costs of maintaining the existing WWTP vs. relocating it.

Our R&R planning for the SSLOCSD WWTP will be tailored to the District's objectives, starting with defining the key drivers such as asset condition, risk, failure consequences and CDP requirements. We will also consider flooding, financial constraints, and coastal hazards such as sea level rise. These drivers will shape the R&R prioritization to develop realistic projects within achievable timelines and responsible, continued compliance with CDP conditions.

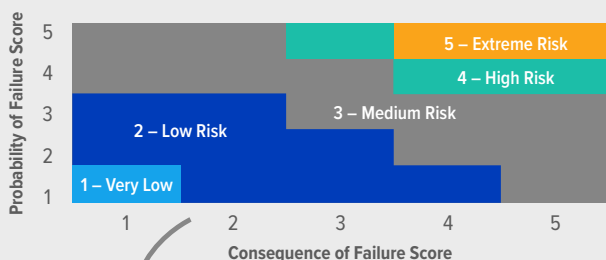
Benefit to SSLOCSD: Technically sound deliverables, defensible documentation for CDP reevaluation.



PLANNING FOR THE FUTURE, ONE POST-IT AT A TIME

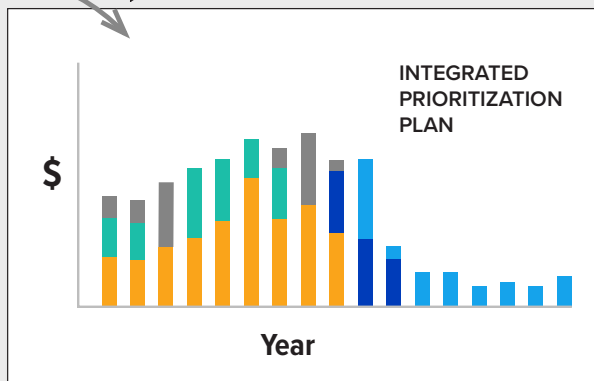
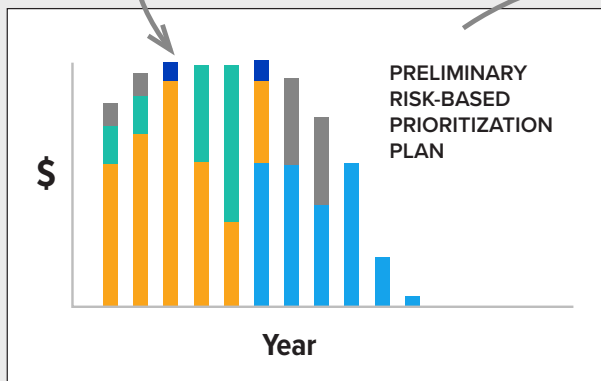
Carollo team collaborating and organizing recommendations to develop and schedule projects on a recent WWTP Master Plan Implementation Project.

PROOF OF CONCEPT FOR THE SSLOCSD R&R PLAN AND SCHEDULE



COLLABORATION DRIVES INTEGRATED R&R SCHEDULE

We will use the District's input to prioritize R&R projects based on considerations such as risk, financial constraints and CDP conditions.



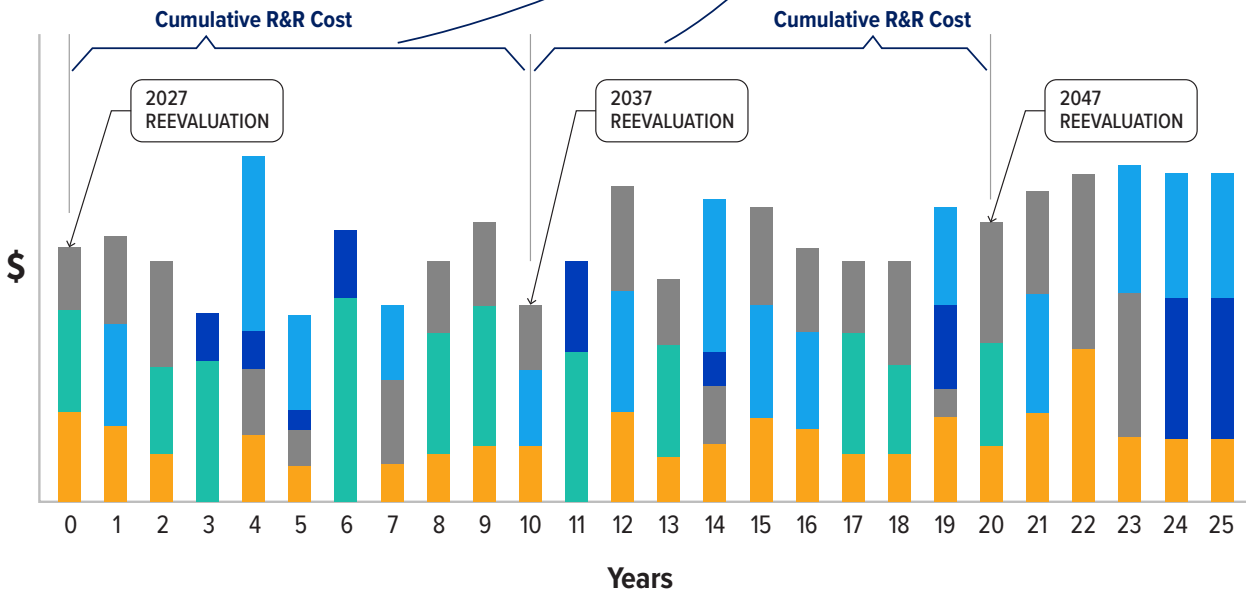
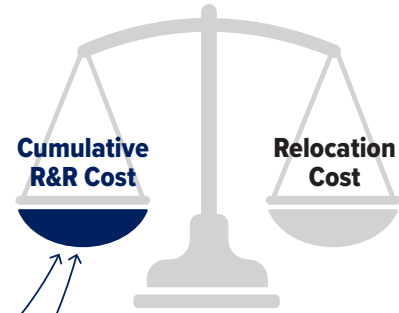
COST OF RELOCATION UPDATE

Approach to Task 5

An updated evaluation of the cost to relocate will provide defensible documentation for CDP reevaluation. This will drive the integrated R&R Plan and Schedule.

Construction costs have risen dramatically since 2016. Therefore it is prudent to reevaluate the cost to relocate the WWTP. This cost estimate is critical to successful proactive response to CDP reevaluation. We will engage Carollo's deep database of cost estimating information and company-wide lead estimator **Jason Rozgony**. This will lead to the development of **transparent, defensible, and tailored estimates to the specific characteristics of each of the alternative sites.**

Owing to its criticality, we will develop a stand-alone technical memorandum developing the basis of cost to 3 alternative sites. We plan to use the 3 sites investigated in the 2016 MKN Technical Memorandum as a starting point. However, if we find that any of the three sites are no longer under consideration, others can be investigated.



Our analysis will develop near-to-long-term cash flow requirements to fund R&R Projects. This will allow the District to determine when the cost of relocation is less than the cost of cumulative R&R.

DATA GATHERING AND REVIEW

Approach to Task 2

We will deliver a time-saving, history-preserving consolidated drawing set, and request a focused set of documents in preparation for effective project execution.

Consolidated Drawings

We propose to request all available record drawings soon after notice to proceed, ideally having them in hand prior to the kick-off meeting. This will help confirm where there are record gaps and if any of the documents are not legible. During staff interviews we will attempt to piece together the illegible parts of the documents (if the illegible items are still in service) and clearly show them with BlueBeam mark ups. Drawings that are available in hard copy only will be digitized and incorporated into the set of consolidated drawings.

Benefit to SSLOCSD: Retrievable, defensible documents.

Data Review

In addition to record drawings, we propose to request a list of documents focused on gathering information and data that will facilitate a comprehensive condition assessment and the development of the R&R plan and schedule. We plan to make this request prior to the kick-off meeting to maintain schedule and make the most of the operations Staff interviews.

Benefit to SSLOCSD: Efficient condition assessment that incorporates institutional knowledge.

Operations Staff Interviews

Operations Staff have a full plate: Balancing maintenance needs, process operational adjustments and testing, regulatory compliance and more. With two members of our team being certified wastewater operators (Louis and Blaine) who will be available for the interviews and they have a knack for connecting with fellow operators - this allows them to pick-up on issues that may otherwise go unnoticed.

Benefit to SSLOCSD: Holistic condition assessment and R&R plan, flexibility, unique perspective.



KEEPING ON SCHEDULE

The Operations Staff interviews can be used to help identify if optional tasks are needed early in the project, like In-Depth Condition Assessment where confined space entry may be required or specialized materials testing recommended.

PROJECT MANAGEMENT

Approach to Task 1

Our focus will be driving schedule-focused, value-oriented, and technically sound deliverables through purposeful collaboration with SSLOCSD Staff.



On a regular basis, Louis will assess the scheduled tasks and project percent completion and compare them against the planned percent completion to determine whether the project is on schedule. He will do this using a Carollo-developed project management dashboard which result in effective and efficient project management.

Schedule Management

Our proposed schedule was established by identifying project milestones and determining when each task must be completed to give the District time to prepare for CDP reevaluation by the Coastal Commission. Once underway, we will review schedule and staffing requirements regularly to complete the project on time.

Benefit to SSLOCSD: Schedule adherence, time to prepare for CDP reevaluation.

Cost and Budget Management

Louis will immediately alert the District as to any potential decisions that are made or issues that arise that could impact the project budget. Potential budget issues will also be documented in monthly project progress reports. Over the duration of the project, Louis will regularly monitor the execution of the work by tracking labor expended through Carollo's BST accounting database and make corrections if and when needed.

Benefit to SSLOCSD: Budget adherence, eliminate delays in requesting additional budget.

Quality Assurance/Quality Control

Quality management of all project deliverables is one of the ways we will provide SSLOCSD with excellent service and one of the many reasons repeat work with other agencies make up such a large percentage of our work. For this project our QA/QC reviews will be focused on the following:

Condition Assessment Criteria: Review for assumptions used, accuracy, and completeness.

Cost Estimates: Review for quantity take offs, unit prices, contingencies, level of accuracy, and project risk factors.

Benefit to SSLOCSD: Technically sound deliverables, defensible documentation for CDP reevaluation.



QUALITY ASSURANCE

- Conducted as the project progresses.
- Independent peer reviews to address critical issues.
- Conducted in early stages to avoid rework.



QUALITY CONTROL

- Internal QC prior to all submittals.
- Independent QC team.
- QA/QC sign-off forms.



RESULT

- Allows team to present highly refined concepts in project workshops.
- Provides high-quality deliverables that save your staff review time.

Quality review of deliverables at all project stages for a successful project.



Scope of Work

Task 1 – Project Management

Task 1.1 – Project Administration

Carollo will administer the project to maintain project schedule and budget. The project progress and budget status will be included in monthly progress reports that will be attached to billing invoices submitted to the District. Additionally, the monthly progress report will include a list of work completed for the invoice period and anticipated work efforts for the next invoice period.

Task 1.2 – Conduct Project Status Meetings and Workshops

Carollo will attend and manage the project kickoff meeting. Topics of discussion will include communication, schedule of meetings, overall project schedule and coordination between all parties.

Carollo will conduct up to twelve (12) project status meetings with the District to keep the project team up to speed on ongoing activities. Meetings will be conducted via MS Teams or other platform agreeable to the District. Consultant will prepare an agenda and meeting minutes for each meeting. The project status meetings will be one (1) hour in length at mutually agreed upon time and day of the week.

Carollo will conduct three (3) workshops. The first workshop (Preliminary Findings Workshop) will occur following the field condition assessment to review the preliminary findings. The second workshop (Risk Scoring Workshop) will occur prior to R&R Plan and Schedule development to develop the risk profiles for assets and R&R projects. The third workshop (Integrated Planning Workshop) will occur during R&R plan development to prioritize projects tailored to the District's risk tolerance, financial constraints, and CDP conditions. The workshops are anticipated to be up to three (3) hours.

The Preliminary Findings Workshop will be conducted via MS Teams and attended by the Project Manager, Project Engineer, Discipline Leads, and Subconsultants. The Discipline Leads, and Subconsultant will attend for up to one (1) hour each.

The Risk Scoring Workshop will be attended in person by the Project Manager, Project Engineer, and up to two additional staff at District Offices for up to one (1) hour each.

The Integrated Planning Workshop will be attended in person by the Project Manager and Project Engineer at District Offices with each of the Discipline Leads and subconsultant leads attending remote via MS Teams for up to one (1) hour each.

Task 1.3 – Quality Assurance Quality Control

Carollo will implement and maintain its standard Quality Management Program for the project. All deliverables will be reviewed in accordance with the Quality Management Program. Items subject to the Quality Management Program are: the consolidated drawings, progress and workshop meeting minutes, condition assessments findings, cost estimates, and the R&R Plan and Schedule.

TASK 1 ASSUMPTIONS

- Schedule to be 9 months.

TASK 1 DELIVERABLES

- Monthly progress reports.
- Meeting and workshop agendas and notes.

Task 2 – Data Review and Gathering

Task 2.1 – Consolidated Drawings

Carollo will review existing WWTP facility drawings and consolidate them into a single indexed portfolio of drawings in PDF format. Hard copies will be digitized (scanned) and incorporated into the set of consolidated drawings.

Task 2.2 – Data Review

Carollo will review existing information including permits, reports, existing capital improvement plans, drawings, O&M manuals and records, operational data, and budgeting documents. District to provide all relevant existing information to review.

Task 2.3 – Operations Staff Interviews

Carollo will conduct District Operations Staff interviews to determine operational needs and develop a deeper understanding of asset concerns, issues, and performance. The interviews will be conducted by the Mechanical/Operations Specialist and a Staff Professional at the SSLOCS D WWTP. Up to eight (8) hours of interviews is included and need not occur in same day.

TASK 2 ASSUMPTIONS

- Interviews occur over two subsequent days.

TASK 2 DELIVERABLES

- Consolidated drawings portfolio in PDF format.

Task 3 – Field Condition Assessment**Task 3.1 – Develop Field Condition Assessment Protocol**

Carollo will develop a condition assessment protocol. The protocol will lay out the type of information to be collected about the asset. Carollo will use the protocol when performing the assessments and tailor it for use by the District for future in-house assessments aimed at updating the asset management system.

Task 3.2 – Field Condition Assessment

Carollo will conduct an above-ground visual condition assessment of the SSLOCSD WWTP structures and equipment. The assessment will be limited to areas that can be viewed from non-confined spaces. A web-based mobile application developed by Carollo will be used for the assessment of process, structural, electrical, instrumentation and controls equipment. Assessments will be developed for non-Redundancy Project elements however the mobile application will be used on the Redundancy Project-related elements for incorporation into an updated asset inventory. Following the field work the preliminary results of the condition assessment will be shared with the District to facilitate the Preliminary Findings Workshop described in Task 1.2.

TASK 3 ASSUMPTIONS

- Field condition assessment to occur over two subsequent, 8-hour working days.
- Field condition assessment attended by the project manager, project engineer, process mechanical lead, electrical lead, structural lead, instrumentation and controls lead.
- Field condition assessment findings, and scoring approach will be incorporated into Task 6 deliverables.
- District staff to provide access to electrical and control panels and all plant areas included in the assessment.
- District staff to provide and use calibrated H2S monitors for access to all areas to be assessed by Carollo (e.g. drywells).

- District to provide a minimum of two operations staff to facilitate access and answer O&M related questions for the duration of the onsite assessment effort.

TASK 3 DELIVERABLES

- Condition assessment protocol in PDF format.
- Preliminary condition assessment findings.
- Updated asset inventory in MS Excel format.

Task 4 – Ocean Outfall Condition Assessment**Task 4.1 – Ocean Outfall Condition Assessment**

Carollo's subconsultant, ASI Group, will perform an inspection of the ocean outfall pipeline from the chlorine contact tank to the outfall terminus to document internal condition and identify anomalies such as corrosion, cracking, and sediment/debris accumulation. The assessment will be performed using a Remotely Operated Vehicle (ROV) controlled from a trailer located near the chlorine contact tank. High-definition video will be recorded, as well as two-dimensional sonar imaging. From the sonar imaging two-dimensional pipe and sediment profiles will be developed at 100-foot intervals.

TASK 4 ASSUMPTIONS

- District provides access for crew, equipment, and trailer.
- Mutual coordination between all parties to conduct effort during low flow periods/windows and identify operational challenges, if any.
- District provides access to onsite washroom facilities to crew.
- Outfall pipe is full during inspection.
- Turbidity of water in outfall pipe is below 10 NTU.
- Flow velocity in outfall pipe does not exceed 0.25 ft/s.

TASK 4 DELIVERABLES

- Assessment Report in PDF format.
- 2D sonar imagery video captures.
- Cleaned/edited inspection video.
- 2D cross-sectional profiles at 100-ft intervals.

Task 5 – Cost of Relocation Update

Task 5.1 – Develop Cost of Relocation Update Technical Memorandum

Carollo will develop an opinion of probable construction cost of relocating the WWTP to 3 alternative WWTP sites. This cost estimate will be consistent with the Association for the Advancement of Cost Engineering (AACE) International Class 5 estimate with an accuracy range of -20% to -50% on the low range and 30% to 100% on the high range. The cost opinions will represent planning level estimates and will not reflect actual project costs.

The Technical Memorandum (TM) will describe the basis of cost development which are likely to include record drawings, cost indices commonly used in civil infrastructure cost estimating, unit cost ranges, other similarly sized facility and asset costs, and other similar cost estimates.

TASK 5 ASSUMPTIONS

- The cost estimates will be based on the 3 sites investigated in the 2016 MKN Technical Memorandum included in the RFP.
- The new, relocated plant is similarly sized as the existing WWTP with similar facilities and unit processes.

TASK 5 DELIVERABLES

- Draft and Final TMs in PDF format.

Task 6 – R&R Plan and Schedule

Task 6.1 – Develop Preliminary Risk-Based R&R Plan and Schedule

Using the condition assessment findings and feedback from the Risk Scoring Workshop described in Task 1.2, Carollo will develop a Preliminary Risk-Based R&R Plan and Schedule (Preliminary Plan). The Preliminary Plan will include a description of the condition assessment scoring approach, assessment protocol, and will describe, and list, recommended R&R projects. The Preliminary Plan will also provide an initial implementation schedule based on the risk scoring. An opinion of cost range will be developed for each R&R project and presented in the Preliminary Plan. Following development and submittal of the Preliminary Plan the Integrated Planning Workshop described in Task 1.2 will be conducted.

Task 6.2 – Develop Integrated R&R Plan and Schedule

Using District feedback on the Preliminary Plan and the Integrated Workshop Carollo will develop the Integrated R&R Plan and Schedule (Integrated Plan). The integrated implementation schedule will be tailored to meet the District's operational and financial goals and CDP compliance approach. The Integrated Plan will include defensible discussion of re-ordering R&R projects based on the Integrated Planning Workshop described in Task 1.2.

TASK 6 ASSUMPTIONS

- 20-year planning horizon.
- R&R projects developed to a conceptual level of detail.
- R&R project cost opinion developed based on conceptual level of detail.
- R&R projects and cost opinions identified in the Preliminary Plan are used in the Integrated Plan.

TASK 6 DELIVERABLES

- Preliminary Risk-Based R&R Plan and Schedule in PDF format.
- Integrated R&R Plan and Schedule in PDF format.

Task 7 – Optional Tasks

Task 7.1 – Conduct In-Depth Condition Assessment

Carollo, through V&A Consulting Engineers, Inc., proposes to perform in-depth condition assessment on up to four (4) structures during two (2) separate site visits, assuming that the trickling filter will be available during one of the site visits. This includes confined space entry for the four (4) structures. The assessment will include the following:

1. **Visual qualitative assessment** using the VANDA Index, which will be integrated with the scores from Task 3.2 Field Condition Assessment..
2. **Reinforced concrete testing** to measure the concrete thickness at up to 4 locations in each structure using surface penetrating radar, sounding, penetration measurements at up to 4 locations in each structure, and surface pH testing.
3. **Coatings testing** including adhesion testing per ASTM D6677 on immersed metal surfaces or concrete, dry film thickness testing at up to 20 locations, and collect up to 2 paint samples from metal surfaces for heavy metals analyses.

- 4. Metals testing** using A-scan ultrasonic testing (UT) at up to 20 locations on piping or metal structures, and pitting depth measurement where UT measurements aren't successful.

A **work and safety plan** will also be developed. The plan will document structure shutdown procedures and entry approach, identify safety hazards and mitigations, and provide rescue procedures for confined space entry.

TASK 7.1 ASSUMPTIONS

- District to provide access to the structures/spaces.
- District to provide equipment and crew staging area.
- Mutual coordination of any shutdown or bypass operations.

TASK 7.1 DELIVERABLES

- Work and Safety Plan in PDF format.
- Draft and Final In-Depth Condition Assessment Report in PDF format.

Task 7.2 – Conduct External Ocean Outfall Assessment and Diffuser Cleaning

Carollo, through Underwater Resources, Inc., proposes to perform an external inspection of exposed, underwater section of the outfall pipe. In addition to the general condition assessment flow from each diffuser will be categorized as none, weak, medium, or strong and removal of blockages from any clogged diffusers will be attempted. A mudline profile of the diffuser section will also be developed.

TASK 7.2 ASSUMPTIONS

- District to provide coordinates of outfall diffuser section.

TASK 7.2 DELIVERABLES

- Narrated assessment video.

Task 7.3 – Asset Management Support Software

Task 7.3.1 – Software Evaluation

Carollo to collaborate through up to three (3) 2-hour workshops with District's staff to develop software requirements for either enterprise asset management software or computerized maintenance management system (CMMS) software, depending on the overall needs. Software solutions may include capabilities for CMMS, geographic information systems (GIS), decision support systems, and data visualization

software tools. Carollo will document the evaluation in a Software Evaluation Project Memorandum.

Task 7.3.2 – Support for Request for Information (RFI)

Carollo to prepare a draft RFI document for District to issue to solicit input from vendors that offer software or software as a service to support District's asset management program needs. After receiving comments from the District on the draft RFI, Carollo will conduct a document review meeting to discuss and resolve comments. Following this review meeting, Carollo will incorporate feedback and submit a final RFI document for District to issue. Upon receiving copies of the RFI responses Carollo will aggregate and summarize the responses to present to the District along with recommendations for developing a request for proposals (RFP) for procuring software services.

Task 7.3.3 – Support for Request for Proposal (RFP)

Carollo to support the District's procurement process by preparing content for a RFP for either enterprise asset management software or CMMS software to be issued by the District. Carollo to prepare and submit the draft RFP for District review, and attend up to two, 1-hour virtual meetings to discuss comments and revisions on the RFP. The final RFP will be submitted in Microsoft Word format for use by the District in soliciting proposals from qualified software vendors for software licenses and implementation services. After District has received proposals in response to the RFP, Carollo will conduct reference checks with up to eight (8) references (assuming receipt of four proposals and two references are checked per submittal). Carollo to provide the results of the reference checks in addition to a summary of the proposals received and their conformance with the RFP requirements. Carollo to participate in one (1) 2-hour virtual meeting with District to present a summary of the proposals received and the results of the reference checks and assist in a short-list selection of up to three (3) vendors to proceed with software demonstrations.

Based on the District's evaluation of the RFPs, Carollo will coordinate with the short-listed software vendors to provide a 3-hour demonstration of their software. It is assumed that up to three (3) demonstrations will be conducted. Carollo will develop an agenda for the software vendors to follow in their demonstration and coordinate the demonstration schedule with District staff. Carollo will participate in the software demonstrations and provide a scoring

and comparison sheet to be used for comparing functionality and options across the software vendors. The District will also prepare summary notes from the software demonstrations to assist in the following software selection workshop.

Carollo will facilitate a half-day Software Selection Workshop after the last software demonstration to review the results and comparison of the software alternatives. Carollo will support the District in finalizing the software selection and confirming the cost, licensing, and contract terms with the selected software vendor. Carollo will also facilitate negotiation discussions with the software vendor for pricing, scope, and contract terms.

Task 7.3.4 – Software Implementation Support

Support the District for the implementation of the selected enterprise asset management software or CMMS software. This effort is expected to include coordination with the software vendor on configuration to align with District's asset management objectives and support for populating asset databases. Data needs may include: asset attribute information, condition scores, consequence of failure scores (or asset criticality), data migration support using import/export files, and advising District on the configuration details for the risk analysis to align with an asset management framework. The level of effort for this task includes attending up to ten (10) 2-hour virtual meetings with District and the software vendor during configuration and implementation.

TASK 7.3 ASSUMPTIONS

- For each deliverable, all comments will be consolidated into one document by the District.
- District will issue proposal.
- Receipt of four proposals and two references checks for proposal.
- Three software demonstrations.

TASK 7.3 DELIVERABLES

- Project memorandum to document results of software evaluation.
- Meeting agendas and minutes.
- Draft and Final RFI document in PDF format.
- Draft and Final RFP document in PDF format.

Acknowledgment,
Exceptions,
Disqualifications,
Insurance Certification




Acknowledgment, Exceptions, Disqualifications, Insurance Certification

AGREEMENT EXCEPTIONS

We have the following comments on the District's standard agreement provided in the RFP:

- Section 1.3: Strike "to the complete satisfaction of the District and within the hereinafter specified" replace with "consistent with the applicable standard of care delineated in section 1.2 of this agreement".
- Section 1.4: Strike "warrants".
- Section 2.3: Strike "sole satisfaction" replace with "applicable professional standard of care".
- Section 6.8: Strike "defend".
- Section 6.8: Strike "arising out of, pertaining to, or relating to the performance" replace with "to the extent caused by the negligent acts, errors, or omissions".
- Article 4.C: Strike "Overall increases greater than 3% from prior years will not normally be allowed." Insert "Any price increases shall not exceed 3% per year unless otherwise approved in writing by the County".
- Article 12.E: Strike "for any project included within this Contract" insert "on the same construction project".

ACKNOWLEDGMENT OF ADDENDA

We acknowledge addendum 1 and addendum 2. Signed acknowledgments are included on the following pages.

INSURANCE

We can provide proof of insurance meeting the District's requirements as described in the Standard Agreement (Appendix A).



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha Pl, Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

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April 17, 2026

Addendum #1 – Request for Proposals for the South San Luis Obispo County Sanitation District Wastewater Treatment Plant (WWTP) Condition Assessment Project

Interested parties are hereby informed that the Request for Proposals issued on April 6, 2026 by the South San Luis Obispo County Sanitation District (District) for the above project has been amended by the following information. A signed copy of this addendum acknowledging the receipt of this addendum shall be included with the Proposals.

1. The District has revised the proposal due date to Wednesday, May 20, 2026 at 5:00 PM PST.
2. The Project Schedule is revised as follows. The dates are tentative and subject to change.

Issue RFP	April 6, 2026, 5:00 PM PST
Written Questions Due	April 29, 2026, 5:00 PM PST
Responses to Questions Posted	May 8, 2026, 5:00 PM PST
Proposals Due	May 20, 2026, 5:00 PM PST
Consultant Interviews (at the District's Option)	May - June, TBD
Consultant Selection / Board Approval	June - July
Notice to Proceed	July - Aug

Signed,

Jeremy Ghent
District Administrator

Acknowledgement of Addendum No. 1

Louis Lefebvre, PE
Project Manager



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339

1600 Aloha Pl, Oceano, California 93445-9735

Telephone (805) 489-6666 FAX (805) 489-2765

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May 5, 2026

Addendum #2 – Request for Proposals for the South San Luis Obispo County Sanitation District Wastewater Treatment Plant (WWTP) Condition Assessment Project

Interested parties are hereby informed that the Request for Proposals issued on April 6, 2026 by the South San Luis Obispo County Sanitation District (District) for the above project has been amended by the following information. A signed copy of this addendum acknowledging the receipt of this addendum shall be included with the Proposals.

No amendments.

Questions & Responses:

Q1. Can you clarify whether SSLOCSD currently utilizes a computerized maintenance management system (CMMS) or other asset management software?

Response: The District currently utilizes Hach JOB Cal® Plus for tracking maintenance of the WWTP equipment installed prior to the WWTP Redundancy Project. It has not been expanded to cover the newly installed systems. See attached data sheet for general information. Expanded use of this software should be one option for the asset management alternatives evaluation.

Q2. What are the District's schedule expectations? i.e. project duration from notice to proceed.

Response: The District would like a complete draft Assessment Plan and Schedule Report within nine months of notice to proceed. However, the District acknowledges that scopes, and therefore, schedules, may vary with different approaches. The schedule will be coordinated with the selected consultant during the contract negotiation.

Signed,

Jeremy Ghent
District Administrator

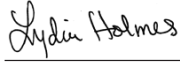
Acknowledgement of Addendum No. 2

Louis Lefebvre, PE
Project Manager

Attachments: Hach JOB Cal® Plus Data Sheet

DISQUALIFICATIONS:

Neither Carollo Engineers nor any of its officers or employees have ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of the violation of law, a safety regulation, or for any other reason, including but not limited to financial difficulties, project delays, or disputes regarding work or product quality.



Lydia Holmes, PE
Principal-in-Charge



Louis Lefebvre, PE
Project Manager

Appendix
Resumes



Lydia Holmes, PE

Lydia Holmes, a vice president with Carollo Engineers, has built her reputation on delivering strategic plans by listening to clients' needs and understanding the big picture. Her skills have been applied to high profile master planning and improvement projects. Her particular areas of expertise include planning, permitting, sustainability, and natural treatment systems. Her experience ranges from planning conventional treatment systems to the use of natural systems to minimize costs and the impacts of new infrastructure. Increasingly, Lydia Holmes' work applies sustainability concepts such as using greenhouse gas emissions to evaluate alternatives and incorporating low impact development concepts into projects to produce long-term, economically viable treatment solutions.



EDUCATION

MS Environmental Engineering, University of California, Davis, 1995

BS Civil Engineering, University of California, Davis, 1992

LICENSES

Civil Engineer, California

PROFESSIONAL AFFILIATIONS

Water Environment Federation

RELEVANT EXPERIENCE

> **Project manager for the County of San Luis Obispo, California, Paso Robles Basin Supply Options Study.**

The project was initiated to identify options to bring supplemental supplies into a groundwater basin that has faced severe groundwater level declines. Options considered include State Water, Recycled Water, and Nacimiento Water (surface water supplies). Coordinated with County, municipal, and local stakeholders to screen and evaluate alternatives based on benefits to the basin, as well as financial, legal, and institutional criteria. A separately developed watershed and basin model were used to compare long-term benefits for each alternative.

> **Project engineer for the San Luis Obispo County, California, Los Osos Wastewater Treatment Plant Project Development.** The project developed plans for a future wastewater treatment plant and sewer system to satisfy the Regional Water Quality Control Board (RWQCB) requirements and meet water management and other environmentally responsible objectives of the community. The community has developed multiple facilities plans since the early 1980s, but, in each case, the plans were halted by stakeholder opposition. Carollo was hired to participate in a process to plan viable project alternatives for a plant and

collection system. The project team worked with the County to develop a list of alternatives, including effluent disposal/reuse, treatment technology, solids treatment and disposal, treatment plant siting, and collection system. This information was compiled into a report for review by the County, a hand-picked Technical Advisory Committee, the RWQCB, and the community. The Carollo team refined the alternatives and identified viable project alternatives that can be permitted, funded, and constructed in the near future. Throughout the project, Carollo supported the County in obtaining funding, reviewing and complying with environmental requirements, preparing for the Proposition 218 election, and providing due diligence to meet the requirements of the RWQCB, stakeholders, and others. A greenhouse gas analysis was conducted to compare the various alternatives being considered and support the Environmental Impact Report.

