

TO: BOARD OF DIRECTORS  
FROM: MARIO IGLESIAS  
GENERAL MANAGER  
DATE: MAY 6, 2022



## PRESENTATIONS AND REPORTS

The following presentations and reports are scheduled:

- C-1) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.  
Receive Announcements and Reports from Directors
  
- C-2) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER

DATE: MAY 6, 2022

**AGENDA ITEM**

**D**

**MAY 11, 2022**

**CONSENT AGENDA**

The following items are considered routine and non-controversial by staff and may be approved by one motion if no member of the Board wishes an item removed. If discussion is desired, the item may be removed from the Consent Agenda by a Board member and will be considered separately at the conclusion of the Administrative Items. Individual items on the Consent Agenda are approved by the same vote that approves the Consent Agenda, unless an item is pulled for separate consideration. The recommendations for each item are noted in bracket. Members of the public may comment on the Consent Agenda items.

**Questions or clarification may be made by the Board members  
without removal from the Consent Agenda**

- D-1) WARRANTS [RECOMMEND APPROVAL]
- D-2) APPROVE APRIL 27, 2022, REGULAR BOARD MEETING MINUTES  
[RECOMMEND APPROVE MINUTES]
- D-3) ACCEPT THIRD QUARTER FISCAL YEAR 2021-2022 QUARTERLY FINANCIAL  
REPORT
- D-4) AUTHORIZE CONTRACT FOR ENGINEERING SERVICES FOR FRONTAGE ROAD  
TRUNK SEWER REPLACEMENT PROJECT WITH MKN & ASSOCIATES
- D-5) CONSIDER REQUEST FOR WATER, SEWER AND SOLID WASTE SERVICE  
(INTENT-TO-SERVE LETTER) FOR MULTIFAMILY RESIDENTIAL DEVELOPMENT  
LOCATED AT 139 E DANA STREET
- D-6) CONSIDER REQUEST FOR SEWER SERVICE (INTENT-TO-SERVE LETTER) FOR  
NIPOMO ELEMENTARY SCHOOL LOCATED AT 190 E. PRICE STREET

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER 

FROM: LISA BOGNUDA   
FINANCE DIRECTOR

DATE: MAY 6, 2022

**AGENDA ITEM**  
**D-1**  
**APRIL 11, 2022**

**WARRANTS WILL BE DISTRIBUTED TUESDAY, MAY 10, 2022**

TO: BOARD OF DIRECTORS

FROM: MARIO IGLESIAS  
GENERAL MANAGER



DATE: MAY 6, 2022

**AGENDA ITEM**

**D-2**

**MAY 11, 2022**

**APPROVE APRIL 27, 2022  
REGULAR BOARD MEETING MINUTES**

**ITEM**

Approve action minutes from previous Board meetings. [RECOMMEND APPROVE MINUTES]

**BACKGROUND**

The draft minutes are a written record of the previous Board Meeting action.

**RECOMMENDATION**

Approve Minutes

**ATTACHMENT**

- A. April 27, 2022 draft Regular Board Meeting Minutes

MAY 11, 2022

ITEM D-2

ATTACHMENT A

# NIPOMO COMMUNITY SERVICES DISTRICT

*Serving the Community since 1965*

## DRAFT REGULAR MINUTES

**APRIL 27, 2022 AT 9:00 A.M.**

JON S. SEITZ BOARD ROOM 148 SOUTH WILSON STREET, NIPOMO, CA

### BOARD of DIRECTORS

ED EBY, **PRESIDENT**  
RICHARD MALVAROSE, **VICE PRESIDENT**  
DAN ALLEN GADDIS, **DIRECTOR**  
DAN WOODSON, **DIRECTOR**  
CRAIG ARMSTRONG, **DIRECTOR**

### PRINCIPAL STAFF

MARIO IGLESIAS, **GENERAL MANAGER**  
LISA BOGNUDA, **FINANCE DIRECTOR**  
PETER SEVCIK, **DIRECTOR OF ENG. & OPS.**  
CRAIG STEELE, **GENERAL COUNSEL**

Mission Statement:

Provide our customers with reliable, quality, and cost-effective services now and in the future.