> **Principal-in-charge for the City of Arcata, California, Wastewater Treatment Facility Improvements Project Facility Plan, Preliminary Design, and Final Design.** The project included development of a facility plan that incorporated a condition assessment of the existing facilities, including mechanical process equipment and structures, and development of a phased project for

Lydia Holmes, PE

rehabilitation of the existing plant and addition of treatment capacity. Follow on efforts include preliminary design and final design of replacement and new treatment processes, including headworks, pond improvements, wetlands improvements, pump stations, new oxidation ditch and secondary clarifiers for nutrient removal, and new UV disinfections step.

> **Project manager for City of Ventura, California, Collection System and Wastewater Treatment Master Plans.**

Efforts included collection system flow monitoring, model development, condition assessment, capacity analysis, regulatory assessment, planning for future conditions, and developed CIPs for future regulatory scenarios. Each of the City's sewer lift stations was evaluated for condition and function along with the wastewater treatment plant.

> **Co-project manager for development of a 30-year Wastewater Master Plan for the City and County of San Francisco, California, as a joint venture with Brown and Caldwell and Metcalf and Eddy.**

Carollo provided project management for the master plan, which includes providing the overall direction of work, coordinating other joint venture members and subconsultants, preparing materials for presentations to the San Francisco Public Utilities Commission, facilitating team brainstorming workshops, and developing evaluation criteria (including sustainability and greenhouse gases) to screen and compare alternatives. A focus of the master plan was to evaluate the effects of climate change on the planning efforts. Evaluated the range of precipitation changes and sea level rise due to climate change. Project tasks also included condition assessments of existing treatment facilities and major pump stations to identify those facilities

that will need replacement during the planning horizon, future regulatory requirements for bay and ocean discharges, evaluation of low impact development, involvement with stakeholders, and a financial analysis and plan.

> **Project manager for the County Sanitation Districts of Los Angeles County, California's Joint Outfall System Master Facilities Plan.**

The work consists of planning services for the five wastewater treatment plants in the Joint Outfall System. This master facility plan also provides recommendations for process optimization, regaining treatment capacity, and meeting current and future regulations while establishing CIP needs and identifying planned projects for the next ten years. The project also includes a comprehensive regulatory review to identify future regulatory compliance, including compliance with new temperature NPDES requirements as well as requirements for groundwater recharge via surface spreading for TOC and new PFAS MCL.

> **Project manager for County Sanitation Districts of Los Angeles County, California Santa Clarita Valley Sanitation District Temperature Compliance Evaluation Study.**

Evaluating data and options for meeting new NPDES discharge requirement for 80 degree F for effluent as well as the Delta 5 degree F requirement to not change receiving stream temperature. Evaluating nature-based solutions as well as mechanical options. In a separate contract, Lydia is leading the evaluation of source control measures as an approach to help deal with temperature effluent limits.



EDUCATION

MS Civil and Environmental Engineering, California Polytechnic State University, 2012

Civil and Environmental Engineering, California Polytechnic State University, 2012

LICENSES

Civil Engineer, California, Idaho

Professional Engineer, Oregon, Washington, Texas

Grade 2 Wastewater Treatment Operator, California

PROFESSIONAL AFFILIATIONS

Model Law Engineer, National Council of Examiners for Engineers and Surveyors

Water Environment Federation

Louis Lefebvre, PE

Louis Lefebvre has more than 13 years of civil engineering experience on a wide array of public and private projects ranging from water, wastewater, and storm water to electrical and telecommunications projects. He has been responsible for various design activities, including site visits, fieldwork oversight, alternatives analysis, and report preparation. Louis has designed water, wastewater, recycled water, and stormwater infrastructure, including yard piping, site grading, pipelines, pump stations, storage and conveyance facilities, and SCADA/process control systems. He has performed hydraulic calculations to size and select project facilities and has developed plans, specifications, and cost estimates. He coordinates the work of other engineering disciplines, designers, modelers, technicians, and subconsultants/contractors involved in project tasks or deliverables. Louis also provides construction management, supervision, and inspection and reviews contractor submittals for conformance with contract plans and specifications and evaluates requests for information as part of engineering services during construction.

RELEVANT EXPERIENCE

> **Project engineer for the Sacramento Area Sewer District (SacSewer), California, Rio Cosumnes Correctional Center Pump Station (S012)**

Rehabilitation. The project involved replacement of grinder and screening facilities. The project included construction of 2,900 feet 14-inch DR11 HDPE sewer force main, force main interties, 1,200 feet of 120-inch fiberglass reinforced polymer mortar pipe sewer, and electrical upgrades, including a 500kW generator, new electrical building, and instrumentation. The project also included replacement of pumps with 250-hp pumps. Responsible for leading the project design.

> **Project engineer for the South Tahoe Public Utilities District, California, Tahoe Keys Pump Station Replacement.**

The project involved replacement of a deteriorating sewer pump station and construction of new wet well, connecting gravity sewer, and segment of sewer force main. Louis was responsible for engineering services during construction, including submittal review, responses to requests for information, development of design

change documentation, and facilitation of startup and commissioning efforts.

> **Project engineer for the South Tahoe Public Utilities District, California, Upper Truckee Pump Station Replacement.**

The project involved replacement of a deteriorating sewer pump station and construction of new wet well, connecting gravity sewer, and segment of sewer force main. Louis was responsible for engineering services during construction, including submittal review, responses to requests for information, development of design change documentation, and facilitation of startup and commissioning efforts.

> **Project engineer for the City of El Paso de Robles, California, Recycled Water Distribution System.**

The project involved construction of backbone recycled water infrastructure, including storage basins at the wastewater treatment plant, pump stations, pipelines, and tanks. Louis was responsible for process mechanical and site design of the recycled water storage tank and pump station portions of the project.

> **Project engineer for the American Valley Community Services District, California, Wastewater Treatment Plant**

Louis Lefebvre, PE

Improvements. The project involved construction of a new secondary treatment process, headworks facilities, and surface water outfall improvements. Louis led the development of the wastewater treatment plant operations and maintenance manual and provided training to plant operations personnel.

> **Project engineer for King City, California, WWTP Upgrade.** Louis was responsible for the design of effluent handling facilities and utility water systems. This included process mechanical design for two plant pump stations, splitter structures, pipelines and various appurtenances. He also coordinated with structural, civil, and instrumentation/controls disciplines.

> **Project engineer for the City of Sunnyvale, California, Secondary Treatment and Dewatering Project.** The project involved construction of site improvements; new building construction; installation of major process equipment; yard piping; existing facility modification and demolition; electrical, instrumentation, and control system improvements; and improvements to related systems and facilities. Louis was responsible for engineering services during construction, including process mechanical and civil discipline related services for submittal review, responses to requests for information, development of design change documentation, and facilitation of startup and commissioning efforts.

> **Project manager for the City of Sutter Creek, California, Wastewater Treatment Plant Upgrade Progressive Design-Build Owner's Advisor Services.** The project included planning-level cost estimating services, wet weather flow analysis, and corresponding with the State and Regional Water Quality

Control Boards. Louis was responsible for facilitating the development of a project report for analysis of upgrade alternatives, leading the development of technical deliverables, facilitating client meetings, and delivering presentations to the City Council and City Manager.

> **Project engineer for the Wastewater Treatment Plant DB, Confidential Data Center Client, USA.** Louis served as project engineer on the design of a new, greenfield wastewater treatment plant using an MBR to treat water discharged from a confidential data center. Louis led the design of influent wastewater and treated effluent pump stations. Accommodating large diurnal swings in flow close collaboration was needed with the process design team. Coordinating with the MBR unit process was paramount for adequate backpulse and CIP water availability. Similarly, coordination with process chemical dosing was integral to a successful design of the influent pumping facilities.

PREVIOUS EXPERIENCE – OPERATIONS

> **Interim operations lead for the Indiana Department of Natural Resources Summit Lake State Park Wastewater Treatment Plant Operation and Maintenance.** Louis was responsible for day-to-day operations and maintenance of a secondary wastewater treatment plant. Process operations at the plant included bar screen headworks, oxidation ditch, secondary clarifier, aerobic sludge digester, and sludge sand drying beds. He oversaw and facilitated expansion and upgrade to an attached growth secondary treatment process and subsequently operated that unit process.



Felicia L. James, PE, IAM^{diploma}

Felicia James leads Carollo’s Asset Management Group and serves as vice-chair of the American Water Works Association Asset Management Committee. She has 30 years of experience, including as an Asset Strategy Manager with the Washington Suburban Sanitary Commission (WSSC Water) prior to joining Carollo in 2015. While at WSSC Water, Felicia was responsible for asset management planning of buried water infrastructure (water mains, valves, hydrants, water meters, and service connections) and supported condition assessment planning for water mains. Felicia holds the Institute of Asset Management’s Diploma in Asset Management with distinction. She continues to apply advanced asset management strategies and work with utilities to develop programs for prioritizing capital and operating expenses to reduce risks for both vertical and linear infrastructure.



EDUCATION

MSE Civil Engineering,
University of Texas,
Austin, 2001

BS Civil Engineering,
Stanford University, 1995

LICENSES

Civil Engineer, California,
Texas

Professional Engineer,
Maryland

CERTIFICATION

Institute of Asset
Management Diploma in
Asset Management, with
Distinction (2023)

Stanford Advanced
Project Management
Certificate (2014)

George Washington
University, School of
Business Master’s
Certificate in Government
Contracting (2012)

USEPA Advanced Asset
Management Training
Certificate (2010)

PROFESSIONAL AFFILIATIONS

American Water Works
Association

RELEVANT EXPERIENCE

> **Asset management and level of service advisor for the Brazos River Authority, Waco, Texas, Risk-Based Asset Management and Capital Planning Program Development project.** Carollo is supporting BRA to develop and implement a risk-based asset management and capital planning program following the methodology developed by ISO 55000. The program includes: gap assessment; program development; levels of service and KPI development and dashboarding; coordination with BRA to prepare effective bid/proposal requests for the selection of the Asset Management Software (AMS); evaluation of available AMS vendors and guidance with identifying BRA’s needs, expectations, and budgets; installation, configuration, and data conversion/migration process management for the selected AMS; and implementation and training services process management to manage and maintain BRA’s assets, better forecast asset performance, schedule replacement criteria for assets, and provide long-term capital planning information to BRA’s management.

> **Project advisor for the Sonoma Water, California, Comprehensive Water System Master Plan.** The plan included development of base elements such as basis of costs, identification and

evaluation of project alternatives, and development of the recommended projects with associated planning level costs, Capital Improvement Program (CIP), and implementation schedule.

> **Asset management technical advisor for the California Water Service (Cal Water), California, Strategic Asset Management Plan project.** Carollo worked collaboratively with Cal Water staff to apply the ISO 55000 framework for a gap analysis, develop a strategic vision, improve the asset definition and hierarchy, update business risk protocols and capital planning practices, and prepare the SAMP. Additionally, our team worked with Cal Water to pilot condition assessment protocols.

> **Asset management technical advisor for the Citrus Heights Water District, California, Water System Master Plan.** This project consists of developing a comprehensive list of capital rehabilitation and replacement projects with drivers coming from future regulations, water demand projections, hydraulic capacity analysis, pipeline risk analyses, and supply and storage analyses. The project also includes collaborating with the District’s customer advisory board and conducting a SCADA and automated water service metering evaluation.

OTHER
ACCOMPLISHMENTS

"As Carollo's Project Manager for the Accelerated Meter Program, we appreciate how Felicia has fostered an integrated team between our staff, Carollo's team and our construction management team. With Carollo's support we've achieved new milestones in our GIS data management for tracking project progress and for updating our record data in better than half the time required."

– Michelle Carrey, City of Sacramento

Felicia L. James, PE, IAM^{diploma}

> **Condition assessment lead for the East Bay Municipal Utility District, California, SD-440 Remote Wastewater Facilities Improvements Project.** Felicia guided the condition assessment for three of the District's wet weather facilities. The project also includes engineering services for pre-design, detailed design, bid period support, and engineering services during construction.

> **Project manager for the City of Fairfield, California, 5-year Sewer Replacement Project.** Felicia applied an asset management risk analysis supported by CCTV condition data to identify and prioritize sewer replacement needs. She assigned replacement needs to capital plan projects to be developed into construction packages. Carollo developed the sewer replacement design and construction packages and will support the City through the bidding and construction phases.

> **Technical advisor for the City of Madera, California, engineering services for the installation of automatic meter reading water meters project.** Felicia developed a GIS database of water services for the field collection of condition, photos, and critical details for water services and meter locations. The resulting information was used to develop bid packages for construction.

> **Damage assessment lead for the County of Maui Department of Water Supply (DWS), Hawaii, Damage Assessment.** In August 2023, the Town of Lahaina faced significant devastation due to a fire, resulting in damage to critical infrastructure, including the water delivery system. This project aimed to catalog water system assets and evaluate the extent of the damage.

Substantial time was dedicated to on-site activities involving documenting damages and validating GIS representations of the system against real-world conditions. After the assessment, the assets were inventoried, and replacement costs were estimated.

> **Asset management lead for the Mesa Water District, California, 2024 Capital Improvement Program Update project.** The project included evaluating water demands and supply reliability, conducting field and desktop condition assessments for the transmission system piping, appurtenances, and cathodic protection systems. Additionally, hydraulic model calibration and distribution system analysis was completed. The project also included developing an asset management implementation plan roadmap and providing an overview of technological advancements that may impact Mesa Water in the next 10 years.

> **Condition assessment lead for the Napa Sanitation District, California, Kirkland Recycled Water Pipeline Rehabilitation project.** The project consisted of evaluating pipeline condition, evaluating existing and future hydraulic capacity, ranking critical issues, and recommending rehabilitation or replacement options for the pipeline.

> **Asset management lead for the City of Pleasanton, California, Water System Management Plan.** The project includes a condition assessment of the water facilities (booster stations, turnouts, reservoirs) and water distribution mains to develop prioritized renewal and replacement strategies for the 10-year capital improvement plan.



Michelle L. Eckard, PE

Michelle Eckard specializes in asset management within Carollo's Asset Management Group. She has a background in environmental engineering and 10 years of experience in water and wastewater facility assessments and investigations. Her asset management experience and engineering background combine to provide enhanced understanding of infrastructure assets that produce meaningful results for clients.



EDUCATION

BS Civil Engineering,
University of California,
Davis, 2015

LICENSES

Civil Engineer, California

CERTIFICATIONS

California Water Audit
Validator, American
Water Works Association,
California-Nevada
Section

PROFESSIONAL AFFILIATIONS

Society of Women
Engineers

American Water Works
Association

RELEVANT EXPERIENCE

> **Asset management support for the City of San Bernardino Municipal Water Department, California, 2024 SCADA, Instrumentation and Control System Master Plan project.**

Responsible for supporting the development of a master plan for the SCADA, I&C, and security systems for the City's potable water and wastewater facilities. Project includes field condition assessments and asset register development for import to the Department's Maximo® computerized maintenance management system.

> **Condition assessment support for the Mesa Water District, California, 2024 Capital Improvement Program Update project.**

The project includes evaluating water demands and supply reliability, conducting field and desktop condition assessments for the transmission system piping, appurtenances, and cathodic protection systems. Additionally, hydraulic model calibration and distribution system analysis was completed. The project also included developing an asset management implementation plan roadmap and providing an overview of technological advancements that may impact Mesa Water in the next 10 years.

> **Asset management support for a private sector client, Colorado, Wastewater Treatment Condition Assessment project.**

Project consisted of conducting field condition assessments of treatment facilities, identifying applicable code and regulation impacts, and developing a cost profile for rehabilitation and replacement projects.

> **Project engineer for the East Bay Municipal, California, Wet Weather Facilities Improvements.**

This project included condition assessment, design, and construction of three large wet weather facilities, an additional pump station, an exposed pipe crossing, dichlorination facilities, and piping within a vault. Major project components include replacement of sodium hypochlorite and sodium bisulfide tanks, flow meters, concrete and liner repair, washdown monitor replacements, perimeter security system, and other miscellaneous improvements.

> **Project engineer for Sonoma Water, California, Asset Management (AM) Program Development, and Implementation.**

This phased project started with the development of an AM program framework, which is now being implemented. The project includes development of AM plans (including condition assessments) for each water and wastewater facility, an evaluation of computerized maintenance management systems and implementation of NexGen®, development of data visualization software, and improved data management.

> **Project engineer and assistant project manager for City of Sacramento, Asset Management Program Development**

which includes development of an Asset Management Framework and Plan for the City's water system that aligns with ISO 55000 standards for asset management.

Michelle L. Eckard, PE

> **Condition assessment lead for Sonoma Water, California, Master Plans for Sonoma Valley Wastewater Treatment Plant and Airport-Larkfield-Wikiup Wastewater Treatment Plant.**

The project includes condition assessments of each plant. The results are incorporated into an asset management plan that prioritizes rehabilitation and replacement needs by risk. The findings are grouped into capital improvement projects for the master plans.

> **Condition assessment lead for West County Wastewater's 2024 Master Plan.** The project includes the assessment of the Water Quality and Resource Recovery Plant and the collection system. The findings are incorporated into the capital improvement program within the master plan.

> **Assistant project manager and asset management support for the City of Roseville, California, Barton Road Water Treatment Plant Condition Assessment.** This project involved conducting visual assessments of treatment plant assets followed by more detailed, invasive inspection of concrete structures and the filters. The assessment results were incorporated into an asset management framework to prioritize rehabilitation and replacement needs. The project also includes integrating the asset management results with the City's Maximo® maintenance management system.

> **Condition assessment lead for the City of Pleasanton, California, Water System Management Plan.** The project includes a condition assessment of the water facilities (booster stations, turnouts, reservoirs) and water distribution mains to develop prioritized

renewal and replacement strategies for the 10-year capital improvement plan.

> **Condition assessment lead for the City of Chico, California, Sanitary Sewer Master Plan Update.** The project includes the condition and risk assessment of 18 lift stations with recommendations for reliable, sustainable, cost-effective operation or removal from service.

> **Project engineer for Placer County Water Agency, California, I-80 Pipeline Crossings Condition Assessment Project.** A desktop analysis supported by non-invasive field visits for raw and treated water crossings. The project resulted in a prioritized list of pipelines for maintenance and reinvestment needs.

> **Project engineer for condition assessment for Valley Water, California, Water Treatment Master Plan Implementation.** This comprehensive and integrated master planning project involved field condition assessments of three water treatment plants and one water purification center, process evaluations, and a prioritized list of capital improvement projects. Condition assessments were coordinated with the agency's Maximo® CMMS and Valley Water's Asset Management Planning Tool.

> **Asset management support for the El Dorado Irrigation District, California, Water Treatment Plant Condition Assessments.** The project involves a detailed asset inventory review, field condition assessment of four treatment facilities, and treatment process evaluation. A risk-based asset management framework was developed to prioritize capital improvement projects and operations and maintenance improvement strategies.



EDUCATION

MS Environmental Engineering, San Diego State University, 2014

BS Civil Engineering, California State University, Chico, 2012

LICENSES

Professional Engineer, California

CERTIFICATION

California State Water Resources Control Board, Grade V Wastewater Treatment Plant Operator

California Department of Health Services, Grade T2 Water Treatment Operator

California Department of Health Services, Grade D2 Water Distribution Operator

PROFESSIONAL AFFILIATIONS

California Water Environment Association

Blaine Stone, PE

Blaine Stone is a wastewater operations specialist and holds a valid California Grade V Wastewater Treatment Plant Operator Certification as well as a California Professional Engineer's License. He specializes in start-up, commissioning, and troubleshooting of water and wastewater treatment plants. His experience encompasses commissioning of water and wastewater facilities, water and wastewater process control, preparation of operation and maintenance manuals, wastewater treatment plant operation and maintenance, wastewater collections operations, laboratory analyses, and water distribution operations. Blaine also regularly conducts process control and operational training for a variety of audiences including operations and maintenance personnel, instrumentation and control technicians, electricians, as well as those in managerial roles. Over the course of his career, Blaine has also conducted/lead approximately twenty tracer studies at various locations and has extensive experience in the design-build project delivery method for wastewater projects.

RELEVANT EXPERIENCE

> **Startup and commissioning for the University of California, Davis, California, Davis WWTP Facility Planning.** Carollo led facility planning and design for the replacement of the University of California, Davis WWTP's UV disinfection system. Services included evaluation of alternatives, hydraulic modeling, and structural modifications to accommodate a new UV system. Provided phased installation planning, electrical design, and regulatory support to maintain continuous plant operations and meet future treatment requirements.

> **Startup and commissioning for the City of Palo Alto, California, Secondary Expansion Construction Management.** This project involves upgrades to the City's Regional Water Quality Control Plant to produce treatment effluent with reduced total nitrogen content, increase treatment capacity, and rehabilitate aging infrastructure. The construction requires extensive temporary bypass pumping from the primary sedimentation tanks to the new aeration tank influent channels, temporary blowers, temporary piping, and temporary power and controls to occur in series over the first four years of construction. Carollo is providing CM

services, including construction management, resident engineering and inspection. CM services include but not limited to on-going constructability reviews, field coordination with plant staff and contractor, RFI responses, and resolution of field issues.

> **Startup and commissioning for the City of Palo Alto, California, 12KV Power Distribution Upgrades Phase 1 Construction Management Services.** Carollo provided construction management for the project which included removal and replacement of aging electrical infrastructure and relocation of motor control center lineups out of the floodplain. Responsibilities included contractor coordination, schedule and cost management, and field inspection to support reliable power distribution and operational resilience.

PREVIOUS EXPERIENCE

> **Start-up and commissioning lead for the Joint Powers Authority, Santee, California, East County Water Purification Project.** This Progressive Design-Build project includes the design and construction of a new 15 MGD advanced water treatment plant for the Joint Powers Authority in the East San Diego area. The Project will treat the East County's wastewater locally and

AWARDS

California Water Environment Association, Engineering Achievement Award, 2017

California Water Environment Association, Northern Sacramento Valley Region, Operator of the Year, 2011

Blaine Stone, PE

implement potable reuse by producing advanced treated water from the facility. The treated water will be pumped to Lake Jennings Reservoir for surface water augmentation. Blaine is responsible for input on the design from an operator's perspective as well as preparing the start-up and commissioning plan. Blaine eventually will lead the start-up and commissioning of the new equipment and processes once constructed.

> **Process lead for the Veolia Water, Springfield, Massachusetts, Springfield Regional Wastewater Treatment Facility.** This Design-Build project includes converting the existing aeration basins from the typical plug flow configuration to a hybrid steep-feed configuration. This was done to provide more reliable control during wet weather events and to meet future nitrogen removal requirements. Responsible for preparing/updating the operation and maintenance manuals for the areas that were upgraded, preparing various commissioning plans, as well as assisting the operations staff with process control during the start-up and commissioning of the new equipment. Will also oversee the final 30-day acceptance test and prepare the operations and maintenance manuals.

> **Start-up and commissioning lead for the City of Stockton, California, Stockton Regional Wastewater Control Facility.** This Design-Build project includes many upgrades to the secondary and tertiary facilities to meet future nitrogen removal requirements. Blaine is responsible for preparing the start-up and commissioning plan as well as assisting the operations staff with the start-up and commissioning of the new equipment during the phased construction approach. Blaine will also be overseeing the final 30-day

acceptance test and preparing the operations and maintenance manuals for this project.

> **Start-up and commissioning lead, Rialto Water Services, Bloomington, California, Rialto Wastewater Treatment Plant.** This Design-Build project included upgrades to the largest plant on site (Plant 5) to meet future flow demands and allow the client to decommission the old and out of date plants (Plants 1 through 4). This project added capacity all throughout Plant 5 to increase the plant capacity by approximately 50%. Blaine was responsible for preparing the start-up and commissioning plan for the areas that were upgraded as well as assisting the operations staff on-site with the start-up and commissioning of the new equipment. Overseeing the final 30-day acceptance test for the liquid stream processes was also included in this project. Blaine conducted the tracer study that was completed on the new chlorine contact tank.

> **Start-up and commissioning engineer, City of Newport Department of Utilities, Rhode Island, Newport Water Pollution Control Facility.** This Design-Build project included many upgrades to the liquid and solid stream processes to increase plant capacity and modernize the facility. Blaine was responsible for preparing/updating the operation and maintenance manuals for the areas that were upgraded as well as assisting the operations staff with the start-up and commissioning of the new equipment. Blaine oversaw the final 60-day acceptance test for the liquid stream processes.



James A. Doering, PE, SE

James Doering, a registered structural and civil engineer, is Carollo's structural lead engineer in Southern California. He manages structural design and evaluations for large and small projects. He has 28 years of experience in structural analysis, design, seismic retrofit, rehabilitation, review, and condition assessment for a variety of structures, such as wastewater and water treatment facilities, pump stations, reservoirs, tanks, clarifiers, large pipe supports, retaining walls, operations and maintenance facilities, office buildings, parking structures, post tensioned concrete structures, retail shopping centers, and warehouses.



EDUCATION

MS Civil Engineering,
University of California,
Berkeley, 1994

BS Civil Engineering,
University of California,
Irvine, 1993

LICENSES

Structural Engineer,
California, Oregon,
Georgia, Hawaii,

Civil Engineer, California

Civil/Structural Engineer,
Washington

Professional Engineer,
Utah, Colorado,
Tennessee, Georgia,
Pennsylvania,

PROFESSIONAL AFFILIATIONS

American Concrete
Institute

American Institute of
Steel Construction

American Society of Civil
Engineers

RELEVANT EXPERIENCE

> **Lead structural engineer for the County of San Luis Obispo Los Osos Water Reclamation Facility.** The project included a new 3-mgd wastewater treatment plant with headworks, oxidation ditch, secondary clarifiers, equalization pond, digester, solids handling, blower building, electrical building, and administrative/maintenance facilities. Challenges at the site included high seismicity and expansive soils.

> **Oceanside, California, San Luis Rey Water Reclamation Plant Expansion.** The project included a flash mix pump station for chemical addition, chemical storage and pumping facility, and pump station design for process feed water, drainage pump stations, and plant water reuse pumps. A new electrical and controls building was designed to house the new electrical equipment and provide controls and monitoring to match and communicate with the existing SCADA system.

> **Structural engineer for the Planning Analysis for West Point Digestion Capacity for King County, Washington.** The study involved a seismic resiliency evaluation of (6) 100-ft diameter prestressed concrete digesters and (2) digester control buildings. The digesters were evaluated per ACI 350 and AWWA D110. The buildings were evaluated per ASCE 41-17, Tier 1. A thermal analysis was also conducted to evaluate

performance if the digesters were converted from mesophilic to thermophilic operation. Findings and recommendations were summarized in a report.

> **Structural engineer for the RP-4 Primary Clarifier and Process Rehabilitation Project, Inland Empire Utilities Agency, Rancho Cucamonga, California.** This project included condition assessment and repair of the existing influent pump station, grit chambers, primary clarifiers 1 and 2, primary influent diversion structure, and aeration basins. Improvements included repair of damaged concrete surfaces with a high-strength cementitious mortar and application of a protective coating. Work was sequenced and included bypass pumping to maintain plant operations.

> **Structural engineer for the City of Wilsonville, Oregon, Wastewater Treatment Facilities Plan 2020.** A seismic evaluation using ASCE 41-17 for the buildings and ACI 350 for water-bearing structures was performed to assess whether facilities at the City's wastewater treatment plant are capable of meeting state of Oregon resiliency goals considering a M9.0 Cascadia Subduction Zone (CSZ) earthquake. Vulnerabilities and mitigation recommendations were summarized in a technical memorandum.

> **Structural engineer for the 2019 Cogen Building Emergency Structural**

OTHER
ACCOMPLISHMENTS

"Without a doubt James Doering added a tremendous value to the Carollo team and was absolutely a contributing factor to the overall success of these critical projects at the EWPCF."

- James Kearns, Capital Projects Manager, Encina Wastewater Authority, referring to the EWPCF Influent Junction Structure Rehab and Ocean Outfall-Landfall Inspection projects

James A. Doering, PE, SE

Repairs for Encina Wastewater Authority at the WPCF in Carlsbad, California. The existing Cogen Building had sustained severe deterioration of the west bearing wall due to chloride attack from salt-laden condensate. The building was shored-in-place and about 1,000 sf of the west wall was replaced. Work was sequenced to allow for continuous plant operation. This project received the 2023 APWA Honor Award in the category of Disaster or Emergency Construction/Repair.

> **Structural engineer for the Rattlesnake Reservoir Chlorine Gas System Removal for IRWD in Irvine, California.** The project involved the replacement of a chlorine gas system with sodium hypochlorite treatment within an existing CMU building. A new containment area with horizontal cylinder tanks was installed in the room that formerly housed the chlorine gas.

> **Structural engineer for the Initial Disinfection Facility Sodium Hypochlorite Storage and Feed System for IRWD in Santa Ana, California.** The project involved the replacement of a chlorine gas system with sodium hypochlorite treatment within an existing CMU building. A new containment area with vertical FRP storage tanks was installed in the room that formerly housed the chlorine gas.

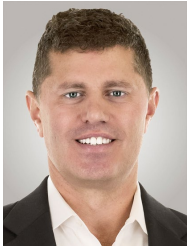
> **Structural engineer for the Primary Disinfection Facility Sodium Hypochlorite Storage and Feed System for IRWD in Santa Ana, California.** The project involved the replacement of a chlorine gas system with sodium hypochlorite treatment within an existing CMU building. A new containment area with horizontal cylinder storage tanks was designed to be constructed within the room that formerly housed the chlorine gas. Other

work includes demolition of a portion of the building and seismic retrofit of the steel braced frames.

> **Structural engineer for the Central Utah Water Conservancy District, Utah, Don A. Christiansen Regional Water Treatment Plant 15 MG Reservoir Seismic Evaluation, Condition Assessment, and Improvement.** The project involved the seismic evaluation of the existing 318-ft diameter, hopper-bottom, circular, prestressed concrete tank. Improvements included concrete repairs, resealing joints, replacing pipe supports, and installing new baffle curtains with containment curbs.

> **Structural engineer for the Jordan Valley Water Conservancy District, Utah, Jordan Valley Water Treatment Plant Filter and Chemical Feed Upgrades.** To support growing peak day demands and enable treatment of a new water supply, the District is expanding the JWVWTP from its current 180 mgd capacity to a future capacity of 255 mgd. The project will modify and re-rate the existing filters to achieve plant expansion and provide new and expanded operator-friendly chemical feed systems. The project includes preliminary design, final design, and construction services.

> **Structural engineer for the AWT Recycled Water Demonstration Facility for the Metropolitan Water District of Southern California, located at the Sanitation Districts of Los Angeles County, A.K. Warren Facility (formerly the Joint WPC Plant) in Carson.** The \$14 million project includes aeration tanks, chemical containment slabs, process equipment support, and a 50 ft x 160 ft open canopy founded on drilled concrete caissons.



Erik M. Bahneman, PE

Erik Bahneman has 18 years of experience in the design of electrical, instrumentation, and control systems for water and wastewater projects, including switchgear, motor controls, instrumentation, and supervisory control and data acquisition (SCADA) systems. His experience includes the coordination of electrical work with civil, structural, and mechanical work, during both the design and construction phases of a project.



EDUCATION

BS Electrical and Electronic Engineering, California State University, Sacramento, 2008

LICENSES

Electrical Engineer, California

PROFESSIONAL AFFILIATIONS

Institute of Electrical and Electronic Engineers

RELEVANT EXPERIENCE

> **Tahoe Public Utility District, California, Wastewater Treatment Plant Blower System Emergency Power and Secondary Clarifiers Rehabilitation.**

Carollo provided preliminary design, final design, and bidding services for work associated with the addition of a new diesel-powered emergency standby generator for the aeration process and rehabilitation of Secondary Clarifiers Nos. 1 and 2.