#### A. CALL TO ORDER AND FLAG SALUTE

*President Eby called the Regular Meeting of April 27, 2022, to order at 9:00 a.m. and led the flag salute.*

#### B. ROLL CALL AND PUBLIC COMMENT FOR ITEMS NOT ON AGENDA

*At Roll Call, Director Armstrong, Gaddis and Eby were present. Directors Woodson and Malvarose were absent.*

*There were no public comments.*

*President Eby announced Item E-1 would be next.*

- E-1) CONSIDER DRAFT OF THE SOUTH COUNTY SANITARY SERVICES SOLID WASTE RATE APPLICATION REVIEW [RECOMMEND RECEIVE, REVIEW, AND DISCUSS SOUTH COUNTY SANITARY SERVICES SOLID WASTE RATE REVIEW AND DIRECT STAFF]

*William C. Statler, Rate Analysis Consultant, presented the item and answered questions from the Board.*

*The Board directed staff to bring the Solid Waste rate study back to the Board on May 11<sup>th</sup> for Board consideration of adoption.*

*President Eby announced there would be a 5-minute break.*

#### C. PRESENTATIONS AND REPORTS

- C-1) ENGINEER'S QUARTERLY REPORT TO THE BOARD

*Peter Sevcik, Director of Engineering and Operations, presented the item and answered questions from the Board of Directors.*

- C-2) DIRECTORS' ANNOUNCEMENTS OF DISTRICT AND COMMUNITY INTEREST AND REPORTS ON ATTENDANCE AT PUBLIC MEETINGS, TRAINING PROGRAMS, CONFERENCES AND SEMINARS.

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

Receive Announcements and Reports from Directors

Director Eby

- April 19, attended Board Officers' meeting.
- April 21, attended LAFCO meeting remotely.
- April 25, attended NMMA Technical group meeting remotely.

C-3) RECEIVE PUBLIC COMMENT ON PRESENTATIONS AND REPORTS PRESENTED UNDER ITEM C AND BY MOTION RECEIVE AND FILE PRESENTATIONS AND REPORTS

*There were no public comments.*

*Upon the motion of Director Armstrong and seconded, the Board approved receiving and filing presentations and reports.*

*Vote 3-0-2.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Eby, and Gaddis	None	Directors Woodson and Malvarose

D. CONSENT AGENDA

D-1) WARRANTS [RECOMMEND APPROVAL]

D-2) APPROVE APRIL 13, 2022, REGULAR BOARD MEETING MINUTES [RECOMMEND APPROVE MINUTES]

D-3) INVESTMENT POLICY – FIRST QUARTER REPORT [RECOMMEND ACCEPT AND FILE REPORT]

*Staff answered questions regarding the warrants.*

*There were no public comments.*

*Upon the motion of Director Armstrong and seconded, the Board approved the Consent Agenda.*

*Vote 3-0-2.*

YES VOTES	NO VOTES	ABSENT
Directors Armstrong, Eby, and Gaddis	None	Directors Woodson and Malvarose

E. ADMINISTRATIVE ITEMS

E-2) LOCAL AGENCY FORMATION COMMISSION 2022 ELECTION – ALTERNATE SPECIAL DISTRICT MEMBER [RECOMMEND CONSIDER THE TWO CANDIDATES SEEKING TO FILL THE ALTERNATE SPECIAL DISTRICT MEMBER SEAT ON LAFCO AND VOTE FOR ONE CANDIDATE]

*Mario Iglesias, General Manager, presented the item.*

*There were no public comments.*

*The Board voted for Ed Eby to fill the Alternate Special District member seat.*

SUBJECT TO BOARD APPROVAL

Nipomo Community Services District  
DRAFT REGULAR MEETING  
MINUTES

F. GENERAL MANAGER'S REPORT

*Mario Iglesias, General Manager, presented the item and answered questions from the Board.  
Director Eby asked if the District had received the utility section of the Dana Reserve plan.*

G. COMMITTEE REPORTS

*None.*

H. DIRECTORS' REQUESTS TO STAFF AND SUPPLEMENTAL REPORTS

*None.*

I. CLOSED SESSION ANNOUNCEMENTS

*Craig Steele, District Legal Counsel, announced to the Board that there would be no closed session.*

1. CONFERENCE WITH DISTRICT LEGAL COUNSEL RE: PENDING LITIGATION  
PURSUANT TO GC §54956.9

- a. SMVWCD V. NCSD (SANTA CLARA COUNTY CASE NO. CV 770214, SIXTH APPELLATE COURT CASE NO. H032750, AND ALL CONSOLIDATED CASES

ADJOURN MEETING

*President Eby adjourned the meeting at 10:52 a.m.*

MEETING SUMMARY	HOURS & MINUTES
Regular Meeting	1 hour 52 minutes
Closed Session	0 hour 00 minutes
TOTAL HOURS	1 hour 52 minutes

Respectfully submitted,

\_\_\_\_\_  
Mario Iglesias, General Manager and Secretary to the Board

\_\_\_\_\_  
Date

TO: BOARD OF DIRECTORS

REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER

FROM: LISA BOGNUDA  
FINANCE DIRECTOR

DATE: MAY 6, 2022

**AGENDA ITEM**

**D-3**

**MAY 11, 2022**

**ACCEPT THIRD QUARTER FISCAL YEAR 2021-2022  
QUARTERLY FINANCIAL REPORT**

**ITEM**

Accept Third Quarter Financial Report [RECOMMEND RECEIVE AND FILE REPORT]

**BACKGROUND**

As of March 31, 2022, the 2021-2022 Fiscal year is 75% complete. The consolidated operating revenues are 77.74% of budget, operating expenditures are at 74.05% of budget, and general and administrative expenditures are at 66.77% of budget.

Attached are the following which provide an overview of the first nine months of the fiscal year:

Page 1	Consolidated Statement of Net Position
Page 2-3	Consolidated Statement of Revenues and Expenses
Page 4	Summary of Revenues, Expenses and Cash Balances by Fund
Page 5	Summary of Approved Budget Adjustments
Page 6-7	Graphs for Consolidated Revenues and Expenses
Page 8-10	Graphs for major funds (Water, Town Sewer, and Blacklake Sewer)

**STRATEGIC PLAN**

Goal 4. FINANCE. Maintain conservative, long-term financial management to minimize rate impacts on customers while meeting program financial needs.

**RECOMMENDATION**

It is recommended that your Honorable Board receive report and direct Staff to file the quarterly financial report for the third quarter of fiscal year 2021-2022.

**ATTACHMENT**

A. Pages 1-10 – NCSD Quarterly Financial Report

MAY 11, 2022

ITEM D-3

ATTACHMENT A

**NIPOMO COMMUNITY SERVICES DISTRICT**  
**STATEMENT OF NET POSITION - (Unaudited)**  
**MARCH 31, 2022**

ASSETS

Current assets:

Cash and cash equivalents	\$ 18,395,245
Accounts receivable	204,536
Unbilled utilities receivable	1,291,000
Accrued interest receivable	13,887
Due from partner purveyors	219,931
Contracts receivable, current portion	134,679
Total current assets	<u>20,259,278</u>

Noncurrent assets:

Restricted cash-NSWP funded replacement	1,388,718
Restricted cash - Held in Trust	11,662,051
Cash with fiscal agent	40,662
Deposits and other assets	337,556
Contracts receivable, less current portion	6,802,263

Capital assets:

Capital assets, net of depreciation	<u>69,477,637</u>
Total noncurrent assets	<u>89,708,887</u>

Total assets 109,968,165 (A)

Deferred Outflows of Resources

OPEB related	940,770
Pension related	537,936
Total deferred outflows of resources	<u>1,478,706</u> (B)

LIABILITIES

Current liabilities:

Accounts payable	870,773
Deposits	257,774
Accrued Liabilities	1,079,707
Current portion of long-term debt	895,000
Total current liabilities	<u>3,103,254</u>

Noncurrent liabilities:

Net OPEB liability	1,523,138
Net pension liability	1,894,758
Long-term debt, less current portion	28,520,000
Total noncurrent liabilities	<u>31,937,896</u>

Total liabilities 35,041,150 (C)

Deferred Inflows of Resources

Pension related	29,744
Total deferred inflows of resources	<u>29,744</u> (D)