> **Electrical engineer for the San Francisco Public Utilities Commission (SFPUC), California, Southeast Plant's new 250-mgd Headworks project.** The project replaced two existing headworks facilities with a single new headworks to significantly increase screening and grit removal and to provide plant staff and the surrounding community with the highest level of standards for reliability, aesthetics, odor control, and noise abatement. Headworks facilities included an influent junction/metering structure, bar screen facility, screenings handling, grit basins, grit handling, flow splitting/distribution structures, odor control scrubbers, chemical addition, and electrical/control buildings.

> **Lead electrical engineer for the Sacramento Area Sewer District (SacSewer), formerly Regional San, California, EchoWater Project \$400 million Tertiary Treatment Facilities Project (TTF).** TTF provided filtration and disinfection of secondary effluent to a level equivalent to Title 22 requirements for tertiary disinfected recycled water for unrestricted reuse. TTF included a 330-

mgd filter influent pump station, 217 mgd of granular media filters, backwash equalization and treatment, chemical feed systems, covered disinfection contact basin, three electrical substations, and a new area control center.

> **Electrical engineer for the Sacramento Area Sewer District 9Sac Sewer), formerly Regional San, California, EchoWater Project \$130 million Flow Equalization Project (FEQ).** FEQ provided an additional 110 MG of storage capacity for the facility. Additional features included roller-compacted concrete lined basins, spillways and interconnections structures, an 84-inch diameter final effluent distribution pipeline, underdrain pump station, and a basin washdown system. The washdown system consisted of manual and automated water cannons for efficient washdown of 60 acres of basin area.

> **Lead electrical engineer for the Sacramento Area Sewer District (SacSewer), formerly Regional San, California, EchoWater Project \$50 million Nitrifying Sidestream Treatment Project (NST).** NST used nitrifying sequencing batch reactors to reduce ammonia in the solids treatment system supernatant necessary to meet interim permit conditions. It produces nitrate-rich effluent for odor control. NST includes influent and effluent pumping and lime addition. The project was accelerated to save \$1.1 million per year in avoided sodium hypochlorite costs.

Erik M. Bahneman, PE

> **Electrical engineer for the Sacramento Area Sewer District (SacSewer), formerly Regional San, California, EchoWater Project Return Activated Sludge Pumping Project (RAS).** To meet new 2010 requirements for the State of California, SacSewer implemented the \$2 billion EchoWater Program. Carollo designed the \$28.8 million RAS project that replaced 48 activated sludge pumps (210 mgd of total capacity), designed to deliver the higher flow and head conditions required by the new biological nutrient removal process. The project also included above-ground piping, valves, and flow meter replacement; pump cans and underground piping replacement; and mixed liquor channel improvements.

> **Electrical engineer for the City of Fresno, California, Fresno-Clovis Regional Water Reclamation Facility Sidestream Treatment.** This project included the pilot, design, and engineering services during construction for the ANITA Mox system.

> **Lead electrical engineer for the West County Wastewater, California, Electrical Replacement.** Erik designed the replacement and relocation of an existing 480V switchgear lineup serving the majority of the plant's motor control centers. He developed a detailed construction sequencing plan designed to minimize the disruption to plant operations, and contributed to a plan for replacing the majority of the plant's motor control centers.

> **Lead electrical engineer for the Napa Sanitation District, California, Phase I Recycled Water Expansion.** Carollo designed the power distribution systems, motor controls for a secondary effluent pump station, pond pump station, chlorine contact basin

modifications, new dissolved air floatation clarifier with support facilities, two new filters, and filter facilities expansion.

> **SCADA engineer for the City of Patterson, California, Wastewater Treatment Plant.** Erik developed a new Inductive Automation SCADA application to replace the existing Wonderware graphics and incorporate the older facility, which had no previous networking. The pre-existing look and feel were blended with the improved features of Inductive Automation for a seamless transition to a higher quality product that displayed more information in clearer fashion.

> **Instrumentation engineer for the Placer County Sewer Maintenance District, California, Wastewater Treatment Plant Upgrade and Expansion.** Erik designed instrumentation upgrades for most of the plant facility, including new facilities for biological removal of nutrients and a new ultraviolet disinfection system. He authored specifications including complete, detailed control strategies for plant processes, and wrote addendums for electrical specifications.

> **SCADA engineer for the City of Rio Vista, California, Northwest Wastewater Treatment Facility.** Erik developed a new SCADA application and SCADA alarm auto dialer system, including integration of several third-party systems. He prepared specification and process and instrumentation drawings. The new SCADA system incorporated a remote influent pump station, headworks, screenings units, anoxic and aeration basins, membrane system, recirculation pump station, waste sludge pump station, belt filter press, UV system, reclaim water pump station, and solar dryer system.



EDUCATION

BS Mechanical
Engineering Technology,
California State
University, Sacramento,
2000

LICENSES

Electrical Engineer,
California

Daniel S. Robinson, PE

Daniel Robinson has 27 years of electrical and control systems experience in the water and wastewater industry. His experience includes supervising engineering teams, training new engineers, and developing engineering standards. Along with proficiency in AutoCAD Electric, Excel, Access, and SharePoint, Mr. Robinson's engineering skills include 480VAC electrical distribution systems; variable frequency drives (VFDs), reduced voltage soft starter (RVSS), and full-voltage (FV) motor control design; programmable logic controller (PLC) and industrial control panel design; control system architecture; serial, Ethernet, and radio communication; process instrumentation requirements; water/wastewater treatment processes; project management; UL, NEC, NEMA, and NFPA 70E requirements; and relay and ladder logic.

Mr. Robinson's primary responsibilities have included review of contractor plans and specifications and development of equipment packages to meet requirements; negotiation of changes, schedules, and equipment with customers, vendors, and end users; design of switchgear, motor control centers (MCCs), PLC panels, and instrumentation, control, and communication systems; creation of interconnection diagrams for power and control wiring between project equipment; creations of input/output (I/O) lists, loop diagrams, training documents, and factory and field test documentation; and development of control system descriptions, operations and maintenance (O&M) manuals, and load, thermal, and sizing calculations.

Mr. Robinson managed a design team to create, implement, and train an entire engineering department for transitioning to an electronic submittal process. He has been responsible for hundreds of projects as an engineering manager/supervisor.

RELEVANT EXPERIENCE

> **Instrumentation engineer for the South Tahoe Public Utility District, California, Wastewater Treatment Plant Blower System Emergency Power and Secondary Clarifiers Rehabilitation.**

Carollo provided preliminary design, final design, and bidding services for work associated with the addition of a new diesel-powered emergency standby generator for the aeration process and rehabilitation of Secondary Clarifiers Nos. 1 and 2.

> **Instrumentation engineer for the American Valley Community Services District, California, Quincy-East Quincy Wastewater Treatment Plant Improvements.**

Carollo provided engineering services during construction and full-time, onsite construction management and inspection services for the fast-track AVCSD \$41 million WWTP

Improvements project. Upgrades included a new grit and screenings removal facility, new AeroMod secondary treatment and solids digestion facility, new solids dewatering facilities, equalization basin improvements, chlorine contact basin and chemical system improvements.

> **Instrumentation and controls engineer for the City of Livermore, California, Primary and Secondary Treatment Improvements.**

Design and construction services for replacement of various older existing power distribution components such as MCCs, panelboards, lighting transformer transformers, controls panels, and instrumentation. This project also included major upgrade to power, control and communication circuits across the plant.

Daniel S. Robinson, PE

> **Instrumentation and controls engineer for the City of Roseville, California, Dry Creek Wastewater Treatment Plant MCC and Switchgear Replacement Design-Build project.** The project includes replacement of five motor control centers and one switchgear at the City's Dry Creek Wastewater Treatment Plant. Carollo is providing design and engineering services during construction to the lead design-builder, Auburn Constructors.

> **Instrumentation and controls engineer (I&C) for the City of Roseville, California, Pleasant Grove Wastewater Treatment Plant UV Replacement.** The project included evaluation of UV alternatives, CFD modeling, design, engineering services during construction, start up and commissioning, and regulatory support and permit modifications for Title 22 recycled water production and wet weather discharge to surface water. Responsible for assisting the lead I&C engineer with the initial phase of the I&C design, attending local meetings, and site inspection.

> **Instrumentation and controls engineer for the Sacramento Area Sewer District (SacSewer), formerly Regional San, California, EchoWater Project Nitrifying Sidestream Treatment Project (NST).** NST uses sequencing batch reactors to treat high ammonia loads being returned to the Sacramento Regional Wastewater Treatment Plant from the solids storage basins. The high nitrate NST effluent will then be used for odor control in the influent interceptor to offset the cost of sodium hypochlorite. The project includes influent and effluent pumping, sequencing batch reactors, effluent flow equalization, lime feed for alkalinity control, aeration blowers, and associated electrical and

instrumentation systems. NST must interface with several other EchoWater projects, including Site Preparation, Flow Equalization, Disinfection Chemical Storage, and Biological Nutrient Removal/Primary Effluent Pump Station.

> **Instrumentation and controls engineer for the Sacramento Area Sewer District (SacSewer), formerly Regional San, California, EchoWater Project Tertiary Treatment Facilities Project (TTF).** TTF will provide filtration and disinfection of secondary effluent to a level equivalent to Title 22 requirements for tertiary disinfected recycled water for unrestricted reuse. Tertiary facilities include a 330-mgd filter influent pump station, 217 mgd of granular media filters, backwash equalization and treatment, chemical feed systems, covered disinfection contact basin, and new area control center.

> **Instrumentation and controls engineer for the Sacramento Area Sewer District (SacSewer), formerly Regional San, California,, EchoWater Project Flow Equalization Project (FEQ).** The \$158 million FEQ involves increasing the storage capacity of the existing emergency storage basins (ESBs) by 110 MG, lining the ESBs with roller compacted concrete, and installing new 84-inch-diameter basin interconnection piping, basin washdown system with an 8,000 gpm pump station and washdown monitors, and basin underdrain system and associated pump station to protect the liner from groundwater uplift.



Elise N. Moore

Elise Moore is a dedicated and results-driven Project Manager with a diverse background in construction management and supervisory control and data acquisition (SCADA) programming. Over her 19-year career with Carollo, she has demonstrated exceptional skills in overseeing projects, managing resources, and ensuring successful project delivery. Her unique blend of field and technical experience makes her a valuable asset in leading and delivering complex initiatives.



EDUCATION

Coursework

- Sierra College
- Sacramento City College

Training

- Wonderware Intouch SCADA Part 1
- Wonderware System Platform 2020
- Rockwell Studio 5000
- Rockwell PlantPAx
- Ignition Core Components
- Schneider CitectSCADA
- GE iFIX, Fundamentals and Advanced

CERTIFICATIONS

- Wonderware Intouch Certified Developer
- Wonderware Historian Certified Developer
- Trihedral VT SCADA Certified Programmer
- Ignition Core Certified Developer

RELEVANT EXPERIENCE

> **Project engineer for the North of River Sanitary District (NORS), California, SCADA Master Plan.** Carollo developed a SCADA Master Plan in coordination with a preliminary wastewater treatment facility (WWTF) upgrade design and NORS operations center improvements. NORS's ultimate goal was to optimize the SCADA system using a standardized approach and take advantage of new technologies while identifying ways to minimize the overall cost of ownership, maintenance, and security risks to the project.

> **Assistant project manager and SCADA specialist for the North of River Sanitary District (NORS), California, SCADA Master Plan.** The project involved developing a standard approach to optimize the SCADA system and take advantage of new technologies while identifying ways to minimize the overall cost of ownership, maintenance, and security risks to the project through the development of standards. Project goals included establishing the current condition of the SCADA system's components, identifying operational requirements and information/control needs, defining communication standards, recommending SCADA system upgrades, and identifying system-wide hardware, software, and communication networks for future expansion of the treatment facility and conveyance systems.

> **Assistant project manager and I&C specialist for the El Dorado Irrigation**

District, California, Wastewater Collection System Radio Path Design.

The project involved virtual pathloss modeling of the radio network for 69 wastewater remote sites using licensed 900MHz Aprisa 4RF radio communication links back to the central wastewater SCADA/HMI system.

> **Project manager and lead programmer for the Modesto Irrigation District, California, Ripon Power Generation Plant iFix Upgrade.** The project involved replacing three redundant server/client nodes with a single redundant pair, upgrading from Fix32 to iFix 5.8, replacing a legacy Woodward input/output server with GE's IGS server, and migrating historical data. The upgrade was done in tandem with the City's existing SCADA system with zero interruption to the plant's operation. Carollo has maintained an ongoing support services contract since completing the upgrades in 2017.

> **Lead programmer for the City of Palm Springs, California, Palm Springs/Veolia Wastewater Treatment Plant Upgrade.** Carollo provided design and engineering services during construction for a design-build project managed by Veolia Water for the City of Palm Springs. The project involved construction of several new replacement facilities at the wastewater treatment plant, including influent sewer, headworks, septage receiving station, influent pump station, primary clarifiers, scum pump station, primary sludge pump station, primary sludge de-

Elise N. Moore

gritting, gravity thickener cover, foul air treatment facility, and new electrical building. Responsible for converting the plant SCADA application from RSView32 to FactoryTalk View SE and adding new HMI screens for the headworks upgrades. Also provided operator training, startup and testing, and operations and maintenance manual/standards development.

> **Assistant programmer for the Fairfield-Suisun Sewer District, California, Wet Weather Improvements.**

Carollo designed new SCADA screens and tags for the existing FactoryTalk View SE 6.0 application and facilitated startup of the new system.

> **Junior programmer for Pierce County, Washington, Chambers Creek Wastewater Treatment Plant UV Upgrade.**

Carollo worked alongside the manufacturer's PLC programmer to modify existing Cimplicity graphics to reflect the new UV process. Assisted with the factory acceptance testing and led the UV site acceptance testing, as well as integration and startup.

> **Lead programmer for the Sarasota County Environmental Services, Florida, Core SCADA System Upgrade.**

Carollo designed and implemented a SCADA upgrade project to the latest Aveva platform. From this core improvements project, Carollo has ongoing projects with the County to upgrade individual stations to improve reliability, communications, and modernize additional facilities, including:

- Design and implementation of upgrades to the PLC and communications at Pump Stations 2 and 6, consisting of ControlLogix® PLCs and the addition of backup cellular communication.

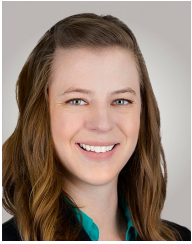
- Upgrades to nine vacuum stations where Carollo has designed PLC upgrades to the panels, general panel cleanup, and additional safety hardware inside the panels.

- Staff augmentation to assist the County by providing on-call project management and PLC/SCADA programming services.

> **Lead programmer for the City of Roseville, California, Aquifer Storage and Recovery Well and Pump Station.**

Carollo provided programming services for the City of Roseville, California, ASR Wells. Carollo's programming staff worked with City staff, ASR Systems, the contractor, and the system integrator to provide seamless integration of the SCADA programming for the wells. The project involved developing templated programs based on the City's existing standards to the six new ASR wells injecting treated water from Folsom Lake. HMI screens were programmed in iFix 6.0 and integrated into the City's existing SCADA application.

> **Lead programmer for the City of Aurora, Colorado, North Campus Electrical Phase II.** Carollo designed electrical panel improvements for the existing 17 wells comprising the existing North Campus supply. These improvements were required to improve electrical safety and standardize equipment for SCADA control across the existing North Campus well field. This included the separation of power from control for arc-flash safety and the re-programming of each well to provide consistency across the well field and the City. Control narratives were developed to simplify and optimize operation based on experience from historical production.



EDUCATION

MS Civil and Environmental Engineering, Stanford University, 2015

BS Civil and Environmental Engineering, University of Illinois at Urbana-Champaign, 2014

LICENSES

Civil Engineer, California

CERTIFICATIONS

Certified, Envision™ Sustainability Professional, Institute for Sustainable Infrastructure, 2020

PROFESSIONAL AFFILIATIONS

American Water Works Association – Climate Change Committee Chair

Rachel S. Duncan, PE, ENV SP

Rachel Duncan is a civil engineer who specializes in climate change vulnerability assessments for water and wastewater infrastructure and water supply planning projects with an emphasis on climate change impact modeling and analysis, alternatives analysis, and decision modeling. She has additional experience in recycled water project planning and design, permitting, funding, and hydraulic modeling. Rachel is a graduate of Stanford University's Sustainable Design and Construction program with a focus in water resources. Her studies at the University of Illinois at Urbana-Champaign centered on sustainable and resilient infrastructure systems as well as environmental economics and law.

RELEVANT EXPERIENCE

> **Senior Engineer for the One Water Plan, Palo Alto, California.** This plan is a 20-year adaptable roadmap for the implementation of prioritized water supply and conservation portfolio alternatives. The Plan will address how the City can mitigate the impact of future uncertainties, such as severe multi-year droughts, changes in climate, water demand, and regulations through integrated water resources supply planning. Rachel is leading the effort to develop water supply and conservation options, define evaluation criteria to evaluate these options, and create a model of Palo Alto's water supply system to test current and potential future water supplies for reliability and other identified criteria. Rachel developed estimated yields, costs, and implementation timelines associated with eight specific conservation measures and programs.

> **Senior Engineer for the Master Water Report and Information System, San Luis Obispo County, California.** Carollo is developing a comprehensive digital information management system for the County's water resources data, including a "living" Master Water Report that incorporates up-to-date data and water resources analysis. Rachel is leading the development of the Master Water Report update and integration with the DIMS tool. The Master Water Report accounts for the quantity and

resilience of supplies and the urban, rural, agricultural, and environmental demands throughout the County to assess potential additional supply needs in the future.

> **Technical lead for the One Water Honolulu Plan, City and County of Honolulu, Hawaii.** The One Water Plan includes the evaluation of the impacts of climate threats, including sea level rise, flooding, drought, and extreme heat, to the City's critical water, wastewater, and stormwater infrastructure. Rachel is leading efforts to develop the Climate Change Adaptation Framework for the One Water Plan, which includes conducting a risk assessment of the impacts of climate threats to critical infrastructure across Oahu, developing adaptation strategies to address identified risks, and identifying and prioritizing projects to include in a One Water CIP. This collaborative effort brings together representatives for eight different City departments to make decisions together to increase the resilience of water infrastructure to climate impacts across Oahu.

> **Lead engineer for the Climate Change Vulnerability Assessment and Resilience Plan for the Sand Island Wastewater Treatment Plant and Sewer Basin Facilities Plan, City and County of Honolulu, Hawaii.** Carollo evaluated the vulnerability of Honolulu's wastewater system to flooding and coastal erosion

Rachel S. Duncan, PE, ENV SP

impacts due to climate change. Rachel identified local climate planning requirements, available climate and flooding modeling resources, and the latest science available to characterize climate change impacts to flooding and coastal erosion threats through 2100. The degree to which these threats would impact vulnerable components of wastewater facilities was evaluated based on expected inundation depths and erosion extent compared to facility elevation data determined from site visits and record drawings. Rachel recommended adaptation measures to be included in the City's capital improvement program to increase the resilience of vulnerable facilities.

> **Lead engineer for the Climate Change Risk Assessment and Adaptation Framework, California Water Service.** This Plan includes a review of existing vulnerability assessments and adaptation planning efforts, a vulnerability assessment of Cal Water's infrastructure, operations, and services, and an assessment of climate change impacts to water supply and demand. Rachel led the water supply and demand assessment and analyzed how climate change is expected to impact surface water, groundwater, and imported water supplies. The expected impact to each water supply source was compared across all Districts to allow for the prioritization of Districts to mitigate near-term, medium-term, and long-term impacts. The project team is developing adaptation strategies to reduce vulnerability to climate threats, prioritizing strategies based on adaptation pathways and investment considerations.

> **Task Lead for the Climate Adaptation Plan for the Regional Water Quality Control Plant Long Range Facilities Plan Update, City of Palo Alto,**

California. Carollo developed this Long Range Facilities Plan Update as a roadmap for the City's wastewater treatment plant updates over the next 50 years. Rachel led the development of the Climate Adaptation Plan to address increasing flood risks and sea level rise at the wastewater treatment plant through 2075. This included a detailed vulnerability assessment and recommendation of a design flood elevation for future improvements. Rachel's team evaluated four adaptation alternatives, including a hybrid levee, perimeter floodwall, and asset-level flood-proofing, based on environmental impacts, technical feasibility, cost, and operational impacts. The Plan recommends a phased adaptation strategy, starting with near-term asset protection and progressing to long-term site-level measures, with a strong emphasis on prioritizing regional solutions to support the RWQCP's continued operation in the face of climate change.

> **Lead Engineer for Sea Level Rise Facilities Assessment and Policy Implementation Guidance, San Mateo County, California.** Carollo managed the development and integration of a county-wide framework to support departmental compliance with a mandatory Sea Level Rise policy for all capital projects. This initiative involved reviewing national best practices and creating custom, multi-section Coastal Risk Assessment Checklists, an accompanying geospatial tool for risk screening and adaptation planning, guidebook for the use of the checklist and tool, and staff training for the use of these resources.



EDUCATION

BS Civil Engineering,
South Dakota School of
Mines and Technology,
1995

LICENSES

Professional Engineer,
Colorado

Jason Rozgony, PE

Jason Rozgony has 30 years of experience specializing in cost estimating for water and wastewater treatment plants, pump stations, and distribution systems. He manages Carollo's company-wide cost estimating standards and has extensive experience with Construction Manager at-Risk (CMAR) delivery. Jason completed more than 150 bids for design-build and fixed-price construction projects and prepared hundreds of CMAR Bid Packages and Guaranteed Maximum Price (GMP) proposals.

Prior to his cost estimating experience, Jason worked as a project engineer, superintendent, and construction manager on a variety of water treatment and remediation projects in Illinois, Texas, Michigan, Iowa, Missouri, Connecticut, Colorado, Utah, and Wyoming. Since transitioning from a construction operations role to cost estimating, he and his teams have developed at-risk bids and GMP proposals exceeding \$2 billion for water/wastewater treatment plant work while producing over 500 opinions of probable cost estimates.

RELEVANT EXPERIENCE

> **QA/QC and value engineering support for the Metro Vancouver, British Columbia, Canada, Northwest Langley Wastewater Treatment Plant Upgrade Program.** Carollo led an integrated Metro Vancouver/Consultant team of over 50 design and construction professionals that provided program management and effective project delivery support for the NLWWTP Program, a \$2.3 billion group of five major projects: pump station, SSO storage tank, large-diameter HDD installed force main, large-scale seismic ground improvements, 85MLD WWTP, and river outfall. Participated in a week-long Design CAMP® process to identify cost reduction measures to simplify and produce cost effective savings without compromising operations.

> **Estimator for Pasco County Utilities, Florida, Southeast Wastewater Treatment Plant Expansion – Phase 1.** The Phase 1 engineering services included a condition assessment, process evaluation, capacity analysis report, and facility plan for the expansion and improvements of the Southeast WWTP. The scope also included a force main and route analysis

for two force mains coming into the plant.

> **Estimator for the City of Sunnyvale, California, Water Pollution Control Plant Secondary Treatment and Dewatering Facilities Design.** This project included expanding the secondary treatment process to a conventional activated sludge (CAS) process, adding dewatering and thickening facilities for sludge handling, and adding sidestream ammonia treatment. The CAS process will remove nitrogen in anticipation of upcoming nutrient regulations in the San Francisco Bay. Construction value estimated at \$50 million.

> **Estimator for the City of Richmond, California, Veolia Wastewater Treatment Plant (WWTP) Critical Improvement project.** Carollo provided design and engineering services during construction for Veolia Water's Critical Improvements to the Richmond WWTP. The project included grit removal, fine screen, and odor control system upgrades at the headworks; aeration basin diffuser improvements; secondary effluent splitter box modifications; a new blower building; and secondary clarifier mechanism replacement for early implementation of critical facility

Jason Rozgony, PE

components in parallel with the Facility Plan. The construction value is estimated at \$34 million.

> **Estimator for the Eagle River Water and Sanitation District, Colorado, Avon Wastewater Treatment Facility Nutrient Upgrades.**

This project included improvements to the Avon Wastewater Treatment Facility secondary treatment process to meet Regulation 85 nutrient limits. The recommended process configuration included an Anaerobic/Anoxic/Oxic (A2O) process with flexibility to operate in the 5-Stage Bardenpho configuration. Design elements included expanded and modified aeration basins, secondary pumping, a new secondary clarifier, and condition assessment improvements to screening, grit removal, primary sedimentation, and equalization basins. The project was delivered via a CMAR delivery model to include construction sequence and constructability approach in the design process. Construction value estimated at \$50 million.

> **Estimator for the City of Kansas City, Missouri, Blue River Wastewater Treatment Plant Biosolids Upgrades.**

This project includes the preliminary and conceptual design of a new THP system and necessary improvements for processing biosolids from three of the City's wastewater treatment facilities. Project included providing assistance to the City for procurement strategy development, packaging evaluations, development of preliminary design of the THP system, comprehensive evaluation of proposal submittals, and negotiation of a long-term service contract. Construction value estimated at \$155 million.

> **Estimator for the North Texas Municipal Water District, Texas, South Mesquite Regional Wastewater**

Treatment Plant Solids Handling Improvements.

The project involved providing a new solids dewatering facility to process solids for the current 33-mgd plant capacity and including consideration for future equipment to process solids for the 41-mgd plant capacity. Construction value estimated at \$31 million.

> **Cost estimator for the City of Aurora, Colorado, Sand Creek WRF PLC Conversion and Improvements.**

Provided cost estimating support for the PLC conversion. The project included redesign of the PLC and SCADA infrastructure, including network block diagram, control cabinet and server rack design, P&IDs, control descriptions redevelopment, and PLC and SCADA hardware and software specifications. Construction value estimated at \$2.6 million.

> **Estimator for the El Paso Water, Texas, Roberto R. Bustamante Wastewater Treatment Plant Headworks Improvements.**

The project involved assessing the condition and operations for the existing headworks facility to find opportunities for improvement. Design alternatives for rehabilitation or replacement for the influent pump station, screening facility, and grit facility were suggested. Preliminary design was completed with included a new influent pump station and rehabilitation and expansion to the screening and grit systems. Construction value estimated at \$120 million.



Glenn Willson, PE

Role: Principal-in-Charge | Corrosion Engineering Services

Education

B.S., Ocean Engineering with emphasis on corrosion and materials, Florida Atlantic University, 1982

Registration

- Corrosion Engineer, CA (CR1076)
- Civil Engineer, CA (C57739)
- Civil Engineer, HI (11304)
- Civil Engineer, OR (77410)
- Civil Engineer, WA (45578)
- Professional Engineer, FL (PE86800)

Joined V&A

1993

Total Years of Experience

41 years

Training, Certifications and Memberships

- Association of Materials Protection and Performance (AMPP) (formerly NACE and SSPC) Member
- Supervisor for Lead Coating Removal Projects
- Confined Space Entry Certified
- Basic CPR/First Aid

Professional Summary

Glenn is a licensed civil and corrosion Engineer with more than 41 years of experience in cathodic protection, coatings, and condition assessment engineering for municipal infrastructure. His experience includes the protection of tanks, storage systems, and potable water/wastewater transmission lines for municipal and private owners. Glenn has experience in the evaluation of existing cathodic protection and coating systems, corrosion control testing of transit alignments, pipeline and tank rehabilitation, flow monitoring, light rail transit, and construction inspection.

Relevant Experience

Portland Water Bureau (PWB) Bull Run Transmission Water Pipe Corrosion Control. Portland, OR

Managed the investigation of the soil corrosivity for approximately 27,000 feet of 66 inch to 72 inch diameter pipe along the proposed transmission pipeline alignment for the PWB Bull Run Treatment Program Project. The cathodic protection (CP) design included protection for welded steel pipes, ductile iron pipes, and other exterior surfaces of buried components at the water filtration facility and pipeline facilities. Performed in-situ soil resistivity testing at 28 locations down to a depth of 20 feet. Reviewed soil boring data for as-received and minimum soil resistivity, pH, and concentrations of water-soluble chloride ions and sulfate ions. Based on the data, V&A prepared cathodic protection and coatings budget estimates and guidelines for ductile iron and steel pipe. The guidelines are currently being used for the pipeline designers. Reviewed design submittals from the pipeline designers.

Chino Basin Desalter Authority Clarifiers and Thickeners Cathodic Protection. Ontario, CA

Managed the quality control (QC) review of a cathodic protection design for two clarifiers and two sludge thickener tanks at the Chino Basin Desalter's Authority (CDA) Concentration Reduction Facility (CRF). The project included reviewing 23 preliminary design documents that included reports, calculations, drawings, specifications, and submittals from various consultants. V&A wrote two review letters that addressed the findings and recommendations of the cathodic protection system.

San Jose Water Company (SJWC) As-Needed Professional Corrosion Engineering Service Agreement. San Jose, CA

Managed the annual, as-needed corrosion services contract. V&A performed over 500 soil resistivity measurements throughout San Jose, Santa Clara, Los Gatos, and the remaining SJWC service area to determine the degree of soil corrosivity for various pipeline installation and replacement projects. V&A also designed a galvanic anode cathodic protection system to provide corrosion control to a short segment of polyethylene-encased ductile iron pipe. This annual service agreement was part of a continuing relationship between V&A and the SJWC that has existed since 2005.

SJWC Water Tank Cathodic Protection System Design and Installation. San Jose, CA

Provided QAQC review for the design of the galvanic anode cathodic protection (CP) systems for the submerged interiors of San Jose Water Company's Perie Lane Tank and Montevina Clearwell No. 2. V&A submitted drawings and technical specifications for both CP systems detailing the number, size, location, and material of the galvanic anodes required to provide corrosion control to the reservoirs. V&A activated the CP systems after the installation was completed. A report was submitted summarizing the results of the activations, including tank-to-water potentials, anode current outputs, and anode open circuit potentials.

SJWC Sweigert Station Reservoir Cathodic Protection System Design. San Jose, CA

Provided QAQC review for the design of the galvanic anode cathodic protection (CP) system for the submerged interior of San Jose Water Company's (SJWC) Sweigert Station Reservoir. Due to constraints set forth by SJWC, V&A was required to design a custom CP system featuring horizontal anodes suspended from anchors welded to the interior walls of the tank. V&A submitted drawings and technical specifications for the CP system detailing the number, size, location, and material of galvanic anodes required to provide corrosion control to the reservoir.

SJWC Cheim Reservoir Cathodic Protection System Design. San Jose, CA

Provided QAQC review for the design of the galvanic anode cathodic protection system for the submerged interior of San Jose Water Company (SJWC) Cheim Reservoir. Due to constraints set forth by SJWC, V&A was required to design a custom cathodic protection system featuring horizontally oriented anodes suspended from anchors welded to the interior walls of the tank. V&A submitted drawings and technical specifications for the cathodic protection system detailing the number, size, location, and material of galvanic anodes required to provide corrosion control to the reservoir.

Rancho California Water District GW Well No. 24 Corrosion Evaluation. Temecula, CA

Provided a QAQC review of the corrosion evaluation of Rancho's Well 164, which has been exhibiting excess rates of corrosion and has not been performing as designed. The well was constructed

in 2014 and is 505 feet deep, and has a diameter of 18 inches. Due to an excessive rate of corrosion at the well, the pump was replaced in early 2017, and the column/line shaft was replaced in 2019. The purpose of the evaluation was to determine the source of corrosion and provide recommendations to mitigate corrosion and repair the well. The corrosion evaluation included a field assessment to investigate possible root causes of corrosion, examine corroded components, and gather field data. Rancho collected and tested water samples to evaluate the current environment of the well. The water samples were tested for several corrosive constituents and bacteria to determine if microbiologically induced corrosion (MIC) was a potential cause. V&A submitted a technical memo, including a discussion of the test methods used to perform the evaluation, the findings of the corrosion evaluation, recommendations regarding corrosion control, and an opinion of the probable cost of performing any recommended measures.