NET POSITION

Net investment in capital assets	48,943,913
Restricted for system expansion, replacement and debt service	13,127,214
Unrestricted	<u>14,304,850</u>

Total net position (A)+(B)-(C)-(D) \$ 76,375,977

**NIPOMO COMMUNITY SERVICES DISTRICT  
STATEMENT OF REVENUES AND EXPENSES - (Unaudited)  
FOR THE NINE MONTHS ENDING MARCH 31, 2022**

	YEAR-TO- DATE	BUDGET	% OF BUDGET
<u>OPERATING REVENUES</u>			
Water fixed charges	\$ 1,209,995	1,589,490	76.12%
Water usage charges	4,016,771	4,961,001	80.97%
Sewer charges	2,405,777	3,062,900	78.55%
Miscellaneous fees and charges	121,087	134,200	90.23%
Street light and landscape maintenance charges	32,585	41,570	78.39%
Franchise fees	102,562	183,000	56.04%
NSWP - collections from purveyors for water purchased	583,848	741,322	78.76%
NSWP - collections from purveyors for related expenses	55,578	74,154	74.95%
NSWP - collections for funded replacement	155,150	206,865	75.00%
Operating transfers in - Funded Administration	353,989	587,060	60.30%
Operating transfers in - Funded Replacement	914,250	1,219,000	75.00%
Total Operating Revenues	<u>9,951,592</u>	<u>12,800,562</u>	<u>77.74%</u>
<u>OPERATING EXPENSES - OPERATIONS AND MAINTENANCE</u>			
Wages and benefits	1,333,069	1,979,399	67.35%
Purchased water -NCSD share	1,168,396	1,483,535	78.76%
Purchased water-purveyors	583,848	741,322	78.76%
Operating costs, admin and funded replacement-NCSD share	207,812	297,834	69.77%
Electricity	436,757	663,150	65.86%
Water	7,058	11,000	64.16%
Chemicals	77,830	86,000	90.50%
Lab tests	82,486	114,000	72.36%
Operating supplies	212,939	251,500	84.67%
Outside services	183,653	312,310	58.80%
Permits and operating fees	32,907	57,620	57.11%
Repairs and maintenance	223,332	250,000	89.33%
Engineering	48,477	110,000	44.07%
Fuel	40,923	52,000	78.70%
Meter Change Out Program	314,442	270,000	116.46%
Safety program	1,226	5,000	24.52%
Uniforms	11,723	20,000	58.62%
Landscape maintance district	3,405	5,000	68.10%
Solid waste program	2,325	10,000	23.25%
Conservation program	6,859	20,000	34.30%
Operating transfer out - Funded Replacement	914,250	1,219,000	75.00%
Subtotal - Operating Expenses (Operations and Maintenance)	<u>5,893,717</u>	<u>7,958,670</u>	<u>74.05%</u>

continued on next page

**NIPOMO COMMUNITY SERVICES DISTRICT**  
**STATEMENT OF REVENUES AND EXPENSES - (Unaudited)**  
**FOR THE NINE MONTHS ENDING MARCH 31, 2022**