SJWC Inspection and Seismic Analysis of Steel Tanks. San Jose, CA

Managed the condition assessment evaluations of six of the 12 water storage tanks built between 1960 and 1989. An aspect of the evaluation was to determine if possible decommission the tanks. V&A performed metal thickness tests, coating adhesion tests, pit depth measurements, dry film thickness tests, visual assessment of the tank surfaces, and documented defects. V&A provided repair recommendations and cost estimates for the coatings and metal appurtenances.

SJWC Steel Water Tank Condition Assessments. San Jose, CA

V&A performed a condition assessment evaluation of 6 of the 12 steel water storage tanks owned by SJWC. One bolted steel tank and five welded steel tanks with capacities between 500,000 gallons and 15.6 million gallons were evaluated. V&A performed metal thickness tests, coating adhesion tests, pit depth measurements, dry film thickness tests, visual assessment of the tank surfaces per ASTM D610, and documented defects. V&A provided repair recommendations and cost estimates for the coatings and metal appurtenances. V&A conducted a presentation to SJWC summarizing the results of the field testing, and the information will be used to prepare an asset management plan and capital improvement plan.



Fifty-four (54) years of domestic/international offshore oilfield, coastal and inland, heavy civil engineering commercial diving and marine construction experience. Experienced in planning, preparations & execution of methodologies conducting underwater inspections, repairs/rehabilitation, and new marine construction projects. Proficiencies include job costing, bid estimation, technical report writing, constructability/safety review; development of construction means & methods, BMPs, and submittals of operations & procedures manuals. Experience using shallow and deep-water dive equipment, with field operations skills conducting and supervising all modes of manned diving, sonar imaging and remote video inspections using ROVs and 1ATM suits. Additional operations/maintenance experience of PVHO diving/saturation/life support systems, UW rigging/power tools, video/still photography & sonar imaging, NDT, demolition, dredging/excavation, UW welding/cutting, layout, fabrication & concrete placement.

PROFESSIONAL CERTIFICATIONS / ACCREDITATION:

San Jose State University San Jose, CA - BA Degree, Political Science, 1971; Santa Barbara Community College Santa Barbara, CA - AS Degree, Marine Technology, 1973; ASNT Level II UT Certification (1998); Red Cross 1st Aid/CPR (Current); CSLB Contractor (CA #639975 - 3/31/26, NV #67863 - 2/28/27)

Memberships/Affiliations:

Association Diving Contractors (ADCI); American Welding Society (AWS); United Contractors (UCON), Association of State Dam Safety Officials (ASDSO) / CA Water Environment Association (CWEA), American Council of Engineering Companies (ACEC) / Society of Port Engineers, San Francisco / Former Assn. General Contractors (AGC) SF/East Bay BOD, SF City/County & Port of Oakland Liaison American Bureau of Shipping (ABS) / Det Norske Veritas (DNV) – External Hull and UT Examiners

PUBLICATIONS:

CIVIL ENGINEERING, May 1991: "*DISTANT EYES: Utilization of Remotely Operated Vehicles for Hazardous Long Tunnel Inspections*"; HYDRO-REVIEW, Spring, 1986: "*UNDERWATER REPAIRS: The Choices and Limitations*"; ADCI Underwater Intervention 2002: "*Commercial Diving in Confined Spaces*" Technical papers presented and published for ADCI, ASDSO, PPI and EPRI conferences & meetings.

PROFESSIONAL EXPERIENCE:

1982-Present **Underwater Resources, Inc. – San Leandro, California**

CEO/President: Responsible for operations including bid preparation, planning, equipment procurement and field services; consultation and planning on all marine related projects involving diving/technical personnel; PM for major marine construction and piling/pipeline inspection, repair and new construction projects; oversee ABS/DNV/USCG commercial vessel UWILD/AHE programs; develop/test long tunnel remotely operated vehicle (ROV) operations/video inspection systems; cost estimation, proposal writing and client marketing services; supervision of shop and field personnel; specify & procure job materials & new equipment; business development/marketing responsibilities include technical report writing & trade journal articles, trade show displays/presentations of service capabilities at industry conferences with public speaking communication skills to professional groups. Geographic areas for projects include North & Central Americas and Pacific Rim countries including Guam, Saipan, and South Korea.

1981 **Solus Ocean Systems - Santa Barbara, California**

Supervisor: Shift supervisor for deep water operations to 500fsw on sub-sea oil well-head completion project for Phillips Petroleum, offshore Abidjan, Côte d'Ivoire (West Africa). Direct & supervise (12) personnel performing subsea maintenance/construction with operation of saturation diving equipment.

1980-1981 **Martech International, Inc. - Santa Barbara Channel, California**

Supervisor/Diver: Saturation diving operations to 500fsw depth for Exxon, USA first West Coast SALM buoy installation. Perform initial SALM inspection/construction dives connecting upper & lower SALM sections before towing/installation and oversee installation/testing of six-man saturation system onboard barge; develop project safety/pre-dive procedures. *Gas Diving:* Complete (5) pipeline spool installations in 11 days (with single diving partner) for Union Oil Company, Ventura, CA diving to 210fsw. Perform cold-water dam gate repairs for PG&E utility (El. 2000') with gas dives to 275ffw depths. *Air Diving:* Routine offshore oil platform maintenance services; inspection and repairs of sanitary outfall pipelines; rehabilitation of coastal structures with diving to 220fsw depth.

1978-1981 Treen's Commercial Diving Company, Ventura, California

Diver: Performed inspection, repair and maintenance dives on offshore oilfield platforms, utilities, and cooling water facilities; air dives to 175 feet and surface-gas diving to 270 feet on Chevron production platform; sub-sea wellhead abandonment for Texaco; substrate inspection of chemical ponds to locate fracture in plan epoxy repair. Rack Operator on gas bounce dives to 300' in Santa Barbara Channel.

1979-1980 Taylor Diving and Salvage Company - Ventura, California

Supervisor/Diver: Supervise dive personnel and performed dives to 143 feet for power cable repair on offshore oil production platform installation; conduct air dives to 170 feet for riser, spool piece installations and pipeline crossing installations; supervision & diving for airlifting/dredge/jetting operations.

1978-1979 Infabco Diving Services, Ltd. - Aberdeen, Scotland

Superintendent: Converted two-man bell bounce hyperbaric dive system into six-man saturation system and directed completion and installment on GULNARE semi-submersible drill rig for construction support. Diving Superintendent for (2) independent operating 6-man saturation systems, responsible for crew of (54) personnel with (12) divers under pressure/working concurrently. Coordinated U/W inspection & diving maintenance operations for BNOC/Thistle "A" Platform for anode installation, NDT, new construction, video/still photographic documentation with dives to 530fsw depth in year-round North Sea conditions.

1978 (Summer) Taylor Diving and Salvage Company - Belle Chase (New Orleans), Louisiana

Diver: Performed pipeline construction and high-pressure pipe flange-connections using hydraulic bolt stretch/tensioners off Jet Barge No. 331 with surface gas dives to 280fsw depths for O.G.N.C. in Mumbai (Bombay), India. Evaluated/certified as proficient in U/W burning and cutting of mild steel plate to 2" thick.

1977-1978 Solus Ocean Systems - Santa Barbara, California

Diver/Marine Technician: Perform air diving to 180fsw depths, tending/deckhand functions aboard *D.B. SAMPSON*, Santa Barbara Channel, CA. Conduct underwater repairs & inspections of offshore production platform jackets from drill ships/work boats, working for power utilities (PG&E and SCE) on dams and pipelines. Utilized all types of commercial dive equipment including light and heavy gear, SCUBA Bell Bounce systems. Subcontracted to perform deckhand services with *Clean Seas* for offshore oil-spill clean-up exercises; experienced in operations for conventional oil spill containment & recovery.

1974-1976 Sub Sea International, Inc. - Aberdeen, Scotland & New Orleans, Louisiana

Diver/Saturation Technician: Saturation diving to 420fsw depth on derrick barges, semi-submersible drill rigs and work boats; bell bounce dives to 390fsw, surface-supplied gas dives to 240fsw & air dives to 200fsw depths. Perform offshore oilfield marine construction during year-round North Sea conditions (24/7 x 300 days per year) installing (4) offshore production platforms (BP Forties Field); dive tasks to flange-up 24" to 36" Ø spool, riser & pipeline installations/subsea connections. Pile stabbing/grouting, UW rigging/cutting for excess platform mass removal; pile guides/braces demo/recovery; nondestructive testing (UT/MT/CP) and video/still camera documentation. Rack Operator/Life Support Technician for 6-man saturation system technician for (3) North Sea diving saturation systems. Performed shallow air diving and tending in Gulf of Mexico for offshore oilfield pipeline and platform inspection, repair, hand-dredging and construction, shop technician, metal fabrication and saturation system pipefitting.

1973-1974 J. Ray McDermott, Inc. - Harvey, Louisiana

Tender/Saturation Technician: Offshore apprenticeship as Dive Tender and shop training as 2nd Class pipefitter and welding support during layout of fabrication and assembly of (2) 1000-foot depth capability portable 6-man saturation systems; performed ongoing maintenance and repair of *Dick Evans* saturation and pipe-alignment systems. Worked 1973 summer season as a Dive Tender and deckhand with ex-convict dive school graduates onboard derrick, lay and jet barges; received training & experience in safe handling, use and maintenance of underwater hydraulic power tools, cutting/burning torches, jet sleds and surface-supplied air and gas diving equipment including decompression chamber operations.

1971-1972 Cal Dive, Inc. - Santa Barbara, California

Tender/Marine Technician: Part/full-time work & training with local commercial diving service company during trade school studies included dive equipment maintenance as Shop Technician; field experience as Marine Technician/Photographer for installation of coastal shoreline erosion barrier system (*DuraBag*) designed to protect concrete footings on beach beneath Highway 1 Rocky Creek Bridge near Big Sur for CA Department of Transport (*CalTrans*). Erosion protection project work conducted and completed during nighttime shifts over (3) consecutive minus tide cycles for 1972 summer months.

Jacob Strom

Project Manager

AREAS OF EXPERTISE

Mr. Strom brings his strong technical engineering background to ASI working as a Project Manager He joined ASI in 2018 and since then has managed all ranges of projects including remote tunnel inspections ranging from 100 feet to 10.6-mile-long tunnels, comprehensive dam structural inspections to support FERC 12D requirements, bathymetric surveys including multibeam, single beam, side scan sonar, and sub bottom profiler. He has also worked with drone surveys as well as remote inspections on US Navy Bases (Active DOD security clearance through 2023).

Mr. Strom is the qualifying individual for ASI's California Contractors License and also is a Design Engineer for various inspection platforms. Prior to joining ASI, Mr. Strom worked as a design and project engineer providing engineering review, calculations, technical expertise and analytical support for Naval ship and submarine issues that would occur in pre-planning, production, and certification phases of SUBSAFE Submarine and Deep Submergence production work.

EDUCATION & TRAINING

B. Sc. Ocean Engineering, Florida Institute of Technology, Melbourne, FL, USA

CERTIFICATIONS / QUALIFICATIONS

Active Department of Defense Security Clearance (2023)

SOFTWARE EXPERIENCE

- MATLAB
- AutoCAD & CAD
- Autodesk Revit & Inventor
- Wildfire 5
- Creo
- Maxsurf
- Hullspeed
- Solidworks

PROJECT RELATED EXPERIENCE

TUNNEL, DAM AND INFRASTRUCTURE INSPECTIONS

- Tunnel Inspection, Middle Fork American River Project, Placer County Water Agency, CA
- Inspection of Conduits (Outer Harbour), City of New Bedford, New Bedford, MA
- Inspection of Trash Racks, FirstLight Power Resources, Inc., Northfield, MA
- Inspection of Dam Features and Appurtenances, Multiple Dams, Denver Water, Denver, CO
- Inspections of Swimming River Culverts, Appledore Marine Engineering, LLC, Colts Neck, NJ
- Inspection of Upstream Dam Surface, Bullards Bar Dam, Yuba County Water Agency, Camptonville, CA
- Inspection of Diversion Tunnel Gate, Knight Piesold and Co., Hornbrook, CA
- Tunnel Inspection, Anvil Builders Inc., San Francisco, CA
- Inspection of Red Mountain Bar Siphon, Mott MacDonald, LLC, Moccasin, CA
- Inspection of Raw Water Intake Pipeline, Underwater Construction Corporation, Two Rivers, WI
- Inspection of Intake Water Supply Lines, New York Power Authority, Fisher Associates, Massena, NY
- Inspection of Diversion Tunnel Gate and Upstream Tunnel, Knight Piesold, Hornbrook, CA
- Inspection of exterior surfaces of the Lake Source Cooling (LSC) system crib, Cornell University, Ithaca, NY
- Inspection of New Exchequer Dam, MID, Merced River, CA
- Inspection of Pumped Storage Conveyance Infrastructure, Syblon Reid, Folsom, CA
- Inspection of trash racks at dam, Yuba County Water Agency, Penn Valley, CA
- Inspection of the Upstream Dam Face, Brookfield Smokey Mountain Hydropower LP, Graham Country, NC
- Dam Inspection, Mossy Rock Dam, Mossy Rock, WA
- Penstock Inspections, Montgomery Creek, Slate Creek, Bear Creek Hydro, Redding, CA
- Inspection of Northfield Mountain Pumped Storage Facility, FirstLight Power Resources, Northfield, MA
- Underwater Inspections and Hydrographic Surveys, RG&E Station 5 Plant, Colliers Engineering & Design, Rochester, NY
- Massachusetts Water Resources Authority Outfall Inspections, CorrTech Inc., Quincy, MA
- Inspections of Clearwell and Filtered Water Conduits at a Water Filtration Plant, Allen Marine Services, Hohl Industrial Services, Buffalo, NY
- Tunnel Inspection at a Hydro Facility, Portland General Electric, Madras, OR
- Outfall Inspection, Greater New Haven Water Pollution Control Authority, A. DiCesare Associates, New Haven, CT
- Inspection of Draft Tubes, Brookfield Renewable, Graham County, NC
- Inspection of Draft Tubes, Brookfield Renewable, Monroe County, TN
- Tunnel and Penstock Inspection, Brookfield Renewable, Monroe County, TN
- Inspection of WTF Raw Water Transmission Line, Wichita Water Partners, Wichita, KS
- Inspection of Pump Station Wet Well, Allen Marine Services, Hohl Industrial Services, Buffalo, NY
- Inspection of Powerhouse Auxiliary Cooling Water Intake, Yuba County Water Agency, Dobbins, CA
- Inspection of Spillway Tunnel at Hydro Facility, Portland General Electric, Madras, OR
- Powerhouse Pumped Storage Project, LS Power, Warren County, PA
- Powerhouse Dye & Tracer Inspection, McMillan Jacobs Associates, Sawmill Flat, CA
- Inspection of Diversion Gate Shaft, JR Merit, Hornbrook, CA
- Inspection of Raw Water Conduits, Colonel Ward Pumping Station, Buffalo, NY
- Inspection of Low Head Gate, Seneca Hydro/Kinzua Dam, Warren County, PA
- Inspection of Lake Watrous Raw Water Line, South Central Connecticut Regional Water Authority, New Haven, CT
- Inspections of Colgate Tunnel and New Bullards Bar Dam Lower-Level Outlet, Yuba County Water Agency, Dobbins, CA
- Inspection of Foothills Tunnel/Conduit No. 26 Tunnel, Strontia Springs Dam, Denver Water, Littleton, CO

carollo.com



**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
PROFESSIONAL SERVICES AGREEMENT
WITH
CAROLLO ENGINEERS, INC**

THIS AGREEMENT is made and entered into this 2nd day of July, 2026 (“Effective Date”), by and between the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, a municipal corporation (“District”), and CAROLLO ENGINEERS, INC, a California S corporation, incorporated in Delaware (“Consultant”).

WITNESSETH:

A. WHEREAS, District proposes to utilize the services of Consultant as an independent contractor to perform a wastewater treatment plant condition assessment, as more fully described herein; and

B. WHEREAS, Consultant represents that it is “design professional” as that term is defined by California Civil Code Section 2782.8 and has that degree of specialized expertise contemplated within California Government Code Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, District and Consultant desire to contract for the specific services described in Exhibit “A” (the “Project”) and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of District has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in the Consultant’s Proposal (“Proposal”), attached hereto as Exhibit “A” and incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise District of any changes in any laws that may affect Consultant’s performance of this Agreement. Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. Officers and employees shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this section.

1.3. Performance to Satisfaction of District. Consultant agrees to perform all the work to the complete satisfaction of the District and within the hereinafter specified. Evaluations of
Item 6A. Attachment No. 2

the work will be done by the District Administrator or his or her designee. If the quality of work is not satisfactory, District in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless District from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against District for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.5. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code. Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, a notice setting forth provisions of this non-discrimination clause.

Consultant shall, in all solicitations and advertisements for employees placed by, or on behalf of, Consultant, state that all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, marital status, national origin, or mental or physical disability. Consultant shall cause the paragraphs contained in this Section to be inserted in all subcontracts for any work covered by the Agreement, provided that the foregoing provisions shall not apply to subcontracts for standard commercial supplies or raw materials.

1.6. Non-Exclusive Agreement. Consultant acknowledges that District may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Delegation and Assignment. This is a personal service contract, and the duties set forth herein shall not be delegated or assigned to any person or entity without the prior written consent of District. Consultant may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Consultant's sole cost and expense. All insurance requirements contained in this Agreement are independently applicable to any and all subcontractors that Consultant may engage during

the term of this Agreement.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of District. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by District. District shall grant such authorization if disclosure is required by law. All District data shall be returned to District upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "A." Consultant's total compensation shall not exceed six hundred and nine thousand, and three hundred and twenty eight Dollars (\$ 609,328.00).

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal or which is inconsistent with or in violation of the provisions of this Agreement unless the District or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable. Should the District request in writing additional services that increase the hereinabove described "SCOPE OF SERVICES", an additional fee based upon the Consultant's standard hourly rates shall be paid to the Consultant for such additional services. Such increase in additional fees shall be limited to 25% of the total contract sum or \$25,000 whichever is more. The District Engineer is authorized to approve a Change Order for such additional services.

2.3. Method of Billing. Consultant may submit invoices to the District for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Consultant's services which have been completed to District's sole satisfaction. District shall pay Consultant's invoice within forty-five (45) days from the date District receives said invoice. Each invoice shall describe in detail, the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to District or its Project Manager for inspection and/or audit at mutually convenient times for a period of three (3) years from the Effective Date.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Said services shall be performed in strict compliance with the Project Schedule approved by District as set forth in Exhibit "A."

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of

performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party. If a delay beyond the control of the Consultant is encountered, a time extension may be mutually agreed upon in writing by the District and the Consultant. The Consultant shall present documentation satisfactory to the District to substantiate any request for a time extension.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of sixteen (16) months, ending on November 2, 2027, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.

4.2. Notice of Termination. The District reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing at least fifteen (15) days prior written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the District. If the District suspends, terminates or abandons a portion of this Agreement such suspension, termination or abandonment shall not make void or invalidate the remainder of this Agreement.

If the Consultant defaults in the performance of any of the terms or conditions of this Agreement, it shall have ten (10) days after service upon it of written notice of such default in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the District shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

The District shall have the right, notwithstanding any other provisions of this Agreement, to terminate this Agreement, at its option and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement, immediately upon service of written notice of termination on the Consultant, if the latter should:

- a. Be adjudged a bankrupt;
- b. Become insolvent or have a receiver of its assets or property appointed because of insolvency;
- c. Make a general assignment for the benefit of creditors;
- d. Default in the performance of any obligation or payment of any indebtedness under this Agreement;
- e. Suffer any judgment against it to remain unsatisfied or unbonded of record for thirty (30) days or longer; or
- f. Institute or suffer to be instituted any procedures for reorganization or rearrangement of its affairs.

4.3. Compensation. In the event of termination, District shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including the date of District's written notice of termination within thirty-five (35) days after service of the notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents pertaining to the services contemplated herein whether delivered to the District or in the possession of the Consultant. District shall not be liable for any claim of lost profits.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the District within ten (10) days of delivery of termination notice to Consultant, at no cost to District. Any use of uncompleted documents without specific written authorization from Consultant shall be at District's sole risk and without liability or legal expense to Consultant.

5.0. INSURANCE

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all the following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by District:

- (a) Broad-form commercial general liability, in a form at least as broad as ISO form #CG 00 01 04 13, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit. If Consultant maintains higher limits than the specified minimum limits, District requires and shall be entitled to coverage for the high limits maintained by the Consultant.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, each incident for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California and Employers Liability Insurance with a minimum limit of \$1,000,000 per accident for any employee or employees of Consultant. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the District, its officers, agents, employees, and volunteers for losses arising from work performed by

Consultant for the District and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.

Before execution of this Agreement by the District, the Consultant shall file with the Public Works Director/District Engineer the following signed certification:

I am aware of, and will comply with, Section 3700 of the Labor Code, requiring every employer to be insured against liability of Workers' Compensation or to undertake self-insurance before commencing any of the work.

The Consultant shall also comply with Section 3800 of the Labor Code by securing, paying for and maintaining, in full force and effect for the duration of this Agreement, complete Workers' Compensation Insurance, and shall furnish a Certificate of Insurance to the Public Works Director/District Engineer before execution of this Agreement by the District. The District, its officers and employees shall not be responsible for any claims in law or equity occasioned by failure of the consultant to comply with this section.

- (d) Professional errors and omissions ("E&O") liability insurance with policy limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder.

Neither the DISTRICT nor any of its elected or appointed officials, officers, agents, employees, or volunteers makes any representation that the types of insurance and the limits specified to be carried by Consultant under this Agreement are adequate to protect Consultant. If Consultant believes that any such insurance coverage is insufficient, Consultant shall provide, at its own expense, such additional insurance as Consultant deems adequate.

5.2. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions as worded below.

- (a) Additional insureds: "The South San Luis Obispo County Sanitation District and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the District; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
- (b) Notice: "Consultant shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured

retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, Consultant shall forthwith obtain and submit proof of substitute insurance. Should Consultant fail to immediately procure other insurance, as specified, to substitute for any canceled policy, the District may procure such insurance at Consultant's sole cost and expense."

- (c) Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the South San Luis Obispo County Sanitation District, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the South San Luis Obispo County Sanitation District shall be excess and not contributing with the insurance provided by this policy."
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the South San Luis Obispo County Sanitation District, its officers, officials, agents, employees, and volunteers.
- (e) The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5.3. Deductible or Self-Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by District. No policy of insurance issued as to which the District is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.4. Certificates of Insurance. Consultant shall provide to District certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by District, prior to performing any services under this Agreement. The certificates of insurance and endorsements shall be attached hereto as Exhibit "B" and incorporated herein by this reference.

5.5. Non-limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The District Administrator or his or her designee shall be the representative of District for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the District, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. District shall designate a Project Manager to work directly with Consultant in the performance of this Agreement. It shall be the Consultant's responsibility to assure that the Project Manager is kept informed of the progress of the performance of the services and the Consultant shall refer any decision, which must be made by District, to the Project Manager. Unless otherwise specified herein, any approval of District required hereunder shall mean the approval of the Project Manager.

Consultant shall designate a Project Manager who shall represent it and be its agent in all consultations with District during the term of this Agreement and who shall not be changed by Consultant without the express written approval by the District. Consultant or its Project Manager shall attend and assist in all coordination meetings called by District.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement, or the work hereunder may be provided by personal delivery, facsimile or if mailed, shall be addressed as set forth below and placed in a sealed envelope, postage prepaid, and deposited in the United States Postal Service. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 72 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

Carollo Engineers, Inc.
PO Box 217
Santa Margarita, CA 93453

Tel: 805-296-5171

Fax: _____

Attn: Louis Lefebvre, PE

IF TO DISTRICT:

South San Luis Obispo County
Sanitation District
1600 Aloha Place
Oceano, CA 93445

Tel: 805-489-6666

Fax: _____

Attn: _____

6.5. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.6. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in San Luis Obispo County, California. Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

6.7. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without

District's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of District's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.8. Indemnification and Hold Harmless. Consultant agrees to defend, indemnify, hold free and harmless the District, its elected and appointed officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, demands, actions, suits or other legal proceedings arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Consultant brought against the District, its elected and appointed officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply whenever any claim, action, complaint or suit asserts liability against the District, its elected and appointed officials, officers, agents and employees based upon the negligence, recklessness, or willful misconduct of the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the District for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the District. This provision shall supersede and replace all other indemnity provisions contained either in the District's specifications or Consultant's Proposal, which shall be of no force and effect.

6.9. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of District. Consultant shall have no power to incur any debt, obligation, or liability on behalf of District or otherwise act on behalf of District as an agent. Neither District nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its employees are in any manner agents or employees of District. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold District harmless from any and all taxes, assessments, penalties, and interest asserted against District by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold District harmless from any failure of Consultant to comply with the applicable worker's compensation laws. District shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to District from Consultant as a result of Consultant's failure to promptly pay to District any reimbursement or indemnification arising under this paragraph.

6.10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the District, Consultant shall indemnify, defend, and hold harmless District for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of District.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by District, including but not limited to eligibility to enroll in PERS as an employee of District and entitlement to any contribution to be paid by District for employer contribution and/or employee contributions for PERS benefits.

6.11. Cooperation. In the event any claim or action is brought against District relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which District might require.

6.12. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, preliminary notes, working documents, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of District. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of District but shall be made available to the District within ten (10) days of request or within ten (10) days of termination. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of District and without liability or legal exposure to Consultant. District shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from District's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to District any findings, reports, documents, information, data, preliminary notes and working documents, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by District or its authorized representative, at no additional cost to the District. Consultant or Consultant's agents shall execute such documents as may be necessary from time to time to confirm District's ownership of the copyright in such documents.

6.13. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information, and data, including, but not limited to, computer tapes, discs, or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to District may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 7920.000 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code Section 7924.510(f), and of which Consultant informs District of such trade secret. The District will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The District shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.14. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and subconsultants shall not, without the prior written approval of the District Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or

subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.15. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the District's representative, regarding any services rendered under this Agreement at no additional cost to District. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to District, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of District and to participate in any meeting required with regard to the correction.

6.16. Prohibited Employment. Consultant will not employ any regular employee of District while this Agreement is in effect.

6.17. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, the conflict shall be resolved by giving precedence in the following order, if applicable: This Agreement, the District's Request for Proposals, the Consultant's Proposal.

6.18. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.19. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of District and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.20. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.21. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.22. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.23. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized

representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.24. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.25. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.26. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT,
A public agency

_____ Date: _____
[Chair or District Administrator]

ATTEST:

Clerk of the Board
South San Luis Obispo County Sanitation District

CONSULTANT

Signature

Date: _____

Lydia Holmes, PE – Senior Project Manager/VP

Social Security or Taxpayer ID Number

Signature

Date: _____

Katy Solem, PE – Client Service Director/VP

Social Security or Taxpayer ID Number

APPROVED AS TO FORM:

Keith F. Collins, District Legal Counsel

Date: _____

EXHIBIT A
CONSULTANT'S PROPOSAL AND SCOPE OF WORK

Scope of Work

Task 1 – Project Management

Task 1.1 – Project Administration

Carollo will administer the project to maintain project schedule and budget. The project progress and budget status will be included in monthly progress reports that will be attached to billing invoices submitted to the South San Luis Obispo County Sanitation District (District). Additionally, the monthly progress report will include a list of work completed for the invoice period and anticipated work efforts for the next invoice period.

Task 1.2 – Conduct Project Status Meetings and Workshops

Carollo will attend and manage the project kickoff meeting. Topics of discussion will include communication, schedule of meetings, overall project schedule and coordination between all parties.

Carollo will conduct up to thirteen (13) project status meetings with the District to keep the project team up to speed on ongoing activities. Meetings will be conducted via MS Teams or other platform agreeable to the District. Consultant will prepare an agenda and meeting minutes for each meeting. The project status meetings will be one (1) hour in length at mutually agreed upon time and day of the week.

Carollo will conduct three (3) workshops. The first workshop (Preliminary Findings Workshop) will occur following the field condition assessment to review the preliminary findings. The second workshop (Risk Scoring Workshop) will occur prior to R&R Plan and Schedule development to develop the risk profiles for assets and R&R projects. The third workshop (Integrated Planning Workshop) will occur during R&R plan development to prioritize projects tailored to the District's risk tolerance, financial constraints, and Coastal Development Permit (CDP) conditions. The workshops are anticipated to be up to three (3) hours each.

The Preliminary Findings Workshop will be conducted via MS Teams and attended by the Project Manager, Project Engineer, Discipline Leads, and Subconsultants. The Discipline Leads, and Subconsultant will attend for up to one (1) hour each.

The Risk Scoring Workshop will be attended in person by the Project Manager, Project Engineer, and up to two additional staff at District Offices for up to one (1) hour each.

The Integrated Planning Workshop will be attended in person by the Project Manager and Project Engineer at District Offices with each of the Discipline Leads and subconsultant leads attending remote via MS Teams for up to one (1) hour each.

Task 1.3 – Quality Assurance Quality Control

Carollo will implement and maintain its standard Quality Management Program for the project. All deliverables will be reviewed in accordance with the Quality Management Program. Items subject to the Quality Management Program are: the consolidated drawings, progress and workshop meeting minutes, condition assessments findings, cost estimates, and the R&R Plan and Schedule.

TASK 1 ASSUMPTIONS

- Schedule to be 13 months.
- Kick-off meeting attended in person at District offices by Project Manager and Staff Professional, all others attending remote.

TASK 1 DELIVERABLES

- Monthly progress reports.
- Meeting and workshop agendas and notes.

Task 2 – Data Review and Gathering

Task 2.1 – Data Request

Carollo will develop a data request with specific information or types of information needed for this project. The Data Request will be discussed at the kickoff meeting and revised based on the discussion of available information.

Task 2.2 – Consolidated Drawings

Carollo will review existing WWTP facility drawings and consolidate them into a single indexed portfolio of drawings in PDF format. Hard copies will be digitized (scanned) and incorporated into the set of consolidated drawings.

Task 2.3 – Data Review

Carollo will review existing information including permits, reports, existing capital improvement plans, drawings, O&M manuals and records, operational data, and budgeting documents. District to provide all relevant existing information to review.

Task 2.4 – Operations Staff Interviews

Carollo will conduct District Operations Staff interviews to determine operational needs and develop a deeper understanding of asset concerns, issues, and performance. The interviews will be conducted by the Mechanical/Operations Specialist and a Staff Professional at the SSLOCSD WWTP. A list of topic areas for discussion will be provided ahead of the meeting so that the right staff can be made available. Up to eight (8) hours of interviews is included and need not occur in same day.

TASK 2 ASSUMPTIONS

- Interviews occur over two subsequent days.

TASK 2 DELIVERABLES

- Data request
- Consolidated drawings portfolio in PDF format.

Task 3 – Field Condition Assessment

Task 3.1 –Desktop Condition Assessment and Field Protocol Report

Carollo will develop a draft Desktop Condition Assessment and Field Assessment Protocol to be reviewed by District.

Carollo will perform a desktop assessment, including risk, based on the data review and operation interviews in Task 2. Scoring, approach, methodology and criteria will be established with District concurrence. Using install and rehabilitation dates and life expectancy, this assessment will establish focus areas for field condition and in-depth condition assessments.

Carollo will develop a field condition assessment protocol. The protocol will lay out the type of information to be collected about the asset. Carollo will use the protocol when performing the assessments and tailor it for use by the District for future in- house assessments aimed at updating the asset management system.

District to provide comments on draft report in one consolidated comment set for development of final protocol.

Task 3.2 – Field Condition Assessment

Carollo will conduct an above-ground visual condition assessment of the SSLOCSD WWTP structures and equipment. The assessment will be limited to areas that can be viewed from

non-confined spaces. A cloud-based mobile application developed by Carollo will be used for the assessment of process, structural, electrical, instrumentation and controls equipment. Assessments will be developed for non-Redundancy Project elements however the mobile application will be used on the Redundancy Project-related elements for incorporation into an updated asset inventory. Following the field work the preliminary results of the condition assessment will be shared with the District to facilitate the Preliminary Findings Workshop described in Task 1.2.

Task 3.3 – Conduct In-Depth Condition Assessment

Carollo, through V&A Consulting Engineers, Inc., proposes to perform in-depth condition assessment on up to four (4) structures during two (2) separate site visits, assuming that the trickling filter will be available during one of the site visits. This includes confined space entry for the four (4) structures. The assessment will include the following:

1. Visual qualitative assessment using the VANDA Index, which will be integrated with the scores from Task 3.2 Field Condition Assessment.
2. Reinforced concrete testing to measure the concrete thickness at up to 4 locations in each structure using surface penetrating radar, sounding, penetration measurements at up to 4 locations in each structure, and surface pH testing.
3. Coatings testing, including adhesion testing per ASTM D6677 on immersed metal surfaces or concrete, dry film thickness testing at up to 20 locations, and collecting up to 2 paint samples from metal surfaces for heavy metals analyses.
4. Metals testing using A-scan ultrasonic testing (UT) at up to 20 locations on piping or metal structures, and pitting depth measurement where UT measurements aren't successful.
5. A work and safety plan will also be developed. The plan will document structure shutdown procedures and entry approach, identify safety hazards and mitigations, and provide rescue procedures for confined space entry.

Task 3.4 – Optional

As optional tasks that could be requested by District, V&A to perform additional in-depth condition assessments if more than 4 structures need to be investigated. The optional task includes one additional day of in-depth condition assessment work that includes one-half of the scope of the scope identified in task 3.3.

TASK 3 ASSUMPTIONS

- District feedback on risk assessment approach will be covered in project status meetings.

- Field condition assessment to occur over two subsequent, 8-hour working days.
- Based on the Desktop Assessment and Field Protocol, the in-depth Condition Assessment may occur at the same time as the field condition assessment to reduce Carollo travel time. Carollo to work with District to schedule.
- Field condition assessment attended by the project manager, project engineer, process mechanical lead, electrical lead, structural lead, instrumentation and controls lead.
- District staff to provide access to electrical and control panels and all plant areas included in the assessment.
- District staff to provide and use calibrated H2S monitors for access to all areas to be assessed by Carollo (e.g. drywells).
- District to provide equipment and crew staging area.
- Any proposed shutdowns/bypasses shall be discussed and coordinated well in advance during Task 3.1.
- As part of Task 3.1 District staffing needed to facilitate access and answer O&M related questions for the duration of the onsite assessment effort will be identified and scheduled.
- Task 3.3 is included in the base scope, however Carollo must receive authorization from the District prior to conducting the work.
- Task 3.4 Optional Tasks must receive authorization from the District prior to conducting the work.
- Task 3.3 is tentatively scheduled for 4 weeks after the field condition assessment (task 3.2) though the schedule may be adjusted based on the Desktop Assessment and Field Protocol.
- District to provide comments on all draft deliverables in one consolidated comment set.

TASK 3 DELIVERABLES

- Draft Condition Desktop Assessment and Field Protocol in PDF format. Final to be incorporated into R&R Assessment Plan Report.
- Preliminary condition assessment findings in meeting slides.
- Updated asset inventory in MS Excel format.
- Work and Safety Plan in PDF format.
- Draft and Final In-Depth Condition Assessment Report in PDF format (developed by V&A Consulting Engineers, Inc.).

Task 4 – Ocean Outfall Condition Assessment

Task 4.1 – Outfall Assessment Workplan

Carollo will work with subconsultant ASI Group to prepare a workplan for the Outfall field work based on the data review and operation interviews in Task 2. This workplan will consider how to conduct the assessment to achieve best results, which may require holding back flows, reducing or ceasing pumping for a limited time. Plant hydraulics and outfall operations will be considered as part of this effort. Access locations and procedures during the assessment will also be established. Draft workplan will be provide to District for review, comment and discussion before finalizing.

Task 4.2 – In-Field Outfall Condition Assessment

Carollo's subconsultant, ASI Group, will perform an inspection of the ocean outfall pipeline from the chlorine contact tank to the outfall terminus to document internal condition and identify anomalies such as corrosion, cracking, and sediment/debris accumulation. The assessment will be performed using a Remotely Operated Vehicle (ROV) controlled from a trailer located near the chlorine contact tank. High-definition video will be recorded, as well as two- dimensional sonar imaging continuous along the entire pipe with geo-location tied to GIS. From the sonar imaging two-dimensional pipe and sediment profiles will be developed at 100-foot intervals. Additional profiles (closer intervals) will be developed based on the work plan developed in Task 4.1, actual field conditions, and performing the work within a single day. An assessment report summarizing the field work and results will be prepared including figures of problem areas identified.

TASK 4 ASSUMPTIONS

- District to provide comments on all draft deliverables in one consolidated comment set for development of final deliverable.
- Task 4.2 will not proceed until District approval of workplan in Task 4.1
- District provides access for crew, equipment, and trailer.
- Mutual coordination between all parties to conduct effort during low flow periods/windows and identify operational challenges, if any. Ideally, conditions as follows will be used:
 - Outfall pipe is full during the inspection.
 - Turbidity of water in outfall pipe is below 10 NTU.
 - Flow velocity in outfall pipe does not exceed 0.5 ft/s.
- District provides access to onsite toilet and handwashing facilities to crew.

TASK 4 DELIVERABLES

- Draft and Final Assessment Report in PDF format (developed by ASI Group).
- 2D sonar imagery video captures (developed by ASI Group).
- Cleaned/edited inspection video (developed by ASI Group).
- 2D cross-sectional profiles at 100-ft intervals (developed by ASI Group).

Task 5 – R&R Plan and Schedule

Task 5.1 – Develop Draft Assessment (Risk- Based) R&R Plan and Schedule

Using feedback from the Risk Scoring Workshop described in Task 1.2 and the findings from Task 2-4 on structures and equipment condition, operations, or defects determined at the WWTP, Carollo will develop a Draft Assessment (Risk- Based) R&R Plan and Schedule (Plan). The Draft Plan will include an estimation of remaining life of equipment (i.e., process, electrical, and I&C) and structures (i.e., tanks and buildings), a discussion on condition assessment scoring approach, identification of critical facilities, and assessment of the risks associated with each facility. Draft report will also develop a list of recommendations to address the issues identified and prioritization of recommendations based on condition and risk assessment.

The Draft Plan will also provide an initial implementation schedule based on the risk scoring. An opinion of cost range will be developed for each R&R project and presented in the Draft Plan. The focus of the Draft Plan will be on the schedule tied to risk and remaining useful life. Following development and submittal of the Draft Plan the Integrated Planning Workshop described in Task 1.2 will be conducted.

Task 5.2 – Develop Final Assessment R&R Plan and Schedule

Using District feedback on the Draft Plan and the Integrated Workshop Carollo will develop the Final Assessment R&R Plan and Schedule (Final Plan). The integrated implementation schedule will be adjusted from the Draft Plan to reflect the District's operational and financial goals and CDP compliance approach and to better reflect practical implementation challenges including financing and funding timelines. The Integrated Plan will include defensible discussion of re-ordering R&R projects based on the Integrated Planning Workshop described in Task 1.2.

A Capital Improvement Plan (CIP) will be developed to provide short-term, mid-term, and long-term projects necessary to meet service demands over a 20- to 25-year planning

horizon. The Final Plan and Schedule will incorporate District review/comments on the Draft Plan.

TASK 5 ASSUMPTIONS

- 20 to 25 year planning horizon.
- R&R projects developed to a conceptual level of detail.
- R&R project cost opinion developed based on conceptual level of detail (Class 5 estimate).
- CIP developed to identify short, mid and long-term needs.
- R&R projects and cost opinions identified in the Preliminary Plan are used in the Integrated Plan.
- District to provide comments on all draft deliverables in one consolidated comment set for development of final deliverable.

TASK 5 DELIVERABLES

- Draft Assessment (Risk-Based) R&R Plan and Schedule in PDF format.
- Final Assessment R&R Plan and Schedule in PDF format.

Task 6 – Software Evaluation

Carollo to evaluate District existing software capabilities against District needs. Carollo to collaborate through up to three (3) 2-hour virtual (e.g. MS Teams) workshops with District's staff to develop software requirements for either enterprise asset management software or computerized maintenance management system (CMMS) software, depending on the overall needs. Carollo will then evaluate software providers or services with functionality to support the District's ongoing needs for an asset management software (AMS)/CMMS and provide a comparison matrix. Software solutions may include capabilities for CMMS, geographic information systems (GIS), decision support systems, and data visualization software tools.

Carollo to collaborate with a one (1) 2-hour virtual workshop to discuss software providers. Based on District feedback, Carollo will draft a solicitation letter to be sent by the District to up to three (3) software vendors to request additional information including estimated implementation schedule and budgetary costs.

Carollo will document the evaluation in a Software Evaluation Project Memorandum that will summarize evaluations and identify implementation schedule and budgetary costs if available and rank the final three software vendors.

TASK 6 ASSUMPTIONS

- Up to three (3) workshops via video conference (e.g. MS Teams).
- District to provide comments on all draft deliverables in one consolidated comment set for development of final deliverable.
- Budgetary costs will be based on vendor provided estimates.

TASK 6 DELIVERABLES

- Project memorandum in PDF format.
- Workshop agendas and minutes.

General Assumptions

Estimates and Projections

In providing opinions of cost, financial analyses, economic feasibility projections, schedules, and quantity and/or quality estimates for potential projects, Engineer has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; the incoming water quality and/or quantity; the way the District's plant(s) and/or associated processes are operated and/or maintained; and other economic and operational factors that may materially affect the ultimate project elements, including, but not limited to, cost or schedule. Therefore, Engineer makes no warranty that the District's actual project costs, financial aspects, economic feasibility, schedules, and/or quantities or quality realized will not vary from Engineer's opinions, analyses, projections, or estimates.

Data and Information Provided

The District shall furnish to Carollo available studies, reports and other data pertinent to Carollo's services; obtain or authorize Carollo to obtain or provide additional reports and data as required; furnish to Carollo services of others required for the performance of Carollo's services hereunder, and Carollo shall be entitled to use and reasonably rely upon all such information and services provided by the District or others in performing Carollo's services under this Agreement.

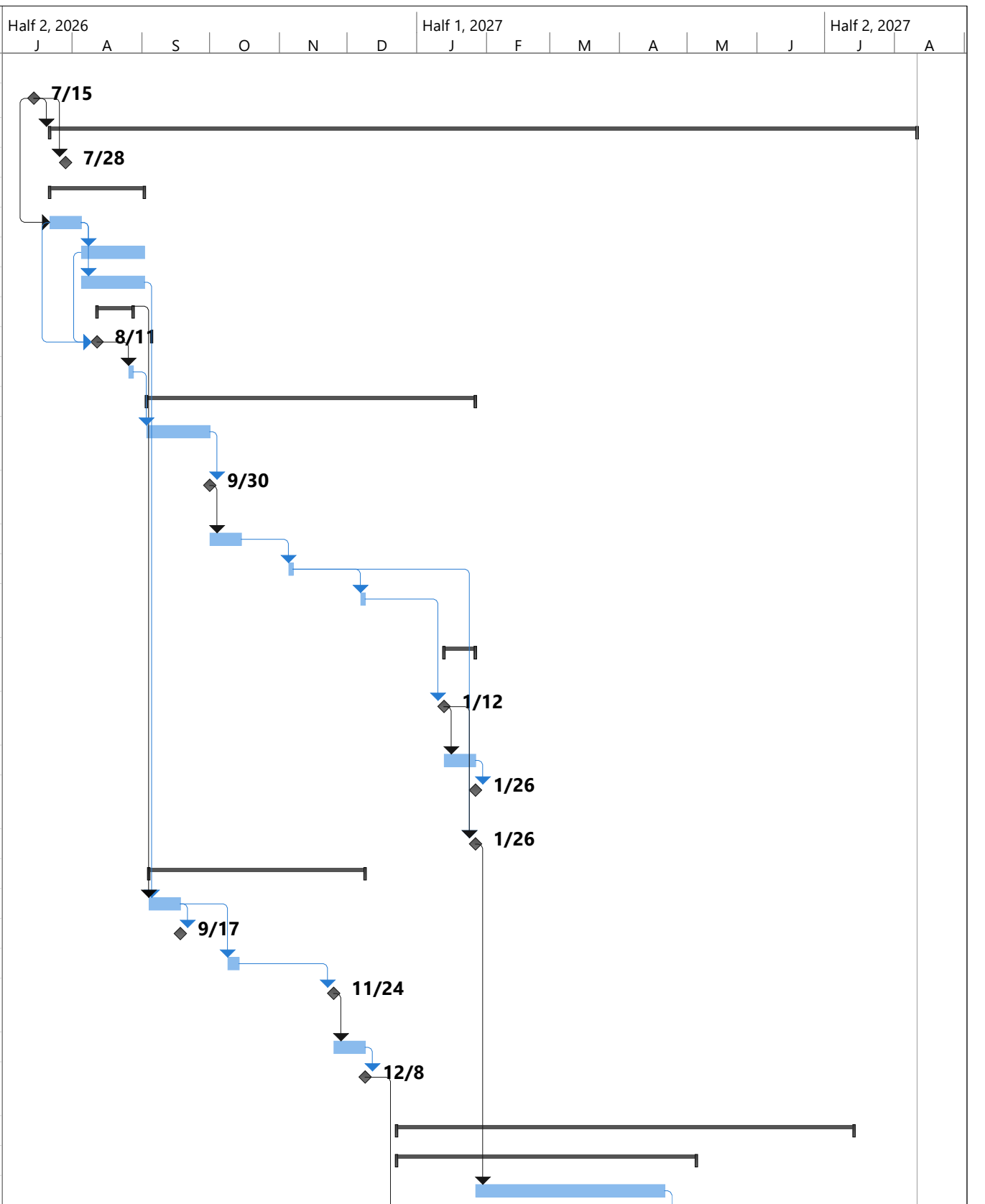
Access

The District shall arrange for access to and make all provisions for Carollo and its subconsultants, to enter upon public and private property as required for Carollo and its subconsultants to perform services hereunder.

PROPOSED FEE ESTIMATE
 WWTP Condition Assessment
 South San Luis Obispo County Sanitation District

Task Description	Carollo Hours															Total Hours	Labor	PECE	Other Direct Costs	Subconsultant: ASI Group	Subconsultant: V&A	10% Mark-Up	Estimated Fee			
	Holmes	James	Lefebvre	Eckard	Stone	Doering	Bahneman	Robinson	Moore	Rozgony	Duncan	Handerson														
	Senior Project Manager	Senior Service Delivery Lead	Senior Professional	Professional	Lead Professional	Senior Design Manager	Service Delivery Lead	Service Delivery Lead	Service Delivery Lead	Service Delivery Lead	Professional	Service Delivery Lead	Staff Professional	Project Services Administrator	Document Processor I											
PIC	Tech Advisor	Project Manager	Project Engineer	Mech. Lead	Structural Lead	Electrical Lead	I&C Lead	SCADA Lead	Cost Est.	Resilience	Corrosion	Staff Support	Project Services	DP Staff												
13 = Project Duration (months)	\$ 367	\$ 367	\$ 287	\$ 238	\$ 270	\$ 367	\$ 364	\$ 364	\$ 364	\$ 364	\$ 238	\$ 364	\$ 230	\$ 204	\$ 143			\$ 17.00								
Task 1 – Project Management	16	24	70	84	3	3	3	3	3	3	0	0	3		4	232	\$ 65,000	\$ 3,944	\$ 4,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,494
Task 1.1 – Project Monitoring and Controls			32	32										13		77	\$ 19,500	\$ 1,309								\$ 20,809
Task 1.2 – Project Meetings/Workshops	8	8	22	52	3	3	3	3	3	3			3		4	115	\$ 32,100	\$ 1,955	\$ 4,550							\$ 38,605
Task 1.3 - Quality Assurance Quality Control	8	16	16													40	\$ 13,400	\$ 680								\$ 14,080
Task 2 – Data Gathering and Review	0	0	18	30	46	4	4	4	4	4	4	4	60		6	188	\$ 49,000	\$ 3,196	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,696
Task 2.1 - Data Request			2	4									4			10	\$ 2,400	\$ 170								\$ 2,570
Task 2.2 - Consolidated Plant Drawings			4	12									24		6	46	\$ 10,400	\$ 782								\$ 11,182
Task 2.3 – Data Review			10	10	4	4	4	4	4	4	4	4	20			72	\$ 20,600	\$ 1,224								\$ 21,824
Task 2.4 - Operations Staff Interviews			2	4	42								12			60	\$ 15,600	\$ 1,020	\$ 1,500							\$ 18,120
Task 3 – Field Condition Assessment	0	14	36	64	30	30	30	30	30	0	0	8	88	0	8	368	\$ 106,800	\$ 6,256	\$ 9,000	\$ -	\$ 81,173	\$ 8,117	\$ -	\$ -	\$ -	\$ 211,848
Task 3.1 - Desktop Condition Assessment and Field Protocol		8	8	30									40		8	94	\$ 22,700	\$ 1,598								\$ 24,440
Task 3.2 – Field Condition Assessment		4	20	30	30	30	30	30	30			8	40			252	\$ 78,300	\$ 4,284	\$ 9,000							\$ 91,944
Task 3.3 - Conduct In-Depth Condition Assessment (District Authorization Required)		2	8	4									8			22	\$ 5,800	\$ 374			\$ 81,173	\$ 8,117	\$ -	\$ -	\$ -	\$ 95,464
Task 4 - Ocean Outfall Condition Assessment	0	4	8	12	0	0	0	0	0	0	0	0	16	0	0	40	\$ 10,300	\$ 680	\$ -	\$ 76,300	\$ -	\$ 7,630	\$ -	\$ -	\$ -	\$ 94,910
Task 4.1 - Ocean Outfall Assessment Work Plan		2	4	8									12			26	\$ 6,500	\$ 442	\$ 2,000		\$ 200					\$ 9,142
Task 4.2 - Ocean Outfall Condition Assessment		2	4	4									4			14	\$ 3,800	\$ 238	\$ 74,300		\$ 7,430					\$ 85,768
Task 5 - R&R Plan and Update	4	14	28	60	28	28	12	12	12	40	0	0	140		32	410	\$ 111,200	\$ 6,970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 118,170
Task 5.1 - Develop Draft Assessment (Risk-Based) R&R Plan and Schedule	2	8	16	36	24	24	8	8	8	40			80		16	270	\$ 76,100	\$ 4,590								\$ 80,690
Task 5.2 - Develop Final (Integrated) R&R Plan and Schedule	2	6	12	24	4	4	4	4	4				60		16	140	\$ 35,100	\$ 2,380								\$ 37,480
Task 6 - Software Evaluation	0	16	16	40	0	0	0	0	0	0	0	0	40		8	120	\$ 30,300	\$ 2,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,340
Task 6 - Software Evaluation		16	16	40									40		8	120	\$ 30,300	\$ 2,040								\$ 32,340
Total Tasks 1 through 5 Hours	20	72	176	290	107	65	49	49	49	47	4	12	347	0	58	1,358	\$ 372,600	\$ 23,086	\$ 15,050	\$ 76,300	\$ 81,173	\$ 15,747	\$ -	\$ -	\$ -	\$ 584,458
Optional Tasks	0	2	2	2	0	0	0	0	0	0	0	0	4	0	0	10	\$ 2,700	\$ 170	\$ -	\$ -	\$ 20,000	\$ 2,000	\$ -	\$ -	\$ -	\$ 24,870
Task 3.5A - Additional In-Depth Assessment - Day Rate		2	2	2									4			10	\$ 2,700	\$ 170			\$ 20,000	\$ 2,000				\$ 24,870
Total Including Optional	20	74	178	292	107	65	49	49	49	47	4	12	351	0	58	1,368	\$ 375,300	\$ 23,256	\$ 15,050	\$ 76,300	\$ 101,173	\$ 17,747	\$ -	\$ -	\$ -	\$ 609,328

ID	Task Mode	Task Name	Duration	Start	Finish	Half 2, 2026					Half 1, 2027					Half 2, 2027	
						J	A	S	O	N	D	J	F	M	A	M	J
1																	
2		District Issue NTP and Share Data to be Reviewed	0 days	Wed 7/15/26	Wed 7/15/26												
3		Task 1 - Project Management	275 days	Wed 7/22/26	Tue 8/10/27												
4		Kick-off Mtg	0 days	Tue 7/28/26	Tue 7/28/26												
5		Task 2 - Data Review and Gathering	30 days	Wed 7/22/26	Tue 9/1/26												
6		2.1 Data Request	2 wks	Wed 7/22/26	Tue 8/4/26												
7		2.1 Consolidated Plant Drawings	4 wks	Wed 8/5/26	Tue 9/1/26												
8		2.2 Data Review	4 wks	Wed 8/5/26	Tue 9/1/26												
9		2.3 Operations Staff Interviews	12 days	Tue 8/11/26	Thu 8/27/26												
10		Carollo to provide Interview Topics and Materials	0 days	Tue 8/11/26	Tue 8/11/26												
11		Operations Staff Interviews	2 days	Wed 8/26/26	Thu 8/27/26												
12		Task 3 - Field Condition Assessment	104 days	Thu 9/3/26	Tue 1/26/27												
13		3.1 Develop Draft Desktop Assessment and Field Assessment Protocol Report	4 wks	Thu 9/3/26	Wed 9/30/26												
14		Draft Desktop Assessment and Field Assessment Protocol Report (Deliverable)	0 days	Wed 9/30/26	Wed 9/30/26												
15		3.1 District Review of Report	2 wks	Thu 10/1/26	Wed 10/14/26												
16		3.2 Field Condition Assessment	2 days	Thu 11/5/26	Fri 11/6/26												
17		3.3 In-Depth Field Condition Assessment (District Authorization Required)	2 days	Mon 12/7/26	Tue 12/8/26												
18		Task - 3.4 Optional Additional In-Depth Field Condition Assessment (District Authorization Required)	10 days	Tue 1/12/27	Tue 1/26/27												
19		Draft In-Depth Condition Assessment Report TM (V&A Deliverable)	0 days	Tue 1/12/27	Tue 1/12/27												
20		District Review of TM	2 wks	Wed 1/13/27	Tue 1/26/27												
21		Final In-Depth Condition Assessment Report TM (V&A Deliverable)	0 days	Tue 1/26/27	Tue 1/26/27												
22		Preliminary Findings Workshop	0 days	Tue 1/26/27	Tue 1/26/27												
23		Task 4 - Ocean Outfall Condition Assessment	68 days	Fri 9/4/26	Tue 12/8/26												
24		4.1 Develop Draft Ocean Outfall Assessment Workplan	2 wks	Fri 9/4/26	Thu 9/17/26												
25		4.1 Draft Ocean Outfall Assessment Workplan	0 days	Thu 9/17/26	Thu 9/17/26												
26		4.2 Ocean Outfall Condition Assessment	3 days	Fri 10/9/26	Tue 10/13/26												
27		4.2 Draft Ocean Outfall Condition Assessment Report (ASI Deliverable)	0 days	Tue 11/24/26	Tue 11/24/26												
28		4.2 District Review of Assessment Report	2 wks	Wed 11/25/26	Tue 12/8/26												
29		4.2 Final Ocean Outfall Condition Assessment Report (ASI Deliverable)	0 days	Tue 12/8/26	Tue 12/8/26												
30		Task 5 - R&R Plan and Schedule	145 days	Tue 12/22/26	Tue 7/13/27												
31		5.1 Develop Draft (Risk Based) R&R Plan and Schedule	95 days	Tue 12/22/26	Tue 5/4/27												
32		Develop Draft R&R Plan and Schedule	12 wks	Wed 1/27/27	Tue 4/20/27												



Project: schedule_nego_1 Date: Thu 6/25/26	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

EXHIBIT B
CERTIFICATES OF INSURANCE AND ENDORSEMENTS

Waiver of subrogation applies to workers compensation/employer's liability where allowed by state law and as required by written contract. General Liability and Auto Liability include severability of interests. Thirty (30) days' notice of cancellation by the insurer will be provided to the Certificate Holder, ten (10) days' notice in the event of non-payment of premium.

POLICY NUMBER: 0313-9010

ENDORSEMENT

NOTICE OF CANCELLATION TO DESIGNATED ENTITY(IES)

Policy No. 0313-9010
Issued to Carollo Engineers, Inc.
Issued by Allied World Surplus Lines Insurance Company

In consideration of the premium charged, it is hereby agreed that Section VIII. CONDITIONS, Subsection H. is amended to include the following:

In the event of cancellation or non-renewal of this Policy, the **Company** will provide a thirty-day notice to the entity with whom the **Named Insured** has agreed, pursuant to a prior written contract, to provide to such entity with a notice of cancellation or non-renewal. Provided, however, that in the event of cancellation for non-payment of premium, the **Company** shall provide to such entity a ten-day notice of cancellation before the effective date of cancellation.

In addition, in the event of a reduction in the Limits of Liability of this Policy not resulting from payment of **Damages** or **Defense Expenses**, the **Company** will provide a sixty-day notice to the entity with whom the **Named Insured** has agreed with, pursuant to a prior written contract, to provide such entity with a notice of such reduction in limits.

As a condition precedent to providing the notices specified above, the **Named Insured** will provide the **Company**, within ten (10) business days of the **Company's** request, the names and addresses of the entities with whom the **Named Insured** agreed to provide the notices specified above. In the event the **Named Insured** omits or fails to provide the foregoing information, the **Company** shall not provide such notices.

The **Company's** failure to provide such notices will not extend the Policy cancellation date, negate cancellation, non-renewal or reduction in limits, of this Policy. Nor shall such failure be cause for legal action against the **Company**.

All other terms, conditions and limitations of this Policy shall remain unchanged.

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POLICY NUMBER: BAP 9730571

Notification to Others of Cancellation, Nonrenewal or Reduction of Insurance

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

Commercial Automobile Coverage Part

- A.** If we cancel or non-renew this Coverage Part by written notice to the first Named Insured for any reason other than nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation or non-renewal:
1. To the name and address corresponding to each person or organization shown in the Schedule below; and
 2. At least 10 days prior to the effective date of the cancellation or non-renewal, as advised in our notice to the first Named Insured, or the longer number of days notice if indicated in the Schedule below.
- B.** If we cancel this Coverage Part by written notice to the first Named Insured for nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation to the name and address corresponding to each person or organization shown in the Schedule below at least 10 days prior to the effective date of such cancellation.
- C.** If coverage afforded by this Coverage Part is reduced or restricted, except for any reduction of Limits of Insurance due to payment of claims, we will mail or deliver notice of such reduction or restriction:
1. To the name and address corresponding to each person or organization shown in the Schedule below; and
 2. At least 10 days prior to the effective date of the reduction or restriction, or the longer number of days notice if indicated in the Schedule below.
- D.** If notice as described in Paragraphs **A.**, **B.** or **C.** of this endorsement is mailed, proof of mailing will be sufficient proof of such notice.

SCHEDULE	
Name and Address of Other Person(s) / Organization(s):	Number of Days Notice:
All certificate holders where notice of cancellation is required by written contract with the Named Insured	30

All other terms and conditions of this policy remain unchanged.

U-CA-811-A CW (05/10)

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POLICY NUMBER: GLO 9730569

Notification to Others of Cancellation, Nonrenewal or Reduction of Insurance

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

**Commercial General Liability Coverage Part
Liquor Liability Coverage Part
Products/Completed Operations Liability Coverage Part**

- A.** If we cancel or non-renew this Coverage Part(s) by written notice to the first Named Insured for any reason other than nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation or non-renewal:
 1. To the name and address corresponding to each person or organization shown in the Schedule below; and
 2. At least 10 days prior to the effective date of the cancellation or non-renewal, as advised in our notice to the first Named Insured, or the longer number of days notice if indicated in the Schedule below.
- B.** If we cancel this Coverage Part(s) by written notice to the first Named Insured for nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation to the name and address corresponding to each person or organization shown in the Schedule below at least 10 days prior to the effective date of such cancellation.
- C.** If coverage afforded by this Coverage Part(s) is reduced or restricted, except for any reduction of Limits of Insurance due to payment of claims, we will mail or deliver notice of such reduction or restriction:
 1. To the name and address corresponding to each person or organization shown in the Schedule below; and
 2. At least 10 days prior to the effective date of the reduction or restriction, or the longer number of days notice if indicated in the Schedule below.
- D.** If notice as described in Paragraphs **A.**, **B.** or **C.** of this endorsement is mailed, proof of mailing will be sufficient proof of such notice.

SCHEDULE	
Name and Address of Other Person(s) / Organization(s):	Number of Days Notice:
All certificate holders where notice of cancellation is required by written contract with the Named Insured	30

All other terms and conditions of this policy remain unchanged.

**NOTIFICATION TO OTHERS OF CANCELLATION, NONRENEWAL OR
REDUCTION OF INSURANCE ENDORSEMENT**

This endorsement is used to add the following to Part Six of the policy.

**PART SIX
CONDITIONS**

- A. If we cancel or non-renew this policy by written notice to you for any reason other than nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation or non-renewal to the name and address corresponding to each person or organization shown in the Schedule below. Notification to such person or organization will be provided at least 10 days prior to the effective date of the cancellation or non-renewal, as advised in our notice to you, or the longer number of days notice if indicated in the Schedule below.
- B. If we cancel this policy by written notice to you for nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation to the name and address corresponding to each person or organization shown in the Schedule below at least 10 days prior to the effective date of such cancellation.
- C. If coverage afforded by this policy is reduced or restricted, except for any reduction of Limits of Liability due to payment of claims, we will mail or deliver notice of such reduction or restriction to the name and address corresponding to each person or organization shown in the Schedule below. Notification to such person or organization will be provided at least 10 days prior to the effective date of the reduction or restriction, or the longer number of days notice if indicated in the Schedule below.
- D. If notice as described in Paragraphs **A.**, **B.** or **C.** of this endorsement is mailed, proof of mailing will be sufficient proof of such notice.

SCHEDULE

Name and Address of Other Person(s)/Organizations:	All Certificate holders where notice of cancellation is required by written contract with the Named
Number of Days Notice:	30

All other terms and conditions of this policy remain unchanged.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Policy No. WC 9730570

Insured CAROLLO ENGINEERS, INC.
Insurance Company Zurich American Insurance Company

WC 99 06 34

POLICY NUMBER: GLO 9730569

COMMERCIAL GENERAL LIABILITY
CG 20 37 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any person or organization, other than an architect, engineer or surveyor, whom you are required to add as an additional insured under this policy under a written contract mark or written agreement executed prior to loss.	Any Location or project, other than a wrap-up or other consolidated insurance program location or project for which insurance is otherwise separately provided to you by a wrap-up or other consolidated insurance program
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance.

POLICY NUMBER: GLO 9730569

COMMERCIAL GENERAL LIABILITY
CG 20 10 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any person or organization, other than an architect, engineer or surveyor, whom you are required to add as an additional insured under this policy under a written contract or written agreement executed prior to loss.	Any Location or project, other than a wrap-up or other consolidated insurance program location or project for which insurance is otherwise separately provided to you by a wrap-up or other consolidated insurance program
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

POLICY NUMBER: GLO 9730569

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance;
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance.