	<u>YEAR-TO- DATE</u>	<u>BUDGET</u>	<u>% OF BUDGET</u>
<u>OPERATING EXPENSES - GENERAL AND ADMINISTRATIVE</u>			
Wages and benefits	726,642	1,143,155	63.56%
Outside services	12,350	37,280	33.13%
Bank charges and fees	5,454	7,200	75.75%
Computer expense	206,782	185,756	111.32%
Dues and subscriptions	72,725	53,180	136.75%
Education and training	2,991	17,000	17.59%
Elections	0	0	0.00%
Liability insurance	160,692	233,000	68.97%
Landscape and janitorial	15,829	18,000	87.94%
Legal counsel-general	60,525	98,000	61.76%
Legal counsel-water	18,090	75,000	24.12%
Professional services	101,819	135,200	75.31%
Miscellaneous	2,298	13,750	16.71%
Newsletters and mailers	2,475	6,700	36.94%
Office supplies	10,585	19,000	55.71%
Postage	18,407	21,200	86.83%
Public notices	1,887	4,300	43.88%
Repairs and maintenance	21,826	28,850	75.65%
Property taxes	1,672	1,590	105.16%
Telephone	5,242	8,500	61.67%
Travel and mileage	4,389	12,500	35.11%
Utilities	14,217	20,700	68.68%
Operating transfer out - Funded Administration	353,989	587,060	60.30%
Subtotal - Operating Expenses (General and Administrative)	1,820,886	2,726,921	66.77%
 Total Operating Expenses	 7,714,603	 10,685,591	 72.20%
 Total Operating Surplus (Deficit)	 2,236,989	 2,114,971	 105.77%
<u>NON-OPERATING INCOME (EXPENSES)</u>			
Interest income	254,811	672,250	37.90%
Property tax revenue	585,961	802,780	72.99%
Cell site revenue	17,212	43,900	39.21%
Other revenue - purveyors	203,130	203,130	100.00%
Capacity Charges collected	369,838	0	0.00%
Interest expense	(622,389)	(774,738)	80.34%
COVID-19 expense	(1,767)	0	0.00%
Cost of Issuance - Bond Refinance	(250,127)	0	0.00%
Total non-operating revenues (expenses)	556,669	947,322	
 Total Operating and Non-operating Surplus (Deficit)	 \$ 2,793,658	 3,062,293	

NIPOMO COMMUNITY SERVICES DISTRICT  
SUMMARY OF REVENUES AND EXPENSES BY FUND  
NINE MONTHS ENDING MARCH 31, 2022

FUND	FUND #	YTD REVENUES	YTD EXPENSES	SUBTOTAL	FUNDED REPLACEMENT	TRANSFERS B/W FUNDS	YTD SUPRPLUS/ (DEFICIT)
Administration	110	375,057	(375,057)	0	0	0	0
Water	125	5,350,516	(4,298,559)	1,051,957	(480,750)	0	571,207
Water Rate Stabilization	128	825		825	0	0	825
Town Sewer	130	1,847,581	(1,732,000)	115,581	(296,250)	0	(180,669)
Town Sewer Rate Stabilization	135	621		621	0	0	621
Blacklake Sewer	150	561,067	(280,545)	280,522	(137,250)	0	143,272
Blacklake Sewer Rate Stabilization	155	103		103	0	0	103
Blacklake Street Lighting	200	21,546	(37,362)	(15,816)	0	0	(15,816)
Street Landscape Maintenance	250	11,063	(7,797)	3,266	0	0	3,266
Solid Waste	300	103,373	(25,469)	77,904	0	0	77,904
Drainage Maintenance	400	16,577		16,577	0	0	16,577
Supplemental Water Capacity Fees	500	672,255	(282,026)	390,229	0	553,025	943,254
Property Taxes	600	570,150	(67,465)	502,685	0	(553,025)	(50,340)
Water Capacity Fees	700	60,897		60,897	0	0	60,897
Town Sewer Capacity Fees	710	65,812		65,812	0	0	65,812
Funded Replacement-Water	805	6,912		6,912	480,750	0	487,662
Funded Replacement-Town Sewer	810	6,771		6,771	296,250	0	303,021
Funded Replacement-BL Sewer	830	359		359	137,250	0	137,609
NSWP Operations & Maintenance	910	1,919,047	(1,847,975)	71,072	0	0	71,072
NSWP Funded Replacement	915	157,381		157,381	0	0	157,381
TOTAL		11,747,913	(8,954,255)	2,793,658	0	0	2,793,658

CASH BALANCE OF EACH FUND

FUND	FUND #	CASH BALANCE 3/31/2022
Administration	110	(187,105)
Water	125	3,789,805
Water Rate Stabilization	128	433,949
Town Sewer	130	538,217
Town Sewer Rate Stabilization	135	326,311
Blacklake Sewer	150	504,405
Blacklake Sewer Rate Stabilization	155	54,244
Blacklake Street Lighting	200	(1,929)
Street Landscape Maintenance	250	13,767
Solid Waste	300	466,696
Drainage Maintenance	400	73,650
Supplemental Water	500	2,168,395
Property Taxes	600	361,671
Water Capacity Fees	700	2,010,182
Town Sewer Capacity Fees	710	397,564
Funded Replacement-Water	805	3,839,559
Funded Replacement-Town Sewer	810	3,332,554
Funded Replacement-BL Sewer	830	253,407
NSWP	910	19,905
TOTAL		18,395,245