POLICY NUMBER: GLO 9730569

Other Insurance Amendment - Primary and Non-Contributory

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

Commercial General Liability Coverage Part

1. The following paragraph is added to the Other Insurance Condition of Section **IV – Commercial General Liability Conditions**:

This insurance is primary insurance to and will not seek contribution from any other insurance available to an additional insured under this policy provided that:

- a. The additional insured is a Named Insured under such other insurance; and
- b. You are required by a written contract or written agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

2. The following paragraph is added to Paragraph **4.b.** of the Other Insurance Condition of Section **IV – Commercial General Liability Conditions**:

This insurance is excess over:

Any of the other insurance, whether primary, excess, contingent or on any other basis, available to an additional insured, in which the additional insured on our policy is also covered as an additional insured on another policy providing coverage for the same "occurrence", offense, claim or "suit". This provision does not apply to any policy in which the additional insured is a Named Insured on such other policy and where our policy is required by written contract or written agreement to provide coverage to the additional insured on a primary and non-contributory basis.

All other terms and conditions of this policy remain unchanged.

POLICY NUMBER: BAP 9730571

COMMERCIAL AUTO
CA 20 48 10 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED FOR COVERED AUTOS LIABILITY COVERAGE

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

SCHEDULE

Name Of Person(s) Or Organization(s):

Any person or organization to whom or which you are required to provide additional insured status or additional insured status on a primary, non-contributory basis, in a written contract or written agreement executed prior to loss, except where such contract or agreement is prohibited by law.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "insured" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Paragraph **A.1.** of Section **II** – Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph **D.2.** of Section **I** – Covered Autos Coverages of the Auto Dealers Coverage Form.

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

WC 00 03 13
(Ed. 04-84)

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

Any person or organization you are required to waive your rights of recovery in a written contract, agreement or permit with the Named Insured.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

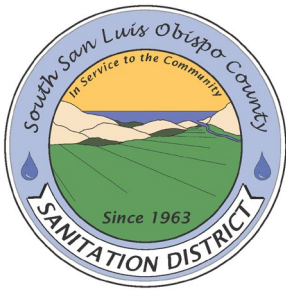
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Policy No. WC 9730570

Insured CAROLLO ENGINEERS, INC.

Insurance Company Zurich American Insurance Company

WC 00 03 13



SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

Post Office Box 339, Oceano, California 93475-0339
1600 Aloha, Oceano, California 93445-9735
Telephone (805) 489-6666 FAX (805) 489-2765
www.sslocsd.org

Staff Report

To: Board of Directors
From: Jeremy Ghent, District Administrator
Date: July 1, 2026

**Subject: PUBLIC HEARING AND ADOPTION OF RESOLUTION NO. 2026-470
APPROVING THE BUDGET FOR FISCAL YEAR 2026/27**

RECOMMENDATIONS:

1. **Open the Public Hearing** to receive input on the proposed Fiscal Year 2026/27 Budget.
2. **Receive and consider public testimony** regarding the proposed budget.
3. **Close the Public Hearing** following the conclusion of public comment.
4. **Incorporate any Board-directed revisions** into the final budget document.
5. **Adopt Resolution No. 2026-470**, thereby approving the District Budget for Fiscal Year 2026/27.

BACKGROUND AND DISCUSSION

On June 3, 2026, the Board of Directors reviewed, discussed, and approved the Draft Budget for Fiscal Year (FY) 2026/27, and set a Public Hearing for July 1, 2026.

Proposed Budget

The FY 2026/27 budget has been developed using conservative estimates and professional judgment, with a focus on operating the District's facilities in a safe, cost-effective, and efficient manner. The budget ensures compliance with all applicable federal, state, and local regulations.

The attached budget covers the period July 1, 2026, through June 30, 2027, and provides the necessary funding to meet the operational, maintenance, and capital improvement needs of the District.

District Cash Reserves

In accordance with the District Reserve Policy, Fund 19 is required to maintain a minimum operating reserve equal to 10% of annual operating and maintenance costs. As of June 30, 2025, this reserve was \$541,200 meeting the 10% requirement based on that year's expenses.

Following the completion of the 2024 audit, the reserve amount was updated on July 1, 2025, to \$541,200, reflecting the revised 10% threshold.

As of the current reporting period, Fund 19 maintains an operating cash balance of \$4,337,863. This amount includes the required operating reserve and is separate from Capital Accounts.

The Fund 20 Capital Expansion Fund includes LAIF (Local Agency Investment Fund) and is designated for capacity improvements and system expansion.

District Cash & Reserve Summary (as of June 23, 2026)

Cash Balances by Fund:

- **Fund 19 – Operations & Maintenance:** \$4,337,863
- **Fund 20 – Capital Expansion (LAIF):** \$9,815,599
- **Fund 26 – Capital Replacement:** \$214,514

Total Cash Balance: \$14,367,973

Minimum Operating Reserve (as of July 1, 2025): \$541,200

Available Cash After Reserve: \$13,826,773

CONSOLIDATED BUDGET FY 2026/27

		Fund 19 Operating Fund	Fund 20 Expansion Fund	Fund 26 Replacement Fund	Proposed Budget FY 2026/27
Revenues					
Service Charges and Fees		6,744,000			6,744,000
Connection Fees			75,000		75,000
Interest		309,000	100,000		409,000
Brine Revenue		100,000			100,000
Revenues		7,153,000	175,000		7,328,000
Use of Reserves		1,732,345	7,675,000		9,407,345
Total Revenues		8,885,345	7,850,000		16,735,345
Expenditures & Other Uses					
Operating Expenditures					
Salaries and Wages		1,295,395			1,295,395
Employee Benefits and Other Personnel Costs		825,300			825,300
Permits, Fees and Licenses		66,000			66,000
Communications		21,000			21,000
Administrative Costs		349,150			349,150
Legal Costs		60,000			60,000
Engineering		100,000			100,000
Coastal Hazards & Monitoring		80,000			80,000
LAFCO Budget Share		19,000			19,000
Zone 1/1A Agreement		40,000			40,000
Agency Billing		75,000			75,000
Disposal Services		105,000			105,000
Utilities		595,000			595,000
Maintenance, Tools & Replacements		447,000			447,000
Materials, Services and Supplies		732,000			732,000
Training, Education & Memberships		47,500			47,500
Supervisory Control & Data Acquisition		60,000			60,000
Total Operating Expenditures		4,917,345			4,917,345
Total Other Charges					
Debt Service		1,230,000			1,230,000
Total Other Charges		1,230,000			1,230,000
Capital Outlay					
Capital Replacement/Maintenance (Fund 26)				2,738,000	2,738,000
Capital Equipment		-	7,850,000		7,850,000
Total Capital Outlay		-	7,850,000	2,738,000	10,588,000
Other Financing Sources & Uses					
Transfers Out/In Fund 26		2,738,000		(2,738,000)	
Total Other Financing Sources & Uses		2,738,000		(2,738,000)	-
Total Funding Source					
Total Funding Source		8,885,345	7,850,000		16,735,345
Total Expense					
Total Expense		8,885,345	7,850,000		16,735,345
Net Change (Deficit)		-	-	-	-

Balanced Budget

Fund 19 – Operating & Maintenance Fund

Fund 19 is the District's primary operating account. Its revenues are derived largely from wastewater service charges, with additional income from brine-disposal fees, and smaller contributions from lease payments and miscellaneous reimbursements. The draft budget anticipates \$8,885,345 in revenues and \$4,917,345 in operating expenses, \$1,230,000 in debt service and \$2,738,000 in transfers to other funds for capital projects.

Fund 19 financing supports the full spectrum of day-to-day activities required to operate and maintain the District's treatment facilities and administrative functions, including:

- Salaries & Wages of \$1,129,395
- Employee Benefits & Other Personnel Costs \$825,300
- Permits, Fees & Licenses \$66,000
- Communications \$21,000
- Administrative & Professional Services \$349,150
- Legal Costs \$60,000
- Engineering \$100,000
- Coastal Hazards Monitoring & Reporting \$80,000
- LAFCO Budget Share \$19,000
- Zone 1/1A Property Tax \$40,000
- Agency Billing \$75,000
- Disposal Services (solids handling, brine-disposal sampling) \$105,000
- Utilities (electricity, gas, rubbish, water) \$595,000
- Maintenance, Tools & Replacements (equipment and structures) \$447,000
- Materials, Services & Supplies (plant chemicals, fuel, safety supplies) \$732,000
- Training, Education & Memberships (professional certificates/licenses) \$47,500
- SCADA System Upgrades (Supervisory Control & Data Acquisition) \$60,000
- Debt Service \$1,230,000
- Inter-Fund Transfers (e.g., supporting Fund 26 capital projects) \$2,738,000

This structure ensures that essential operational obligations are met while providing flexibility to address emergent needs, comply with regulatory requirements, and support capital initiatives through scheduled transfers to other District funds.

Staffing

The Fiscal Year 2026/27 Budget funds a total of eleven (11) full-time positions. The current staff roster includes:

- **District Administrator** (1)
- **Business and Accounting Analyst** (1)
- **Plant Superintendent** (1)
- **Plant Operations Supervisor** (1)
- **Plant Senior Operator** (1)
- **Laboratory Manager** (1) – *Currently Vacant*
- **Laboratory Technician** (1)
- **Plant Operator II** (4)

This staffing structure ensures the District has the personnel necessary to maintain safe and effective operations, meet regulatory requirements, and support ongoing capital and maintenance projects. The Laboratory Manager position remains vacant currently, but funding is included in the budget to support filling the role.

Fund 20 - Capital Expansion Fund.

This Fund receives revenue annually from connection fees. This fund supports capacity, expansion, and studies. FY 2026/2 budgets for 1 Project.

- Cogeneration Project \$7,850,000

Cogeneration Funding Update: Upon legal review, the District identified several substantial contract revisions that we have requested from Southland. Southland is currently developing costs for these requested changes. There were a variety of routine contract language adjustments requested in the review. However, the substantial changes were regarding time overruns, PG&E interconnection costs and guaranteed performance of the cogeneration system. The project cost benefit and return on investment (payback time) will be updated and reconsidered. Staff will provide a revised recommendation based on these updated costs.

Fund 26 – Capital Replacement Fund

Fund 26 receives no direct revenue and is fully supported by interfund transfers. The draft budget includes a \$2,738,000 transfer from Fund 19, which covers Structure/Grounds Replacement.

This Fiscal Year budget includes funding for eight projects under account 26-8065, Structure Maintenance.

Project Description	Budgeted Amount
Amiad Filter Replacement	\$75,000
Condition Assessment	\$570,000
Digester No.1 Cleaning	\$1,500,000
Lawnmower	\$15,000
Operator Cart	\$18,000
Primary Sludge Pump No.3	\$40,000
Trunk Sewer Cleaning Inspection	\$400,000
Work Vehicles (2)	\$120,000

CONCLUSION

The FY 2026/27 budget successfully addresses all known District operation and maintenance requirements, preserves the District's reserve levels, and provides full funding for capital expenditures.

Attachment:

Budget for 2026/27 Fiscal Year

*South San Luis Obispo County Sanitation
District*

BUDGET

2026-27 Fiscal Year

**MEMBERS OF THE
BOARD OF DIRECTORS:**

Caren Ray Russom – Chair

Kassi Dee – Vice Chair

Linda Austin – Director

South San Luis Obispo County Sanitation District

PO Box 339

1600 Aloha Place

Oceano, CA 93445-9735

(805) 489-6666 Operations

(805) 481-6903 Business Office

(805)489-2765 Fax

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RESOLUTION NO. 2026-470

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH SAN LUIS OBISPO
COUNTY SANITATION DISTRICT
ADOPTING THE 2026-27 FISCAL YEAR BUDGET**

"WHEREAS, the District annually designates a budget for revenues and expenditures as a prudent financial practice and an aid in compliance with multiple requirements of State law; and

WHEREAS, such budgeting requires that proper methods be used for the acquisition and disbursements of District monies; and

WHEREAS, the District desires to make known its planned activities and associated costs for the 2026-27 Fiscal Year.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors, South San Luis Obispo County Sanitation District, San Luis Obispo County, California, as follows:

That the proposed budget titled, "South San Luis Obispo County Sanitation District, Fiscal Year Budget 2026-27 be adopted.

That the final budget be administered as established by past policies and practices.

PASSED AND ADOPTED at a Public Hearing held during the regular meeting of the South San Luis Obispo County Sanitation District on July 1, 2026.

Upon motion of Director _____ and seconded by Director _____ and on the following roll call vote to wit:

- AYES:**
- NOES:**
- ABSENT:**
- CONFLICTS:**

CERTIFICATION:

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the South San Luis Obispo County Sanitation District held July 1, 2026.

**CHAIR OF THE BOARD OF DIRECTORS
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT**

ATTEST:

BUSINESS & ACCOUNTING ANALYST

APPROVED AS TO FORM:

BY: _____
DISTRICT COUNSEL

APPROVED AS TO CONTENT:

BY: _____
JEREMY GHENT,
DISTRICT ADMINISTRATOR

**NOTICE OF PUBLIC HEARING
SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT
ADOPTION OF FISCAL YEAR 2026-2027 BUDGET**

DATE: July 1, 2026
TIME: 6:00 p.m.
PLACE: Oceano Community Services District,
1655 Front Street,
Oceano, California 93445

PLEASE TAKE NOTICE:

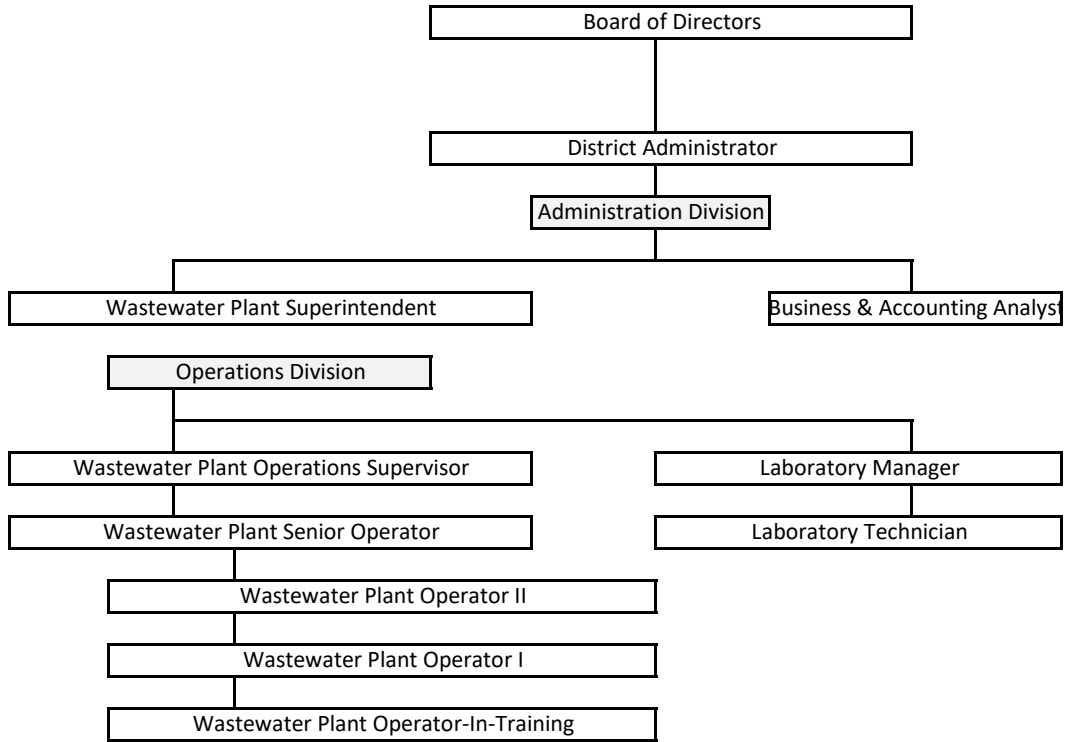
1. The District Administrator has prepared a proposed Final Budget, which is available for inspection, during regular business hours, 7:30 a.m. to 4:00 p.m., Monday through Friday, at the District Office located at 1600 Aloha Place, Oceano, California.

At 6:00 p.m., on July 1, 2026, South San Luis Obispo County Sanitation District Board of Directors will meet to consider and to adopt the final Fiscal Year 2026-2027 Budget.

2. At the time and place specified in this Notice, any person may appear to be heard regarding any item in the Budget or regarding the addition of any other items.
3. The hearing on the Budget may be continued if necessary.

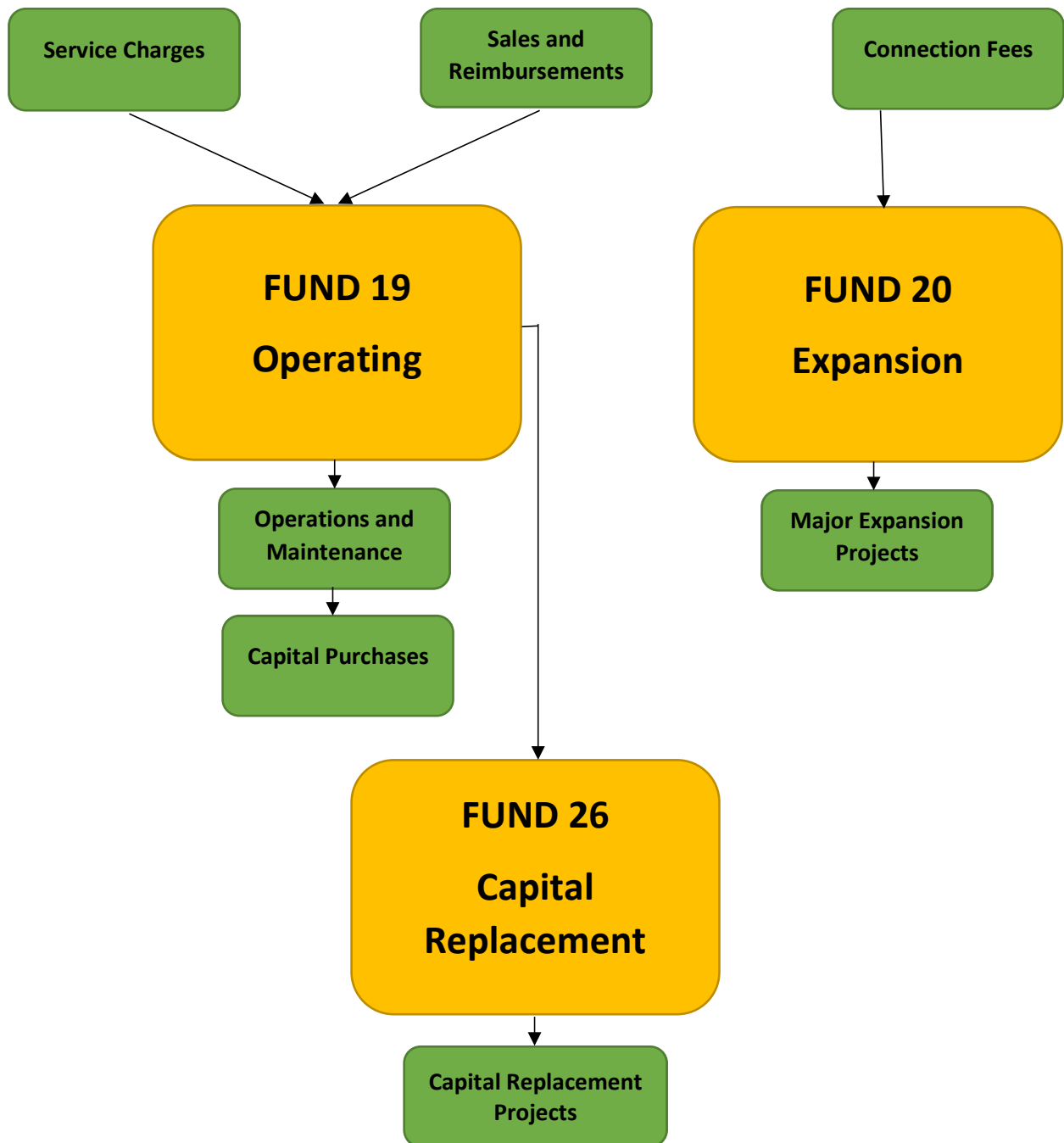
If you should have questions related to the Budget, please contact Amy Simpson, Business & Accounting Analyst, at (805) 481-6903.

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT



South San Luis Obispo County Sanitation District

Accounting Funds



CONSOLIDATED BUDGET FY 2026/27

		Fund 19 Operating Fund	Fund 20 Expansion Fund	Fund 26 Replacement Fund	Proposed Budget FY 2026/27
Revenues					
Service Charges and Fees		6,744,000			6,744,000
Connection Fees			75,000		75,000
Interest		309,000	100,000		409,000
Brine Revenue		100,000			100,000
Revenues		7,153,000	175,000		7,328,000
Use of Reserves		1,732,345	7,675,000		9,407,345
Total Revenues		8,885,345	7,850,000		16,735,345
Expenditures & Other Uses					
Operating Expenditures					
Salaries and Wages		1,295,395			1,295,395
Employee Benefits and Other Personnel Costs		825,300			825,300
Permits, Fees and Licenses		66,000			66,000
Communications		21,000			21,000
Administrative Costs		349,150			349,150
Legal Costs		60,000			60,000
Engineering		100,000			100,000
Coastal Hazards & Monitoring		80,000			80,000
LAFCO Budget Share		19,000			19,000
Zone 1/1A Agreement		40,000			40,000
Agency Billing		75,000			75,000
Disposal Services		105,000			105,000
Utilities		595,000			595,000
Maintenance, Tools & Replacements		447,000			447,000
Materials, Services and Supplies		732,000			732,000
Training, Education & Memberships		47,500			47,500
Supervisory Control & Data Acquisition		60,000			60,000
Total Operating Expenditures		4,917,345			4,917,345
Total Other Charges					
Debt Service		1,230,000			1,230,000
Total Other Charges		1,230,000			1,230,000
Capital Outlay					
Capital Replacement/Maintenance (Fund 26)				2,738,000	2,738,000
Capital Equipment		-	7,850,000		7,850,000
Total Capital Outlay		-	7,850,000	2,738,000	10,588,000
Other Financing Sources & Uses					
Transfers Out/In Fund 26		2,738,000		(2,738,000)	
Total Other Financing Sources & Uses		2,738,000		(2,738,000)	-
Total Funding Source					
Total Funding Source		8,885,345	7,850,000		16,735,345
Total Expense					
Total Expense		8,885,345	7,850,000		16,735,345
Net Change (Deficit)		-	-	-	-

Balanced Budget

CASH AND RESERVE SUMMARY

District Cash & Reserve Summary (as of June 23, 2026)

Cash Balances by Fund:

- **Fund 19 – Operating:** \$4,337,862
- **Fund 20 – Capital Expansion:** \$9,815,599
- **Fund 26 – Capital Replacement:** \$214,514

Total Cash Balance: \$14,367,973

Reserve Policy Requirement (Fund 19 only):

- **Required Reserve (as of June 30, 2025):** \$541,200
-

Cash available (after reserves):

- **Fund 19 – Operating:** \$3,796,662
- **Fund 20 – Capital Expansion:** \$9,815,599
- **Fund 26 – Capital Replacement:** \$214,514
- **Total Cash Available:** \$13,826,775

Operating Fund 19

Provides for routine daily operations, as well as funding transfers for major maintenance and capital purchases. Primarily funded by user service fees.

CONSOLIDATED BUDGET FY 2026/27

		Fund 19 Operating Fund	Fund 20 Expansion Fund	Fund 26 Replacement Fund	Proposed Budget FY 2026/27
Revenues					
Service Charges and Fees		6,744,000			6,744,000
Connection Fees			75,000		75,000
Interest		309,000	100,000		409,000
Brine Revenue		100,000			100,000
Revenues		7,153,000	175,000		7,328,000
Use of Reserves		1,732,345	7,675,000		9,407,345
Total Revenues		8,885,345	7,850,000		16,735,345
Expenditures & Other Uses					
Operating Expenditures					
Salaries and Wages		1,295,395			1,295,395
Employee Benefits and Other Personnel Costs		825,300			825,300
Permits, Fees and Licenses		66,000			66,000
Communications		21,000			21,000
Administrative Costs		349,150			349,150
Legal Costs		60,000			60,000
Engineering		100,000			100,000
Coastal Hazards & Monitoring		80,000			80,000
LAFCO Budget Share		19,000			19,000
Zone 1/1A Agreement		40,000			40,000
Agency Billing		75,000			75,000
Disposal Services		105,000			105,000
Utilities		595,000			595,000
Maintenance, Tools & Replacements		447,000			447,000
Materials, Services and Supplies		732,000			732,000
Training, Education & Memberships		47,500			47,500
Supervisory Control & Data Acquisition		60,000			60,000
Total Operating Expenditures		4,917,345			4,917,345
Total Other Charges					
Debt Service		1,230,000			1,230,000
Total Other Charges		1,230,000			1,230,000
Capital Outlay					
Capital Replacement/Maintenance (Fund 26)				2,738,000	2,738,000
Capital Equipment		-	7,850,000		7,850,000
Total Capital Outlay		-	7,850,000	2,738,000	10,588,000
Other Financing Sources & Uses					
Transfers Out/In Fund 26		2,738,000		(2,738,000)	
Total Other Financing Sources & Uses		2,738,000		(2,738,000)	-
Total Funding Source		8,885,345	7,850,000		16,735,345
Total Expense		8,885,345	7,850,000		16,735,345
Net Change (Deficit)		-	-	-	-

Balanced Budget

		Adopted Budget FY2025-26	Proposed Budget FY2026-27
REVENUE			
19-4015 Arroyo Grande Services	\$	2,932,000	\$ 3,100,000
19-4022 Grover Beach Services	\$	2,154,000	\$ 2,300,000
19-4035 Oceano Services	\$	1,036,000	\$ 1,280,000
19-4040 Other Service Income	\$	11,000	\$ 9,000
19-4045 School Services	\$	50,000	\$ 55,000
19-4050 Brine Disposal Service	\$	90,000	\$ 100,000
19-5015 Interest	\$	436,000	\$ 309,000
Use of Reserves	\$	331,900	\$ 1,732,345
	REVENUE TOTALS	\$ 7,040,900	\$ 8,885,345

PERSONNEL EXPENSES			
19-6030 Plant Operators	\$	870,000	\$ 971,895
19-6040 Secretary/Bookkeeper	\$	84,000	\$ 105,000
19-6045 District Administrator	\$	213,000	\$ 218,500
19-6010 Medical Insurance	\$	310,000	\$ 320,000
19-6025 Dental Insurance	\$	14,000	\$ 12,500
19-6030 Life Insurance	\$	1,600	\$ 1,000
19-6050 S.S. & Medicare	\$	82,000	\$ 99,000
19-6055 State Disability Insure	\$	6,000	\$ 7,500
19-6060 State Retirement	\$	123,000	\$ 160,000
19-6065 Unfunded Liability	\$	161,000	\$ 171,000
19-6075 Medical Reimbursement	\$	7,500	\$ 8,300
19-6080 Workers Compensation	\$	32,000	\$ 36,000
19-6095 Unemployment Reimburse	\$	10,000	\$ 10,000
	PERSONNEL TOTALS	\$ 1,914,100	\$ 2,120,695

OPERATING EXPENSES			
19-6090 Payroll Process Fee	\$	6,000	\$ 6,000
19-7068 Permits/Fees/License	\$	52,000	\$ 60,000
19-7011 Communications	\$	5,600	\$ 6,000
19-7013 Communications-Telephone	\$	12,000	\$ 12,000
19-7014 Communications-Cell	\$	3,500	\$ 3,000
19-7082 Prof. Serv.-Comp. Support	\$	36,000	\$ 36,000
19-7005 Advert/Legal Recruit	\$	8,000	\$ 8,000
19-7043 Ins, Liability/Auto	\$	130,000	\$ 137,000
19-7062 Prof Serv.-Electrician	\$	20,000	\$ 20,000
19-7065 Public Outreach	\$	2,000	\$ 2,000
19-7072 Prof Serv - Auditing	\$	17,000	\$ 23,250
19-7073 ProfServ -Maintenance Agreements	\$		\$ 20,000
19-7075 Prof Serv - Brd Member	\$	4,500	\$ 3,600
19-7076 Prof Serv- H R Service	\$	10,000	\$ 10,000
19-7078 Prof Serv-Chem Analysis	\$	90,000	\$ 60,000
19-7079 Prof Serv-Records Mgmt.	\$	4,000	\$ 4,000
19-7080 Prof Serv - AGP Video	\$	7,800	\$ 7,800
19-7083 Prof Serv-Fiscal Serv.	\$	10,000	\$ 10,000
19-7088 Prof Serv-Strat Planning	\$	7,500	\$ 7,500
19-7070 Prof Serv -Out. Counsel	\$	20,000	\$ 20,000
19-7071 Prof Serv-Attorney Fee	\$	40,000	\$ 40,000
19-7077 Prof Serv-Engineering	\$	100,000	\$ 100,000
19-7020 Coastal Hazard Monitoring	\$	78,000	\$ 80,000
19-7069 LAFCO Budget Share	\$	18,000	\$ 19,000
19-7095 Zone 1/1A Agreement	\$	40,000	\$ 40,000
19-7073 Prof Serv - AG Billing	\$	28,000	\$ 30,000

	Adopted Budget FY2025-26		Proposed Budget FY2026-27	
19-7081 Prof Serv-GB Bill	\$	25,000	\$	30,000
19-7074 Prof Serv - Oceano Com	\$	13,000	\$	15,000
19-7085 Solids Handling	\$	88,000	\$	100,000
19-7086 Brine Disposal Sampling	\$	3,000	\$	5,000
19-7091 Util-Elec	\$	480,000	\$	480,000
19-7092 Util-Gas	\$	50,000	\$	80,000
19-7093 Util-Rubbish	\$	28,000	\$	25,000
19-7094 Util-Water	\$	8,000	\$	10,000
19-8079 Transfer to Replacement	\$	1,392,000	\$	2,738,000
Interest Expense Debt Service	\$	954,000	\$	1,230,000
OPERATING SUBTOTALS	\$	3,790,900	\$	5,478,150

MATERIALS AND SUPPLIES EXPENSES

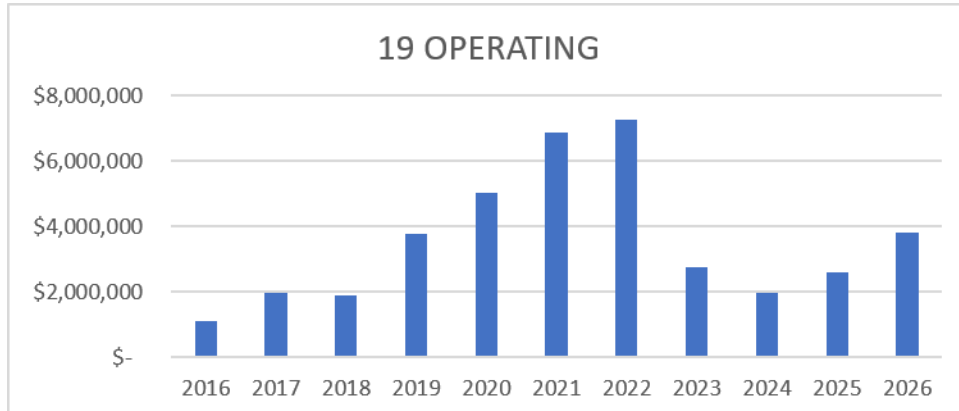
19-8030 Equipment Maint-Reg		250,400		250,000
19-8032 Automotive Maint		8,000		7,000
19-8060 Structure Maint-Reg		40,000		40,000
19-8015 Trunk Sewer Maintenance		25,000		50,000
19-7060 Ocean Outfall Maintenance		36,000		100,000
19-7051 SCADA System Improvement		100,000		60,000
19-8056 Safety Supplies		20,000		25,000
19-6085 Temp Labor Service		20,000		15,000
19-7025 Employee Uniforms		35,000		35,000
19-7032 Equip Rental Other		10,000		20,000
19-8020 Gas & Oil		15,000		35,000
19-8035 Admin Building Expense		5,000		5,000
19-8040 Lab Supplies		45,000		35,000
19-8045 Office Supplies		7,000		7,000
19-8050 Plant Chemicals		660,000		550,000
19-7015 Off. Equip/Computer/GIS		8,000		5,000
19-7050 Memberships		24,000		20,000
19-7055 Prof. Certs/Licenses		2,500		2,500
19-7067 Training/Conferences		25,000		25,000
MATERIALS AND SUPPLIES TOTALS		1,335,900		1,286,500

CAPITAL EQUIPMENT

19-8010 Capital Equipment	\$	-	\$	-
CAPITAL EQUIPMENT TOTALS	\$	-	\$	-

TOTAL OPERATING REVENUES	\$	7,040,900	\$	8,885,345
TOTAL OPERATING EXPENSES	\$	7,040,900	\$	8,885,345

FUND 19 CASH BALANCE HISTORY



Service Charges

ORDINANCE NO. 2025 – 1

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT INCREASING ITS WASTEWATER RATES

THE BOARD OF DIRECTORS OF THE SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT ORDAINS AS FOLLOWS:

WHEREAS, Health & Safety Code §5471 provides that the District, by an ordinance or resolution approved by a two-thirds vote of the membership of its Board of Directors, may prescribe, revise and collect rates for services and facilities the District furnishes in connection with its wastewater system; and

WHEREAS, the District's wastewater rates, sometimes referred to as its "charges," have not increased since 2019; and

WHEREAS, the District faces escalating costs for operations, increased debt-service obligations and a need to rehabilitate the District's aging facilities; and

WHEREAS, the existing wastewater rates are insufficient to meet these ongoing needs;

WHEREAS, the District's wastewater rates are property-related fees subject to the requirements of Article XIII D §6 of the California Constitution ("Proposition 218"); and

WHEREAS, the District has commissioned Bartle Wells Associates to prepare a Wastewater Financial Plan & Rate Study (the "Study") recommending rate increases that will meet the District's expenses in a manner that is consistent with the requirements of Proposition 218: and

WHEREAS, the Study, dated May, 2025, is on file in the District's offices, available for public inspection, and incorporated herein by reference; and

WHEREAS, on July 2, 2025 the Board of Directors held a full and fair public hearing (the "Hearing") on the rates proposed in the Study; and

WHEREAS, notice of the Hearing was mailed, in the form and manner required by Proposition 218 and Section 53755 of the Government Code, to the record owner of each parcel subject to the rates; and

WHEREAS, at the Hearing, all interested persons had an opportunity to present oral and written testimony regarding the proposed rates; and

WHEREAS, from the date the Hearing notice was mailed through the close of the Hearing, the District has been accepting written protests from property owners and customers; and

WHEREAS, a majority protest against the proposed rates does not exist; and

WHEREAS, based on the Study and the testimony before the Board of Directors, the Board of Directors determines that:

- Revenues derived from the proposed rates do not exceed the funds required to provide wastewater service.
- Revenues derived from the proposed rates will not be used for any purpose other than funding the District's costs associated with wastewater service.
- The amount of the proposed rates imposed upon any parcel or person as an incident of property ownership does not exceed the proportional cost of wastewater service attributable to the parcel.
- The proposed rates are not imposed with respect to a parcel unless wastewater service is actually used by, or immediately available to the parcel.
- The proposed rates are not imposed for general governmental services, but only for wastewater treatment services and facilities; and

WHEREAS, the Board of Directors desires to approve the proposed wastewater rates.