NOTE:  
BALANCE SHEETS AND STATEMENTS OF REVENUES AND

NIPOMO COMMUNITY SERVICES DISTRICT  
SUMMARY OF APPROVED BUDGET AMENDMENTS  
FISCAL YEAR JUNE 30, 2022

FIRST QUARTER ENDING SEPTEMBER 30, 2021

DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET	RESOLUTION NUMBER
8/11/2021	Foothill Tank Project CEQA	700	\$0	\$28,154	\$28,154	2021-1604

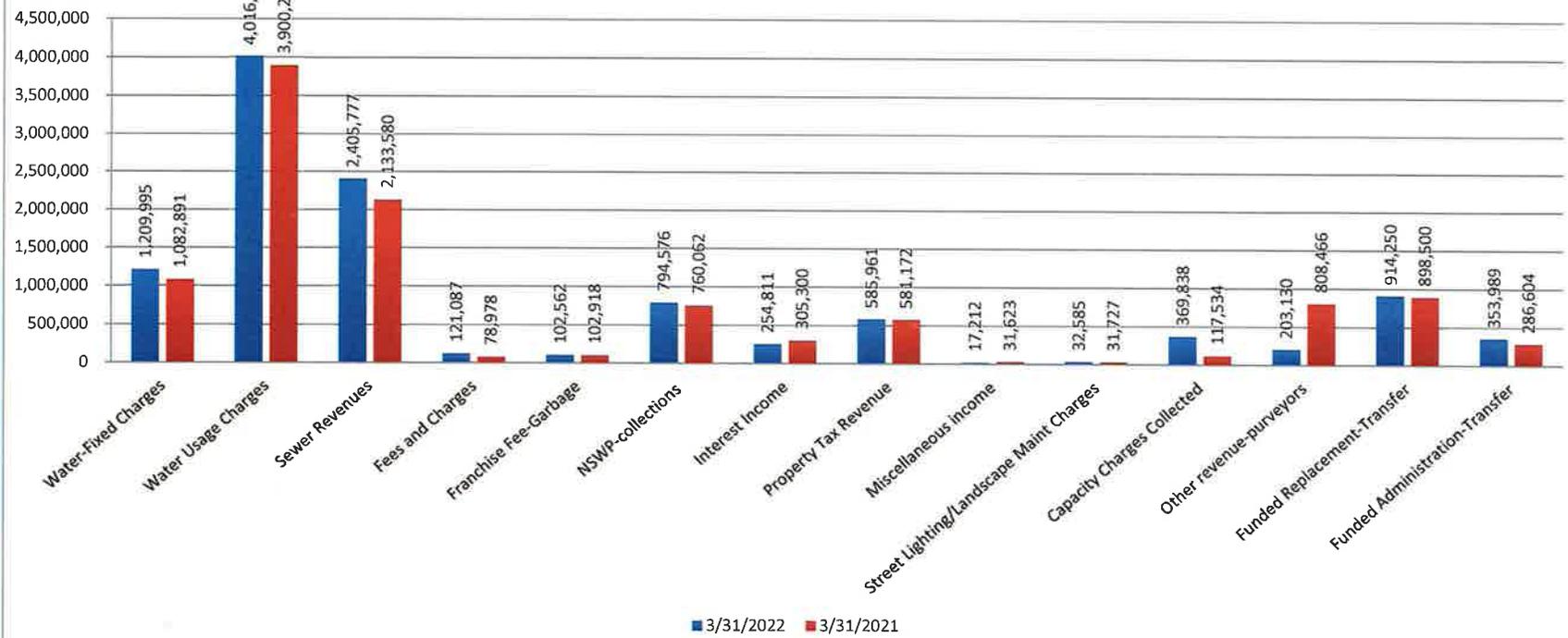
SECOND QUARTER ENDING DECEMBER 31, 2021

DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET	RESOLUTION NUMBER
10/13/2021	Monthly Meter Reading	125	\$0	\$43,000	\$43,000	2021-1607