WHEREAS, the approval of this ordinance is exempt from the California Environmental Quality Act pursuant to Public Resources Code §21080(b)(8).

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT DOES HEREBY ORDAIN:

Section 1. The District's wastewater rates shall be as shown in the following chart:

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Wastewater Treatment Rates

	Monthly Rates Effective On or After				
	Sept 1	July 1	July 1	July 1	July 1
	2025	2026	2027	2028	2029
Rate Increases	9%	9%	9%	9%	9%
a. Residences & Apartments	\$27.77	\$30.27	\$32.99	\$35.96	\$39.20
b. Hotel Units with Kitchens	24.27	26.45	28.83	31.42	34.25
c. Hotel Units without Kitchens	15.61	17.01	18.54	20.21	22.03
d. Hotel Room	15.61	17.01	18.54	20.21	22.03
e. Commercial Establishments	12.48	13.60	14.82	16.15	17.60
Each additional employee above 5	2.52	2.75	3.00	3.27	3.56
f. Beauty Shops	24.97	27.22	29.67	32.34	35.25
Each additional operator above 5	3.78	4.12	4.49	4.89	5.33
g. Eating Establishments w/o Grinders	38.86	42.36	46.17	50.33	54.86
Each additional 5 seats above 30	5.83	6.35	6.92	7.54	8.22
h. Restaurants (w/Grinders) less than 30 seats	62.48	68.10	74.23	80.91	88.19
Restaurants (w/Grinders) over 30 seats	87.45	95.32	103.90	113.25	123.44
i. Laundromats - per washing machine	17.89	19.50	21.26	23.17	25.26
Minimum Charge	53.72	58.55	63.82	69.56	75.82
j. Service Stations - no wash/rack	73.56	80.18	87.40	95.27	103.84
Service Stations - with wash/rack	105.53	115.03	125.38	136.66	148.96
k. Factories	41.65	45.40	49.49	53.94	58.79
Each additional employee above 20	2.09	2.28	2.49	2.71	2.95
l. Churches	23.05	25.12	27.38	29.84	32.53
Per ADA with elementary school	0.70	0.76	0.83	0.90	0.98
Per ADA with other school	1.01	1.10	1.20	1.31	1.43
m. Bottling Plants	50.00	54.50	59.41	64.76	70.59
n. Schools (Non-boarding)	13.84	15.09	16.45	17.93	19.54
Per ADA with elementary school	0.70	0.76	0.83	0.90	0.98
Per ADA with other school	1.01	1.10	1.20	1.31	1.43
o. Schools (Boarding)	13.89	15.14	16.50	17.99	19.61
Per ADA with elementary school	1.40	1.53	1.67	1.82	1.98
Per ADA with other school	1.96	2.14	2.33	2.54	2.77
p. Trailer/Mobile Home Space	16.69	18.19	19.83	21.61	23.55
q. RV Dump Stations - Less than 50 services	129.11	140.73	153.40	167.21	182.26
r. Brine (per gallon)	0.1226	0.1336	0.1456	0.1587	0.1730

Section 2. Ordinance No. 2016-01 is hereby rescinded.

Section 3. The Board of Directors may, in the future, set the wastewater rates by either ordinance or resolution.

Section 4. Severability. Should any provision, section, paragraph, sentence or word of this Ordinance be declared invalid by any court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect and, to that end, the provisions of this Ordinance are severable.

Section 5. Effective date. This Ordinance shall become effective 30 days from the date of final passage.

Section 6. Publication. Within 15 days of its final passage, this ordinance shall be published once, with the names of the Board members voting for and against the Ordinance, in a newspaper of general circulation published in the County of San Luis Obispo.

Introduced at a regular meeting of the South San Luis Obispo County Sanitation District held July 2, 2025 and **passed and adopted** at a regular meeting of the South San Luis Obispo County Sanitation District held July 16, 2025 by the following roll-call vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:


Kassi Dee, Chair

APPROVED AS TO FORM:

ATTEST:


Secretary


District Counsel

Expansion Fund 20

To Provide for major expenses in order to increase capacity or new equipment as required. Primarily funded by new user connection fees.

CONSOLIDATED BUDGET FY 2026/27

		Fund 19 Operating Fund	Fund 20 Expansion Fund	Fund 26 Replacement Fund	Proposed Budget FY 2026/27
Revenues					
Service Charges and Fees		6,744,000			6,744,000
Connection Fees			75,000		75,000
Interest		309,000	100,000		409,000
Brine Revenue		100,000			100,000
Revenues		7,153,000	175,000		7,328,000
Use of Reserves		1,732,345	7,675,000		9,407,345
Total Revenues		8,885,345	7,850,000		16,735,345
Expenditures & Other Uses					
Operating Expenditures					
Salaries and Wages		1,295,395			1,295,395
Employee Benefits and Other Personnel Costs		825,300			825,300
Permits, Fees and Licenses		66,000			66,000
Communications		21,000			21,000
Administrative Costs		349,150			349,150
Legal Costs		60,000			60,000
Engineering		100,000			100,000
Coastal Hazards & Monitoring		80,000			80,000
LAFCO Budget Share		19,000			19,000
Zone 1/1A Agreement		40,000			40,000
Agency Billing		75,000			75,000
Disposal Services		105,000			105,000
Utilities		595,000			595,000
Maintenance, Tools & Replacements		447,000			447,000
Materials, Services and Supplies		732,000			732,000
Training, Education & Memberships		47,500			47,500
Supervisory Control & Data Acquisition		60,000			60,000
Total Operating Expenditures		4,917,345			4,917,345
Total Other Charges					
Debt Service		1,230,000			1,230,000
Total Other Charges		1,230,000			1,230,000
Capital Outlay					
Capital Replacement/Maintenance (Fund 26)				2,738,000	2,738,000
Capital Equipment		-	7,850,000		7,850,000
Total Capital Outlay		-	7,850,000	2,738,000	10,588,000
Other Financing Sources & Uses					
Transfers Out/In Fund 26		2,738,000		(2,738,000)	
Total Other Financing Sources & Uses		2,738,000		(2,738,000)	-
Total Funding Source					
Total Funding Source		8,885,345	7,850,000		16,735,345
Total Expense					
Total Expense		8,885,345	7,850,000		16,735,345
Net Change (Deficit)		-	-	-	-

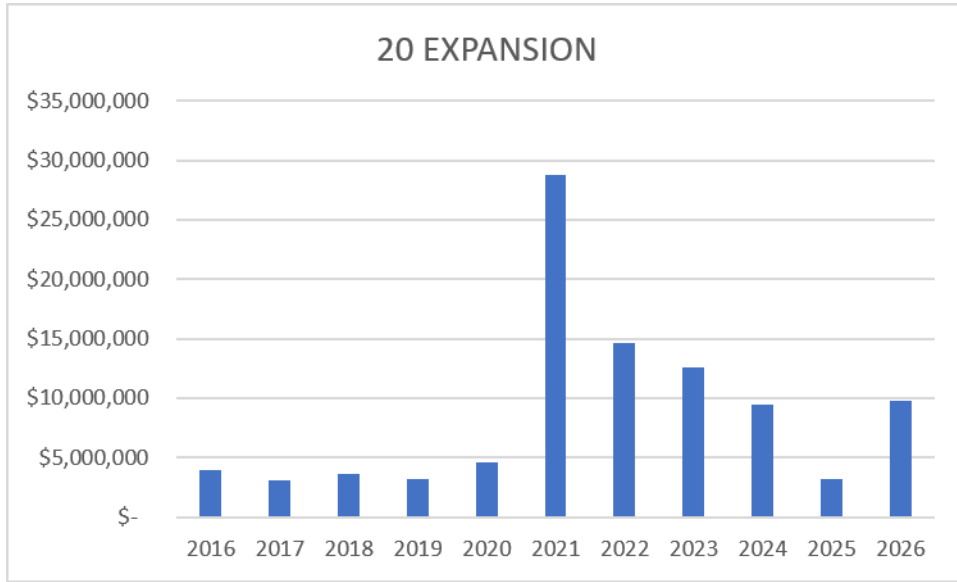
Balanced Budget

	Adopted Budget FY 2025-26		Proposed Budget FY 2026-27	
REVENUE				
20-4010 AG Connections	\$	15,000	\$	20,000
20-4020 GB Connections	\$	75,000	\$	50,000
20-4030 OCSD Connections	\$	10,000	\$	5,000
20-5015 Interest Income			\$	100,000
Use of Reserves	\$	1,060,000	\$	7,675,000
REVENUE TOTALS	\$	1,160,000	\$	7,850,000

EXPENSES				
20-XXXX Cogeneration Project			\$	7,850,000
20-7080 Redundancy Project	\$	1,160,000		
EXPENSES TOTAL	\$	1,160,000	\$	7,850,000

TOTAL EXPANSION FUND REVENUES	\$	1,160,000	\$	7,850,000
TOTAL EXPANSION FUND EXPENSES	\$	1,160,000	\$	7,850,000

FUND 20 CASH BALANCE HISTORY



M E M O R A N D U M

TO: SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

FROM: DISTRICT CO-COUNSEL STOCKTON

RE: USE OF FUND 20

DATE: May 17, 2016

QUESTION:

For what purposes may money held in Fund 20 properly be used?

SHORT ANSWER:

Money held in Fund 20 is to be used:

- for emergency treatment plant maintenance and repair (to be borrowed at no interest);
- to equalize “the cost of sewage installation beyond the trunk system” (applies to specific charges for specified property);
- for a sinking fund for plant expansion and sewer line enlargement.

BACKGROUND AND DISCUSSION:

A. Background. In 1966 the District created a separate bank account to hold sewer connection fees. Since then the District has enacted several ordinances establishing and adjusting the cost of connecting to the system of pipes leading to the Oceano treatment plant.

In 1981 the District specified how connection fees may be spent. Ordinance 1981-3 required that connection fees be used for “maintaining a sinking fund for treatment plant expansion and sewer line enlargement.” The ordinance also provided:

- a surcharge of \$15/foot would apply to specified connections, and this surcharge would be “for the purpose of equalizing the cost of sewage installation beyond the trunk system;”
- “Funds may be borrowed at no interest by the District for the purpose of emergency maintenance and repair to the District facilities.”

B. Discussion. When connection fees pay for existing or new public facilities which proportionally benefit property, they are called “capacity charges.” The law requires that capacity charges *not* exceed the reasonable cost to provide the service for which they are collected. Also, capacity charges:

- Must not exceed the reasonable cost of providing the service for which they are charged unless approved by 2/3 of the voters;
- Must be deposited into a separate capital facilities fund;
- Must be accounted for in a manner to avoid any commingling with other moneys of the local agency, except for investments;

- And any interest they earn, must be spent solely for the purposes for which they are collected. [Government Code §66013(c)];
- Must be identified in a report available to the public within 180 days after the last day of each fiscal year. [Government Code §66013(d).]

The law does not require any particular process to be used to spend connection fees collected. Authority to spend could be provided through the budget process, purchasing guidelines, an interpreting resolution or ordinance, or Board action on individual projects. Public agencies commonly create a list of short- and long-term projects for partial funding by connection fees.

Please advise if you have questions concerning this memo.

Replacement Fund 26

To Provide for the replacement of Plant treatment and processing equipment. Also provides for future solids handling requirements. Primarily funded by user service fees provided for through transfers from the Operating Fund as budgeted annually.

CONSOLIDATED BUDGET FY 2026/27

		Fund 19 Operating Fund	Fund 20 Expansion Fund	Fund 26 Replacement Fund	Proposed Budget FY 2026/27
Revenues					
Service Charges and Fees		6,744,000			6,744,000
Connection Fees			75,000		75,000
Interest		309,000	100,000		409,000
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Total Revenues		8,885,345	7,850,000		16,735,345
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Salaries and Wages		1,295,395			1,295,395
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Engineering		100,000			100,000
Coastal Hazards & Monitoring		80,000			80,000
LAFCO Budget Share		19,000			19,000
Zone 1/1A Agreement		40,000			40,000
Agency Billing		75,000			75,000
Disposal Services		105,000			105,000
Utilities		595,000			595,000
Maintenance, Tools & Replacements		447,000			447,000
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Total Operating Expenditures		4,917,345			4,917,345
Total Other Charges					
Debt Service		1,230,000			1,230,000
Total Other Charges		1,230,000			1,230,000
Capital Outlay					
Capital Replacement/Maintenance (Fund 26)				2,738,000	2,738,000
Capital Equipment		-	7,850,000		7,850,000
Total Capital Outlay		-	7,850,000	2,738,000	10,588,000
Other Financing Sources & Uses					
Transfers Out/In Fund 26		2,738,000		(2,738,000)	
Total Other Financing Sources & Uses		2,738,000		(2,738,000)	-
Total Funding Source					
Total Funding Source		8,885,345	7,850,000		16,735,345
Total Expense					
Total Expense		8,885,345	7,850,000		16,735,345
Net Change (Deficit)		-	-	-	-

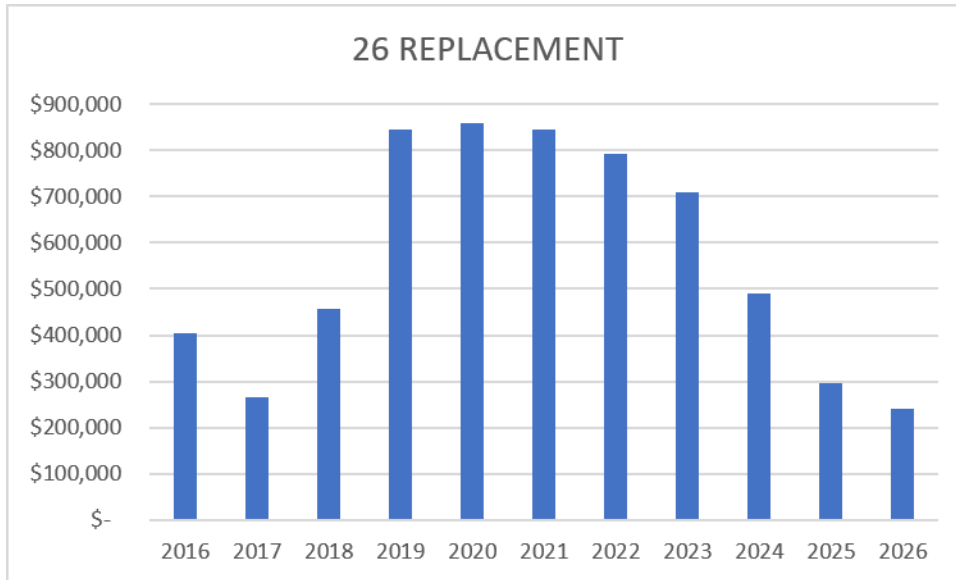
Balanced Budget

EXPENSES	Adopted Budget FY 205-26	Proposed Budget FY 2026-27
26-8015 Trunk Sewer Maintenance	\$ 31,000	\$ -
26-8065 Struct/Grounds Replace	\$ 1,361,000	\$ 2,738,000
26-8070 Emergency Equip Repair	\$ -	\$ -
EXPENSE TOTAL	\$ 1,392,000	\$ 2,738,000
TOTAL REPLACEMENT FUND EXPENSES	\$ 1,392,000	\$ 2,738,000

CAPITAL REPLACEMENT/MAINTENANCE FY 2026-27

26-8065 Struct/Grounds Replace	
Amiad Filter Replacement	75,000.00
Condition Assessment	570,000.00
Digester No. 1 Cleaning & Rehab	1,500,000.00
Lawnmower	15,000.00
Operator Cart	18,000.00
Primary Sludge Pump No. 3	40,000.00
Trunk Sewer Cleaning Inspection	400,000.00
Work Vehicles (2)	120,000.00
Total 26-8065 Struct/Grounds Replace	<u>2,738,000.00</u>
Total Expense	<u>2,738,000.00</u>

FUND 26 CASH BALANCE HISTORY



Reserve Policy

Reserve Policy to provide for a reserve fund of 20% of annual charges or 10% of the annual costs of District maintenance and operation, whichever is less.

RESOLUTION 2016-352

**A RESOLUTION OF THE BOARD OF SOUTH SAN LUIS OBISPO
COUNTY SANITATION DISTRICT,
APPROVING A RESERVE POLICY AND AUTHORIZING AND DIRECTING
THE DISTRICT ADMINISTRATOR TO IMPLEMENT THE POLICY**

WHEREAS, on August 18, 1976 the South San Luis Obispo County Sanitation District (District) adopted Resolution 53, providing for a reserve fund in the amount of 20% of annual charges or 10% of the annual costs of District maintenance and operation, whichever is less; and

WHEREAS, in addition to its standard operations, the District is now proceeding with significant capital and updating projects including a redundancy project, and wishes to implement a prudent reserve to assure success of these efforts; and

WHEREAS, the District wishes to limit use of the reserve to one-time cases of emergency, natural disaster or unexpected event; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Board of South San Luis Obispo County Sanitation District:

1. Hereby approves a reserve within Fund 19, as follows:

- To be made in the amount of 10% of the annual costs of District maintenance and operation;
- To be made to the reserve fund by July 31 of each year;
- May be used only in one-time cases of emergency, natural disaster, or unexpected event;
- A majority vote of the Board is required to access the reserve;
- The reserve will be reviewed annually with the budget.

2. Authorizes and directs the District Administrator, or his/her designee, to take all steps necessary to implement this resolution.

PASSED AND ADOPTED at a regular meeting of the South San Luis County Sanitation District Board of Directors held this 15th day of June, 2016.

On the motion of Shoals seconded by Hill, and after the following roll call vote:

AYES:
NOES:
ABSENT:
CONFLICTS:



John Shoals,
Chairman
Board of Directors
South San Luis Obispo County Sanitation District

ATTEST:



DISTRICT SECRETARY

APPROVED AS TO FORM:

BY: 

DISTRICT COUNSEL

CONTENTS:

BY: 

DISTRICT ADMINISTRATOR

Investment Policy

Investment Policy to establish the guidelines for the prudent Investment of South San Luis Obispo County Sanitation District Funds. The objectives of this policy are safety, liquidity, yield, and compliance with state and federal laws and policies.

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
RESOLUTION NO. 2009-256**

**A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
ADOPTING THE YEAR 2009 DISTRICT INVESTMENT POLICY**

WHEREAS, the Board of Directors of the South San Luis Obispo County Sanitation District ("District") believes that public funds should, so far as is reasonably possible, be invested in financial institutions to produce revenue for the District rather than to remain idle; and


WHEREAS, from time to time there are District funds which for varying periods of time will not be required for immediate use by the District, and which will, therefore, be available for the purpose of investing in financial institutions with the objectives of safety, liquidity, yield and compliance with state and federal laws and policies.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South San Luis Obispo County Sanitation District as follows:

1. The District hereby adopted the Investment Policy attached hereto as Exhibit "A" as the District's Investment Policy;
2. The District Administrator shall act as Treasurer/Finance Officer of the District and is authorized to invest and re-invest funds in accordance with the Investment Policy for the succeeding twelve (12) month period or until such time as the delegation of authority is revoked.


PASSED AND ADOPTED by the Board of Directors of the South San Luis Obispo County Sanitation District this 18th day of February, 2009, on the following roll call vote:

AYES: Jim Hill, Bill Nicolls
NOES: None
ABSENT: Tony Ferrara
ABSTAIN: None



Bill Nicolls, Chairperson,
South San Luis Obispo County
Sanitation District

ATTEST:



John Wallace
Secretary to the Board

APPROVED AS TO FORM:



Michael W. Seitz,
District Legal Counsel

**RESOLUTION 2009-
EXHIBIT A**

YEAR 2009 INVESTMENT POLICY
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

1. INTRODUCTION

The purpose of this written *Investment Policy* is to establish the guidelines for the prudent investment of South San Luis Obispo County Sanitation District funds (herein referred to as District funds). The objectives of this policy are safety, liquidity, yield and compliance with state and federal laws and policies.

District funds are to be managed with a high degree of care and prudence. Though all investments contain a degree of risk, the proper concern for prudence, maintenance of high level of ethical standards and proper delegation of authority reduces the potential for any realized loss.

This policy establishes the standards under which the District's Finance Officer will conduct business with financial institutions with regard to the investment process.

2. FINANCE OFFICER

The Board of Directors appoints the District Administrator as the District Finance Officer and Treasurer.

3. SCOPE

The District investment portfolio shall consist of money held in a sinking fund of, or surplus money in, the District's treasury not required for the immediate necessities of the District. The District's investment portfolio shall be invested in accordance with this policy.

4. OBJECTIVES

The primary objectives are safety, liquidity, yield, and compliance.

A. SAFETY

The investment portfolio shall be managed in a manner that ensures the preservation of capital. The objective is to minimize credit risk and interest rate risk.

B. LIQUIDITY

The investment portfolio shall remain sufficiently liquid to meet all operating requirements. This shall be accomplished by structuring the investment portfolio so that investments mature concurrent with cash needs.

C. YIELD

Yield shall be a consideration only after the requirements of safety and liquidity have been met.

D. COMPLIANCE

This Investment Policy is written to be in compliance with California and Federal law.

**RESOLUTION 2009-
EXHIBIT A**

YEAR 2009 INVESTMENT POLICY
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

5. STANDARDS OF CARE

A. PRUDENCE

The Finance Officer will manage the portfolio pursuant to the "Prudent Investor Standard." When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds in the District's investment portfolio, the Finance Officer shall act with care, skill, prudence, and diligence under the circumstances then prevailing, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the District.

B. DISCLOSURES

Finance Officer shall disclose any material interest in financial institutions with which he/she conducts the District business.

6. INVESTMENTS AUTHORITY

A. PERMITTED INVESTMENTS

The District Finance Officer is authorized to invest in the following institutions:

1. County pooled funds (California Government Code § 61730)
2. The Local Agency Investment Fund created by the California State Treasury (California Government Code § 16429.1)
3. One or more FDIC insured Banks and/or Savings and Loan Associations that are designated as District depositories by resolution of the Board of Directors (California Government Code § 61053).
4. Such other financial institutions or securities that may be designated by the Board of Directors from time to time in compliance with California and Federal law.

B. PROHIBITED INVESTMENTS

The District's Finance Officer shall not invest in:

1. Inverse floaters, range notes or interest only strips that are derived from a pool of mortgages.
2. Any security that could result in a zero interest accrual if held to maturity.
3. A state or federal credit union, if a member of the District's Board of Directors or an administrative officer also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or supervisory committee, of the state or federal credit union.

C. DIVERSIFIED INVESTMENTS

Investments, other than investments referenced in paragraphs A (1) and (2) above, will be diversified to avoid losses that may be associated with any one investment.

**RESOLUTION 2009-
EXHIBIT A**

YEAR 2009 INVESTMENT POLICY
SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

7. REPORTS

A. MONTHLY REPORT

Finance Officer/Treasurer shall make monthly reports to the Board of investments made or retired during the preceding month.

B. QUARTERLY REPORT

Finance Officer shall file a quarterly report that identifies the District's investments and their compliance with the District's Investment Policy. The quarterly report must be filed with the District's auditor and considered by the District's Board of Directors within thirty (30) days after the end of each quarter (i.e., by May 1, August 1, November 1, and February 1) (California Government Code § 53646). Required elements of the quarterly report are as follows:

1. Type of Investment.
2. Institution.
3. Date of Maturity (if applicable).
4. Amount of deposit or cost of the security.
5. Current market value of securities with maturity in excess of twelve months (if applicable).
6. Rate of Interest.
7. Statement relating the report to the Statement of Investment Policy.
8. Statement of the District's ability to meet cash flow requirements for the next six months.
9. Accrued Interest (if applicable).

C. ANNUAL REPORT

Prior to June 30th of each year, the Finance Officer shall file and submit an annual report to the District's auditor and Board of Directors which will contain the same information required in the quarterly report.

The annual report will include a recommendation to the Board of Directors to either:

1. Readopt the District's then current annual Investment Policy; or
2. Amend the District's then current Investment Policy.

D. LIMITED QUARTERLY REPORT

If the District has placed all of its investments in the Local Agency Investment Fund (LAIF), created by California Government Code § 16429.1, or in Federal Deposit Insurance Corporation, insured accounts in a bank or savings and loan association, in a County investment pool, or any combination of these, the Finance Officer may submit to the Board of Directors, and the auditor of the District the most recent statement or statements received by the District from these institutions in lieu of the information required in paragraph 7.B above. This special reporting policy does not relieve the Finance Officer of the obligation to prepare an annual investment report as identified in paragraph 7.C, above.

Purchasing Policy

Policy and Procedures for the expenditure of District Funds for supplies, equipment, construction, and services.

RESOLUTION NO. 2019-410

A RESOLUTION OF THE BOARD OF SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT AMENDING THE ADOPTED POLICIES AND PROCEDURES FOR THE EXPENDITURE OF DISTRICT FUNDS FOR SUPPLIES, EQUIPMENT, CONSTRUCTION, AND SERVICES AS SET FORTH IN RESOLUTION NO. 2010-274 AND AMENDED IN RESOLUTION NO. 2014-314 AND NO. 2016-353

ARTICLE I

Adoption of Purchasing and Construction Policies

- 1.1 **Statutory Authority:** These policies and procedures are adopted pursuant to the Government Code Section 54201 (l), et seq., and the Public Contract Code Section 22000 et seq. ("Uniform Public Construction Cost Accounting Act") in order to establish an efficient procedure for the purchase of supplies, equipment and contracting for work and services.
- 1.2 **Board Findings and Declaration:** The Board finds and declares that placing all of these policies in one procedural set of guidelines will make these procedures clearer and easier to find. Furthermore, it is the intent of the Board in enacting these procedures to achieve the following objectives:
- A. To establish an efficient procedure for the purchase of supplies, equipment, and services at the lowest possible cost;
 - B. To assure that all supplies, equipment, construction and services at the plant are of sufficient quality to assure the efficient running of the plant;
 - C. To exercise positive financial control over purchases;
 - D. To clearly define authority for the purchase of supplies and equipment and for contracting for outside services and construction;
 - E. To assure as full and open competition as possible on all purposes;
 - F. Fitness and quality being equal, a preference may be granted to local vendors for the purchase of materials, supplies and services with a bid price less than \$45,000. The District may provide a preference to each qualified local vendor if the bid of a local qualified vendor does not exceed the lowest bid or price quoted by other vendors by more than five percent. To qualify as a local vendor, a business must have all current applicable city licenses and permits, must maintain its primary office and/or place of business within district boundaries. This preference is not applicable to any materials, supplies or services for which formal bids are required pursuant to statutory or California common law.

ARTICLE II
Purchase of Supplies and Equipment
District Manager Duties

- 2.0** The Board of Directors of the District shall approve all contracts for services and/or supplies and equipment in excess of \$30,000.00.
- 2.1** The District Administrator or Plant Superintendent, as the case may be, shall be the purchasing authority whose functions shall include the following powers and duties:
- A. To purchase or contract for supplies and equipment required by the District in accordance with the purchasing procedures outlined herein.
 - B. To negotiate and recommend execution of contracts for the purchase of supplies and equipment.
 - C. To ensure as full and open competition as possible on all purchases.
 - D. To inspect supplies and equipment delivered, as well as contractual services performed, to determine their conformance with the specifications set forth in the purchase orders and contracts.
 - E. To sell surplus supplies and equipment to interested private and/or public agencies or vendors.
 - F. To keep informed of current developments in the field of purchasing, prices, market conditions and new products.
 - G. To maintain a bidders' list, vendors' catalog file and records.
 - H. To develop and prescribe administrative policies, forms, and files as may be reasonably necessary for the internal management and operation of these purchasing procedures.
- 2.2 Exemptions From Policies**
- A. **Emergencies:** The purchasing procedures described above may be dispensed with at the discretion and judgment of the purchasing authority in the best interest of the District when the Board of Directors adopts a resolution by two-thirds vote declaring that it is in the public interest and necessity to demand an immediate expenditure of public funds to safeguard life, health, or property.
 - B. **Single Source:** When the Board of Directors adopts a finding that there is only a single source of procurement and that the purchase is for the sole purpose of duplicating or replacing supplies, equipment, or material which is in use.
 - C. **Deliveries Under Annual or Biannual Contracts:** When the Board of Directors has contracted for services or supplies on an annual or other regular basis, the payment for delivery of such services or supplies upon delivery is exempt from the need for additional authority for payment. This exemption does not apply to the actual

negotiation or contracting for services or delivery of supplies.