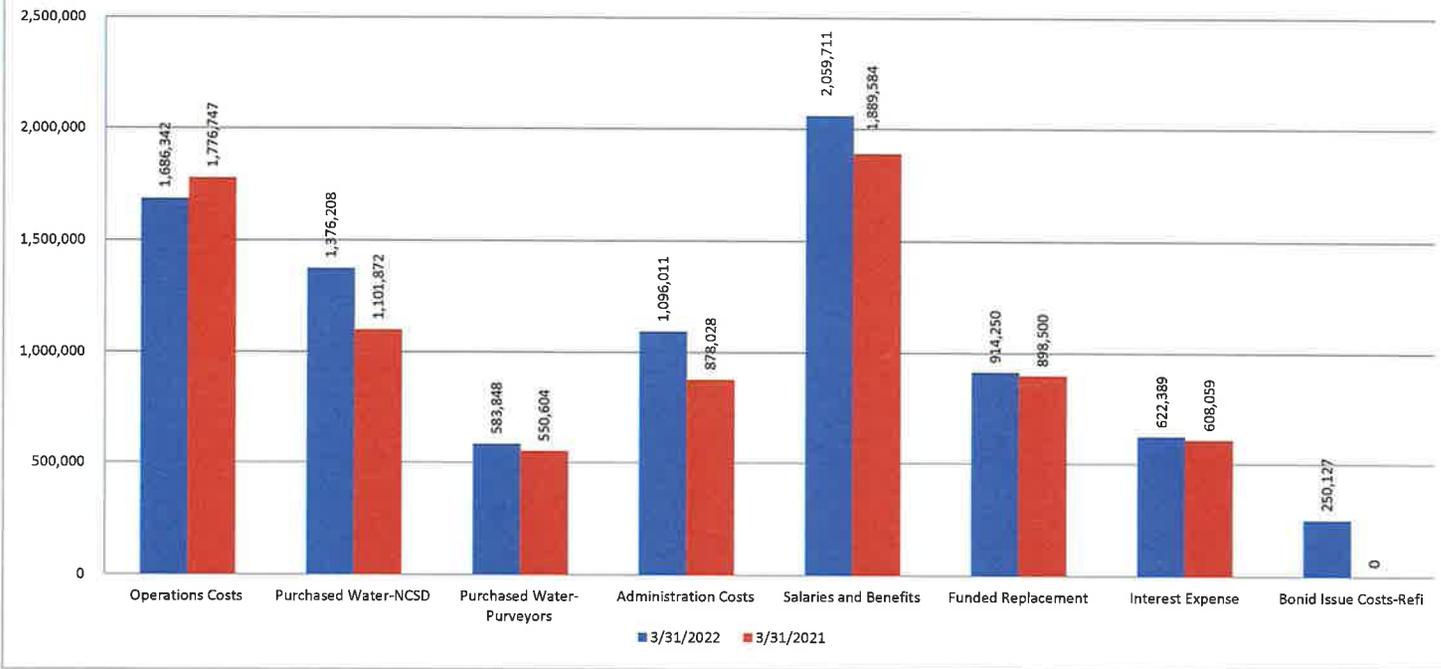
THIRD QUARTER ENDING MARCH 31, 2022

DATE	DESCRIPTION	FUNDS	APPROVED BUDGET	APPROVED AMENDMENT	AMENDED BUDGET	RESOLUTION NUMBER
	None					

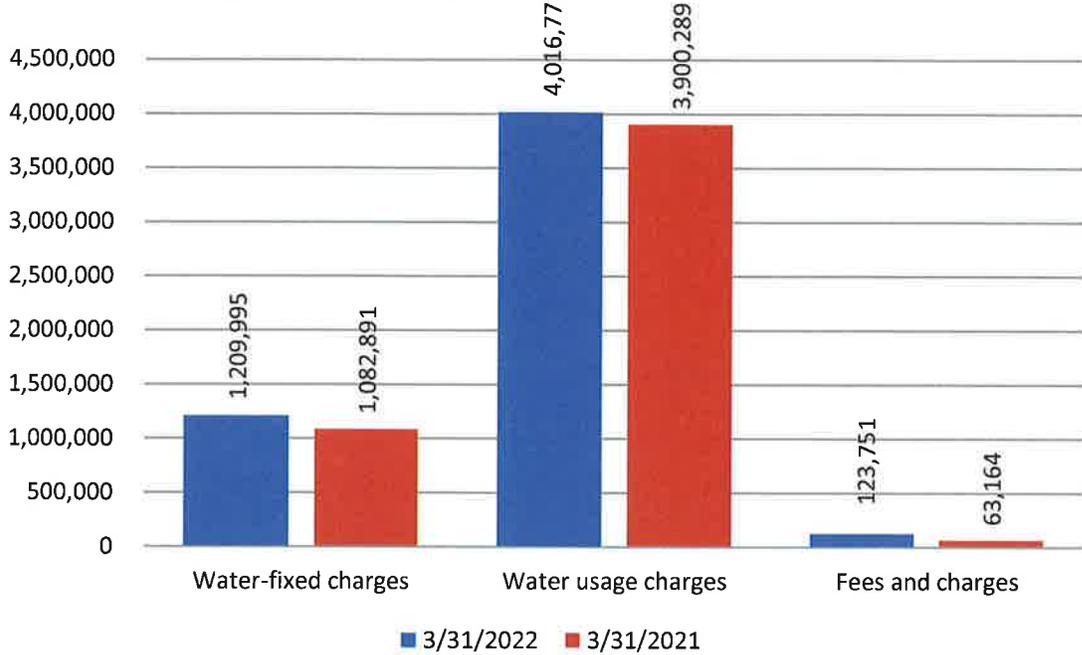
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUES  