2.3 Supplies and Equipment - District purchases under \$2,500.00

- A. The Plant Superintendent shall act as purchasing agent for the District in connection in obtaining materials, supplies, and equipment with a cost of **\$2,500.00** or less.
- B. Open Accounts:
 - 1. The Plant Superintendent shall maintain a list of all open accounts with suppliers on which employees of the District have the ability to sign for purchases. The list of open accounts shall be approved by the District Administrator.
 - 2. The Plant Superintendent shall maintain a list of all employees with the ability to sign on open accounts and such list shall be approved by the District Administrator.
 - 3. No employee shall sign on an open account without prior approval of the District Administrator.
- C. In regards to the purchases of supplies or equipment with a cost of **\$300.00** or more, a "purchase order" shall be used.
 - 1. District employees shall submit a requisition for any required supplies, equipment, or services with an anticipated cost in excess of **\$300.00** on a form approved by the District Administrator.
 - 2. If the requisition is approved by the Plant Superintendent, the Plant Superintendent shall seek the most favorable terms and price for the approved requisition either through comparative pricing or competitive bidding, whichever method the Plant Superintendent deems most appropriate under the circumstances. To the extent possible, the Plant Superintendent will review at least two quotations to ensure that the products or supplies purchased are of a quality suitable for the District's purposes and to obtain the lowest price available.
 - 3. Once the Plant Superintendent has determined the most advantageous price or bid, as the case may be, for the requisition, he/she shall issue a purchase order which will constitute a formal offer by the District to purchase the supplies, equipment, or to procure the service for the price and terms indicated therein.
- D. Except in cases of emergency or in cases where specific authority has been first obtained from the District Administrator, the Plant Superintendent shall not purchase supplies or equipment unless there exists an unencumbered appropriation in the fund account against which the purchase is to be charged.

2.4 Supplies and Equipment - District purchases under \$15,000.00

The District Administrator shall act as purchasing agent for the District in connection with the obtaining of supplies, equipment, or services with costs in excess of **\$2,500.00** but not

more than **\$15,000.00**.

- A. The purchase of supplies and equipment with a value of **\$2,500.00** to **\$15,000.00** may be made by the District Administrator in the open market pursuant to the procedure hereinafter proscribed:
 - 1. The District Administrator or his/her designee shall solicit quotations for the purchase of all such goods and supplies. Said quotations may be solicited by telephone or in writing.
 - 2. Open market purchases shall, whenever possible, be based on at least three written quotations approved by the District Administrator and shall be awarded to the supplier submitting the lowest responsive quote.
 - a. Single Source Items: If the District Administrator determines that there is a single source of procurement and that the purchase of the supplies or equipment is for the sole purpose of duplicating or replacing supplies, equipment, or material which is in use, the requirement of obtaining competitive quotations shall not be required.

2.5 Supplies and Equipment - District Purchases over \$15,000.00 and less than \$60,000.00

- A. For the purposes of this section, the District Administrator shall be the purchasing agent for the District in connection with supplies, equipment, and services with a cost in excess of **\$15,000.00**, but not more than **\$60,000.00**.
- B. The District Administrator and/or his/her designee shall solicit quotations for all goods and supplies with a cost of more than **\$15,000.00** and less than **\$60,000.00**. Said quotations may be solicited by telephone or in writing.
 - 1. Open market purchases shall, whenever possible, be based upon at least three written quotations approved by the District and shall be awarded to the entity submitting the lowest responsive quote. The Board of Directors of the District shall approve all purchases in excess of **\$15,000.00** and less than **\$60,000.00**.
 - a. Exception: When the District Administrator determines that it is reasonably necessary to purchase equipment and supplies on an expedited basis, the District Administrator may do so, but only on approval by the Chairman of the Board of Directors obtained prior to the actual purchase.

2.6 Supplies and Equipment -District Purchases over \$60,000.00 and less than \$200,000.00 – Informal Bidding Process

- A. For the purposes of this section, the District Administrator shall be the purchasing agent for the District in connection with supplies, equipment, and services with costs in excess of **\$60,000.00**, but not more than **\$200,000.00**.
- B. Public projects, as defined by the Uniform Public Construction Cost Accounting Act (Act) and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et

seq., of the Code.

- C. A list of contractors shall be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission.

D. Notice Inviting Informal Bids:

Where a public project is to be performed, which is subject to the provisions of the Act, a notice inviting informal bids may be mailed to all contractors for the category of work to be bid and shall be mailed to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with Section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the District Administrator and/ or his/her designee, provided however:

1. If there is no list of qualified contractors maintained by the District for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the Commission.
2. If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such a contractor or contractors.

- E. The District Administrator is authorized to award informal contracts pursuant to this section.

2.7 Supplies and Equipment - District Purchases over \$200,000.00 - Formal Competitive Bidding/Notice

Except as otherwise provided in these procedures, purchases and contracts for supplies and equipment subject to the two-hundred thousand-dollar contract limitations of the Uniform Public Construction Cost Accounting Act (or an amount specified in a subsequent statute), shall be by written contract with the lowest responsible bidder pursuant to the procedures prescribed herein.

A. Notice of Inviting Bids:

1. Notices inviting bids shall include, but not be limited to, the following:
 - a. The notice shall distinctly state the supplies and equipment to be purchases;
 - b. The location and deadline for submission of bids;
 - c. The location where bid blanks and specifications may be secured;
 - d. The date, time, and place assigned for the opening of sealed bids;
 - e. The type and character of bidder's security required, if any;
 - f. Notice that the District reserves the right to waive minor irregularities in the bid.

- g. Notice that no bidder can withdraw his/her bid for a period of 60 days after the date set for the award of the contract.
 - h. Notice that a successful bidder can substitute securities for performance retention pursuant to Public Contract Code Section 22300.
2. Notices inviting bids shall be published at least twice, not less than 5 days apart, in a newspaper of general circulation, printed and published in the District, or if there is none, the notice shall be posted in at least three public places in the District that have been designated by the District Board of Directors as places for posting such notice.
 3. The first publication or posting of the notice shall be at least ten days before the date of opening bids.

B. Supplies and Equipment Bids - Security Requirements:

Bidder's security may be required when deemed necessary. Bidders shall be entitled to the return of any bid security within 60 days from the time the award is made. A successful bidder shall forfeit his/her bid security, however, upon refusal or failure to execute a contract within 15 days after notice of award of the contract unless the district is responsible for the delay. The contract may be awarded to the next lowest responsible bidder upon the refusal or failure of the successful bidder to execute the contract within the time herein prescribed.

C. Bids Opening:

Sealed bids shall be opened in public at a time and place stated in the notice of inviting bids. A tabulation of all bids received shall be made available for public inspection until the award of the contract.

D. Bid Rejection:

The District may reject:

1. Any bid that fails to meet the bidding requirements in any respect; or
2. All bids, for any reason whatsoever, and may readvertise for new bids;
3. All bids, and adopt by two-thirds vote, a resolution declaring that the materials or supplies can be furnished at a lower price in the open market and the District may purchase the materials or supplies as stated in the resolution in order to take advantage of the lower cost.

E. Contract Award:

Contracts shall be awarded at the next regularly scheduled meeting after the date set for opening bids to the lowest responsible bidder except as follows:

1. If two or more bids are the same and the lowest, the District Board may accept the one it chooses.

2. If no bids are received, the District Board may order the supplies and equipment purchased without further bid.

F. Determination of Lowest Responsible Bidder:

In addition to the bid or quotation price, criteria for determining the lowest responsible bid or quotation, shall include, but not be limited to, the following:

1. The character, integrity, reputation, judgment, experience and efficiency of the bidder (this may include an analysis of previous dealings with the District or other public agencies);
2. The ability of the bidder to provide the supplies, equipment or services required, within the time specified, without delay or interference;
3. The ability of the bidder to provide future maintenance, repair parts and replacement of purchased equipment or supplies; and
4. Compliance by the bidder with Federal Acts, Executive Orders, and State Statutes.

Upon motion of Director Austin, seconded by Director Ray Russom,
and on the following roll call vote, to wit:


AYES: Austin, Ray Russom, Lee

NOES:

ABSENT:

ABSTAINING:

The forgoing Resolution is hereby adopted this 6th day of Nov 2016.



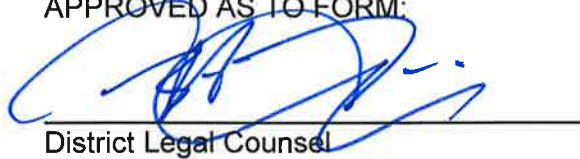
Chairman

ATTEST:



District Administrator

APPROVED AS TO FORM:



District Legal Counsel



SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT
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Staff Report

To: Board of Directors
From: Jeremy Ghent, District Administrator
Date: July 1, 2026

Subject: **ADOPTION OF A RESOLUTION GRANTING COST OF LIVING
ADJUSTMENTS AND MODIFICATIONS TO BENEFITS FOR NON-
REPRESENTED EMPLOYEES**

RECOMMENDATION:

Recommendation: Adopt Resolution No. 2026-472, granting Cost of Living Adjustments (COLA) and Modifications to Benefits for Non-Represented Full-time Employees, Exhibit "A".

BACKGROUND

There are three full-time District classifications included in this resolution:

- **District Administrator**
- **Wastewater Plant Superintendent**
- **Business & Accounting Analyst**

DISCUSSION:

As necessary, from time to time, the item before the Board is a recommendation to adjust the salaries and certain benefits for the District's non-represented full-time employees in order to:

- Maintain market competitiveness,
- Recognize the contributions of current employees, and
- Ensure the District continues to recruit and retain qualified staff.

Summary of Changes

Salary: A 4% increase to base salary for non-represented full-time employees, effective the first full pay period in July 2026.

Staff is recommending the Board adopt Resolution 2026-472 and attachment Exhibit "A", which defines the compensation package for current employees in non-represented classifications.

Options:

1. Adopt the attached resolution and exhibit defining the compensation package for employees in non-represented classifications.
2. Do not adopt the resolution.
3. Provide alternate direction to staff.

Fiscal Considerations:

The 4% cost increase for non-represented employees is estimated at \$18,396 annually. These costs have been anticipated and included in the FY 2026/27 Budget. Sufficient funds have been budgeted to accommodate the planned increase.

Note: These salary adjustments are consistent with the cost-of-living increases provided to the represented employees under the current multi-year Memorandum of Understanding (MOU).

Attachment: Exhibit "A" to Resolution No. 2026-472

**RESOLUTION NO. 2026-472
A RESOLUTION OF THE BOARD OF THE SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT GRANTING COST OF LIVING ADJUSTMENTS AND
MODIFICATIONS TO BENEFITS FOR NON-REPRESENTED FULL-TIME EMPLOYEES**

WHEREAS, the South San Luis Obispo County Sanitation District ("District") seeks to maintain competitive salary and benefit levels to effectively attract and retain qualified personnel; and

WHEREAS, the District periodically provides cost of living adjustments (COLAs) and benefit modifications to ensure that employee compensation remains competitive and equitable; and

NOW, THEREFORE, BE IT RESOLVED by the Board of the South San Luis Obispo County Sanitation District as follows:

1. **Cost of Living Adjustment:**
Effective the first day of the first full pay period in July 2026, a four percent (4%) Cost of Living Adjustment shall be applied to the base salary of all non-represented full-time employees.
2. **Implementation:**
The District Administrator, or their designee, is hereby authorized and directed to take all necessary actions to implement the provisions of this Resolution, including any updates to personnel documentation and payroll systems.
3. **Exhibit A:**
The changes described in the attached **Exhibit "A"** are hereby approved and incorporated as part of this Resolution.

PASSED AND ADOPTED this ___ day of _____, 2026, by the Board of the South San Luis Obispo County Sanitation District by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Caren Ray Russom, Chair
Board of Directors
South San Luis Obispo County Sanitation District

ATTEST:

Business & Accounting Analyst

APPROVED AS TO FORM:

BY: _____
District Counsel

CONTENTS:

BY: _____
District Administrator

CONTRIBUTIONS ON BEHALF OF NON-REPRESENTED EMPLOYEES

The contributions below are for employees in the following non-represented classifications:

- District Administrator
- Wastewater Plant Superintendent
- Business & Accounting Analyst

SALARY INCREASE

Salary Ranges

Salary ranges of non-represented members will be increased as follows:

July 2026

Effective with the first day of the first full pay period in July 2026, Non-Represented employees shall receive an increase in salary equal to 4.0% of base salary.

MEDICAL

For those employees electing medical coverage in the District's plans through CalPERS, the District shall make monthly premium contributions as defined below, for the District's medical plan for the employee and the employee's dependent coverage.

There shall be an open enrollment period once each year prior to the insurance policy anniversary date to allow for changes in coverage.

A. Employer Contributions for Active Employee Healthcare Coverage

Active employees who elect health coverage through the District shall participate in the District's full flex cafeteria plan in accordance with IRS Code Section 125. For active employees participating in the District's full flex plan, the District will contribute the Minimum Employer Contribution (MEC) as required by the Public Employees' Medical and Hospital Care Act (PEMHCA), per month per employee to be used solely toward medical premiums.

Active employees participating in the District's full flex cafeteria plan receive a monthly flex dollar allowance to purchase benefits under the full flex cafeteria plan. The monthly flex dollar allowance shall be a dollar amount equal to the amounts defined below, each of which include the PEMHCA minimum employer contribution, for Employee Only, and Employee plus One Dependent or an Employee plus Two or More Dependents. If the premium cost for medical coverage is less than the District's flex dollar contribution, the employee shall not receive any unused portion in the form of cash. The MEC is determined by CalPERS and subject to change on an annual calendar year basis.

1. District Flex Dollar Contributions

In each of the contract years, the District's base flex dollar allowance will be established on the following amounts for health. The amounts include the PEMHCA MEC, which for calendar year 2026 is \$162.00 per month. Part-time employees shall receive a prorated share of the District's flex dollar contribution.

EXHIBIT "A" TO RESOLUTION 2026-472

The calendar year 2026 District contributions including the MEC are up to:

Employee only:	\$1021.58
Employee plus 1 dependent:	\$2043.16
Employee plus 2+ dependents:	\$2656.11

2. Cost Sharing for Rate Increases for Calendar Year 2025, 2026 and 2027

In calendar year's 2025, 2026 and 2027 the cost of increases beyond the base premiums stated above shall be shared between the District and employees. The plan used to calculate the cost sharing shall be the CalPERS Blue Shield California Access + plan for active employee health care. The District shall contribute seventy percent (70%) and employees shall contribute thirty percent (30%) of any increase in health care premiums.

Employees may enroll in any available medical plan of their choosing and are responsible for paying the difference (through payroll deduction) after the District's flex dollar contribution. Information on the new District flex dollar contribution maximum monthly amounts will be updated annually and made available to unit employees prior to each open enrollment period.

B. Retiree Health Coverage

Employees who retire from the California Public Employees' Retirement System (CalPERS) within 120 days of leaving their position with the District are eligible, as determined by CalPERS, to continue in the District's retiree group health insurance program, offered through the Public Employees' Medical and Hospital Care Act (PEMHCA).

The District will contribute the Minimum Employer Contribution (MEC) as required by the PEMHCA per month per retired annuitant to be used solely toward medical premiums for CalPERS medical plans under PEMHCA. For 2026 the MEC is \$162.00 per month, with future adjustments as determined by CalPERS from time to time.

The District shall provide an additional monthly dollar allowance toward the cost of medical premiums, to an eligible employee who retires with CalPERS within 120 days of leaving their position with the District, and as otherwise described herein; and who qualifies for and exercises their right through CalPERS to receive the District's retiree group health insurance. The additional dollar allowance, after deduction of the MEC, shall be reimbursed to the retiree (as noted below), which may be through a Trust established by the District.

1. Employees Hired Prior to December 6, 2017

Current employees hired by the District after January 1, 2013, and prior to December 6, 2017 are eligible as follows:

To receive a dollar allowance reimbursement for single coverage in addition to the PEMHCA minimum employer contribution, employees shall have been employed by the District for ten (10) continuous years of service at the time of retirement to be vested in this benefit, and must have retired within 120 days of separation from the District, and be otherwise eligible for retirement from the District. The District contribution toward the dollar allowance, when combined with the PEMHCA minimum employer contribution, shall be up to no more than fifty percent (50%) of

EXHIBIT "A" TO RESOLUTION 2026-472

the individual employee only premium at the time of retirement (50% of the individual employee only premium in the year in which the employee retires) and shall be capped with no increase prospectively.

Retired annuitants may only be reimbursed for out of pocket premium costs, up to the dollar allowance set at the time of retirement, after the deduction of the minimum employer contribution, which is paid directly to CalPERS. If the cost of the premium for the health plan selected, is less than the initial amount of dollar allowance at the time of retirement, due to benefit changes such as a different plan selection, then the dollar allowance shall be capped at the new lower amount, and shall not increase prospectively. Dependents and/or beneficiaries are not eligible for this benefit.

C. Employees Hired After December 6, 2017

Any employees hired after December 6, 2017, shall not be eligible for an additional dollar allowance. The District shall contribute the PEMHCA minimum employer contribution toward the retired annuitant's coverage, the amount of which is determined by CalPERS and changes from time to time. For calendar year 2026 the minimum employer contribution amount is \$162.00. per month.

DENTAL

The District shall pay an amount equal to the current monthly premium for the District's dental plan for the employee and the employee's dependent coverage. 2026 rates are:

Employee only:	\$45.27
Employee plus 1 dependent:	\$90.56
Employee plus 2+ dependents:	\$140.09

LIFE INSURANCE

The District shall provide term life insurance for each non-represented employee in the amount of \$25,000.

VISION/DENTAL/MEDICAL TRUST

Throughout the term of this agreement, the District shall pay an amount of \$750 for each full-time employee per fiscal year into a vision/dental/medical trust fund account. This account will reimburse out of pocket expenses not covered by an individual's vision/dental/medical plan. Funds remaining at the end of the fiscal year will carryover, not to exceed an amount equal to \$1,000. The District shall not make the full \$750 annual contribution to an individual's account if the full \$750 annual contribution would cause the balance to exceed \$1,000. The District shall only contribute an amount that brings the individual account balance to \$1,000. No remaining unused benefit shall be paid to an employee upon termination or retirement. This benefit may be provided through a Third-Party Administrator of the District's choosing.

SOCIAL SECURITY AND MEDICARE

The District will make contributions for Social Security Tax at 6.2% and Medicare at 1.45% of gross payroll. The employee pays matching contributions.

EXHIBIT "A" TO RESOLUTION 2026-472

STATE RETIREMENT (CalPERS)

The District provides a retirement program for all eligible employees. The Retirement Program may be provided through contract with the California Public Employees Retirement System (CalPERS) as is currently provided and may be integrated with Federal Social Security Program, as is currently provided. Eligibility for CalPERS membership is determined by CalPERS. Contributions made by the District on behalf of employees, who are considered "new members" by CalPERS, shall be as mandated by the California Public Employees' Pension Reform Act (PEPRA) of 2013.

STATE DISABILITY INSURANCE PROGRAM

The District shall contribute 50% of the total cost for each employee to become part of the State Disability Insurance Program. Current contribution rate is 1.20% of gross payroll.

INCREASE FOR HIGHER OPERATOR GRADE

A one-time increase of 2.5% for operator grade obtained above that required for position will be paid upon certification by the State of California for those non-represented individuals required to maintain an operator's certificate. The salary increase of 2.5% shall only be paid for one operator grade obtained above that required for the position.

LONGEVITY PAY

Longevity pay of 2.5% of base pay shall be paid to employees who have completed ten (10) continuous years of service.

STIPEND FOR COMMERCIAL DRIVERS LICENSE

The District shall pay a stipend of \$100 per month, in addition to other salary, to employees holding a valid Commercial Driver's License (Class A) while occupying a District position requiring use of that license and designated by the District to utilize the related equipment.

STANDBY PAY

See Personnel Policy Manual Section 3010 – Standby Policy and Pay

VACATION

See Personnel Policy Manual Section 4000 – Vacation

SICK LEAVE

See Personnel Policy Manual Section – 4020 Sick Leave

SICK LEAVE CONVERSION

See Personnel Policy Manual Section – 4020 Sick Leave

SICK LEAVE PAYOUT UPON SEPARATION FROM EMPLOYMENT

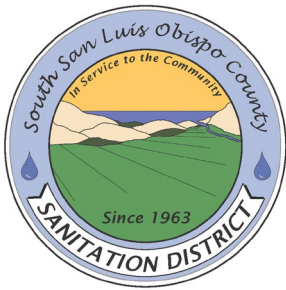
See Personnel Policy Manual Section – 4020 Sick Leave

EMPLOYEE COMPUTER PURCHASE PROGRAM

Provides for \$1,500.00 interest-free computer purchase loan, payable within two years from employee's salary as a payroll deduction. In order to receive this loan, the employee is required to have passed probation and must enter into a repayment contract for District reimbursement.

HOLIDAYS

See Personnel Policy Manual Section 4010 – Holidays



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Staff Report

To: Board of Directors
From: Jeremy Ghent, District Administrator
Date: July 1, 2026

Subject: ADOPTION OF A RESOLUTION APPROVING A PUBLICLY AVAILABLE PAY SCHEDULE, AS REQUIRED BY CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) REGULATIONS, EXHIBIT "A".

RECOMMENDATION:

Recommendation: Adopt Resolution No. 2026-473 Adopting a Publicly Available Pay Schedule for Fiscal Year 2026/2027 in accordance with California Public Employees Retirement System (CalPERS) regulations, Exhibit "A".

BACKGROUND AND DISCUSSION:

In 2011 CalPERS adopted regulations setting forth the required elements necessary to meet the definition of publicly available pay schedules. The required elements are as follows:

- 1) Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings laws;
- 2) Identifies the position title for every employee position;
- 3) Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
- 4) Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
- 5) Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
- 6) Indicates an effective date and date of any revisions;
- 7) Is retained by the employer and available for public inspection for not less than five years; and
- 8) Does not reference another document in lieu of disclosing the payrate.

At its meeting on November 6, 2024, the Board adopted Resolution No. 2024-453, approving a Cost of Living Adjustment (COLA) and modifications to the Memorandum of Understanding (MOU) between the South San Luis Obispo County Sanitation District (SSLOCSD) and the Service Employees' International Union (SEIU) Local 620.

To ensure internal equity and consistency, staff is now requesting that the Board adopt a corresponding modification to apply the same 4% COLA to non-represented employees, effective the first full pay period in July 2026.

Options:

1. Adopt the attached resolution and exhibit
2. Do not adopt the resolution.
3. Provide further direction to staff.

Fiscal Considerations:

There is no fiscal impact associated with publishing the attached document on the District's website.

Attachment: Exhibit "A" to Resolution No. 2026-473, A Resolution approving salary for all District employees for the 2026/2027 fiscal year.

RESOLUTION 2026-473

**A RESOLUTION OF THE BOARD OF SOUTH SAN LUIS OBISPO COUNTY
SANITATION DISTRICT**

WHEREAS, the Board of Directors for the South San Luis Obispo County Sanitation District has the authority to implement Government Code Section 20636(b)(1); and

WHEREAS, the Board of Directors has adopted salary schedules for all District positions; and

WHEREAS, one of the requirements for Government Code Section 20636(b)(1) is the adoption by the governing body of the South San Luis Obispo County Sanitation District of a Publicly Available Pay Schedule;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Board of South San Luis Obispo County Sanitation District adopts the attached Publicly Available Pay Schedule for the 2026/2027 fiscal years,

PASSED AND ADOPTED at a regular meeting of the South San Luis County Sanitation District Board of Directors held this _____ day of _____ 2026.

On the motion of _____ seconded by _____, and after the following roll call vote:

AYES:
NOES:
ABSENT:

Caren Ray Russom, Chair
Board of Directors
South San Luis Obispo County Sanitation District

ATTEST:

Business & Accounting Analyst

APPROVED AS TO FORM:

BY: _____
District Counsel

CONTENTS:

BY: _____
District Administrator

Exhibit A to Resolution No. 2026-473

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
EFFECTIVE 07/11/2026 THROUGH 06/30/2027
SALARY SCHEDULE ADOPTED BY RESOLUTION 2026-473**

Classification	Authorized Number	Unit	Step A Monthly	Step B Monthly	Step C Monthly	Step D Monthly	Step E Monthly	Step F Monthly
District Administrator	1	Exec Mgmt.	\$18,030 Monthly					
Wastewater Plant Superintendent*	1	Non-Rep	\$ 10,594	\$ 11,124	\$ 11,680	\$ 12,264	\$ 12,878	\$ 13,522
Wastewater Plant Operations Supervisor*	1	SEIU	\$ 7,380	\$ 7,749	\$ 8,136	\$ 8,543	\$ 8,970	\$ 9,419
Laboratory Manager*	1	SEIU	\$ 7,380	\$ 7,749	\$ 8,136	\$ 8,543	\$ 8,970	\$ 9,419
Wastewater Plant Senior Operator*	1	SEIU	\$ 6,783	\$ 7,122	\$ 7,478	\$ 7,852	\$ 8,245	\$ 8,657
Laboratory Technician*	1	SEIU	\$ 6,080	\$ 6,384	\$ 6,703	\$ 7,038	\$ 7,390	\$ 7,760
Wastewater Plant Operator II*	4	SEIU	\$ 5,907	\$ 6,203	\$ 6,513	\$ 6,838	\$ 7,180	\$ 7,539
Wastewater Plant Operator I*	0	SEIU	\$ 5,485	\$ 5,759	\$ 6,047	\$ 6,350	\$ 6,667	\$ 7,000
Wastewater Plant Operator In Training Intern	0	SEIU	\$ 4,923	\$ 5,170	\$ 5,428	\$ 5,699	\$ 5,984	\$ 6,284
Maintenance Assistant	0	Non-Rep	\$ 4,734	\$ 4,971	\$ 5,219	\$ 5,480	\$ 5,754	\$ 6,042
Business & Accounting Analyst	1	Non-Rep	\$ 6,699	\$ 7,034	\$ 7,385	\$ 7,755	\$ 8,142	\$ 8,549

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Adoption Date 07/01/2026

SEIU Salaries Per Resolution 2024-453 - Effective July 11, 2026
Non Represented - Effective July 11, 2026

*Eligible for Higher Operator Grade Program; 2.5%



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Staff Report

To: Board of Directors
From: Jeremy Ghent, District Administrator; Mychal Jones, Plant Superintendent
Date: July 1st, 2026
Subject: **DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT**

This report represents ongoing information on the latest District staff activities on major capital projects and studies, programmatic initiatives, regional collaboration, miscellaneous activities, and Plant Operations. *Updates since the last report are provided in italics below:*

Capital Projects:

Cogeneration Project:

- *Contract Language and Legal Review*
- *Southland is preparing revised costs based on contract language changes*
- *Hearing item has been cancelled and the item will be reset and renoticed, as required, to a date unknown*

Misc:

- *On June 11th, District Administrator met with SLOCounty Public Works Water Resource staff to discuss the County's potential future desalination effort. The County has identified the SSLOCSD facility as a top candidate because of the potential for utilizing the District and Pismo's ocean outfall to dilute and dispose of the brine water created by the desalination process. A request was made by staff to the County to engage the District before naming our facility as a potential collaborator for any County project.*
- *Discussions continue to advance between the City of Arroyo Grande, the Canyon Crest Neighborhood, and SSLOCSD regarding providing treatment for 54 homes.*
- *Discussions continue to advance between, Pacific Dunes Ranch, LAFCO, RWQCB and SSLOCSD regarding providing treatment for approximately 215 RV sites, 4 cabins, and a clubhouse/office.*

Plant Tours:

None

Upcoming Meetings:

August 5th Update on Canyon Crest Service Request
TBD Revised Cogeneration Cost Benefit Analysis

Plant Operations Report

There were no violations of the District's National Pollutant Discharge Elimination System (NPDES) Permit during the June 2026 reporting period. All regulatory required analyses were within Permit limitations.

June 2026 Plant Data

June 2026	INF Flow MGD	INF Peak Flow MGD	INF BOD mg/L	EFF BOD mg/L	BOD % Removal	INF TSS mg/L	EFF TSS mg/L	TSS % Removal	Fecal Coliform MPN/100 mL	Chlorine Usage lbs/day
Low	2.2	3.0	323	7.0		351	9.0		<1	91
High	2.42	4	404	13.0		413	13.0		2	277
June 2026 AVG	2.29	3.4	356	9.9	97.2	391	11.2	97.1	1.2	185
June 2025 AVG	2.26	3.36	414	8	98.1	378	4	98.9	3	98
Limit	5.0			40/60/90	>80		40/60/90	>80	2000	

Operation and Maintenance Tasks

- Landscaped and mowed plant grounds
- Troubleshoot Ops/Admin building air conditioning
- Inspected and marked Underground Service Alerts
- Fabricated light post brackets for new Chlorine Contact Tank (CCT) lights
- Gave an in-depth plant tour to Montecito Sanitary District
- Filanc, Taft, and BKF on site to install new Thickened Waste Activated Sludge (TWAS) Pump No. 2 variable frequency drive conductor
- Repaired Fixed Film Reactor (FFR) feed pump No. 1 water seal feed piping
- Troubleshot primary sludge pump No. 2 and found an abundance of grease buildup in the discharge piping. Disassembled discharge piping, cleaned out, reassembled piping, and placed pump back into normal operation.
- Removed primary sludge pump No. 1 and motor for rehabilitation and repair
- Installed new rebuilt primary sludge pump No. 1
- Broke free and exercised emergency storm drain gate valve
- Performed calibration check of disinfection control probe, found damaged probe, and replaced probe
- AutoSys LLC installed new memory on backup Supervisory Control and Data Acquisition server
- Ferguson Electric installed new power outlets at entry gate and installed new lights at FFR
- Prepared and disposed of electrical waste at Exploration Station
- Troubleshoot TWAS Pump No. 2 operation. Removed and replaced pump rotors
- Cal Fire CMC crew on site to perform 6-foot cutback around treatment facility fenceline
- AutoSys LLC performed removal and installation of new Water Champ chemical induction mixer and control panel

Work Orders Completed

- Inspected digester vacuum/pressure relief valves
- Performed preventative maintenance on front wheel loader
- Performed algae control on all clarifiers
- Performed preventative maintenance on chemical induction mixer
- Calibrated disinfection control probes
- Exercised emergency bypass pump gate valves
- Performed preventative maintenance on plant carts
- Test ran emergency generators and emergency bypass pump
- Replaced hot water boiler air filter
- Performed preventative maintenance on headworks mechanical barscreens
- Performed preventative maintenance on Mr. Jackman (forklift)

Training

- Staff participated in training on aeration blower preventative maintenance
- Staff participated in training on exercising aeration basin diffusers
- Staff participated in training on removal, replacement, cleaning, and calibration of Dissolved Oxygen probe caps

Call Outs

- June 18th at 5:21pm – CCT PLC Communication Fail. Operations staff responded and acknowledged alarm remotely via SCADA. Contacted integrator, AutoSys LLC, to assist in troubleshooting communication issue. Found faulty backup power system and bypassed system. System back in normal operation following bypass of backup power system. Backup power source will remain bypassed until new replacement is installed.
- June 22nd at 5:45pm – Water Champ Fault. Operations staff responded and inspected system operation. System faulted due to a power unbalance. AutoSys LLC mobilized to assist with troubleshooting and setting adjustment. System placed back online following setting adjustment and running optimally.

Staff



Operator Justin Musick fabricating new light post brackets.



Operator Everardo Vargas and Operations Supervisor Mike Arias dismantling primary sludge pump No. 2 piping for inspection.



Operations Supervisor Mike Arias cleaning sludge pump piping while Operators Mario De Leon and Justin Musick reassemble cleaned sludge pump piping.



Montecito Sanitary District, Ardurra, and Southland getting a 10-cent tour of the District's treatment facility.



Operator Everardo Vargas and Senior Operator Christopher Rigoni performing preventative maintenance on the FFR supply fans.