FOR NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



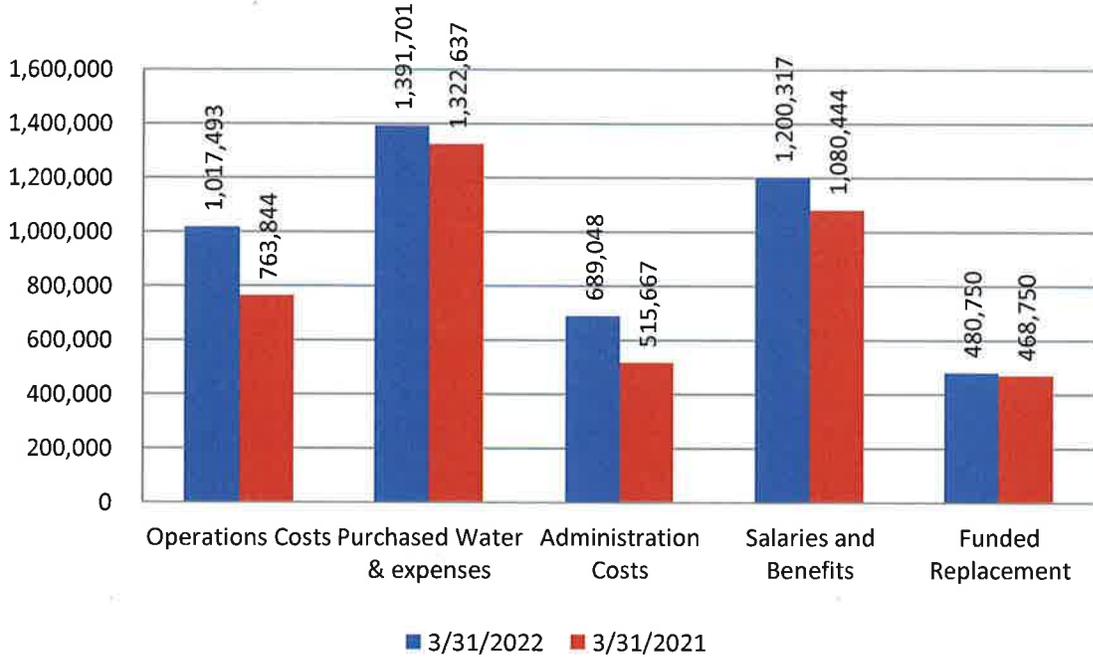
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES  
FOR THE NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



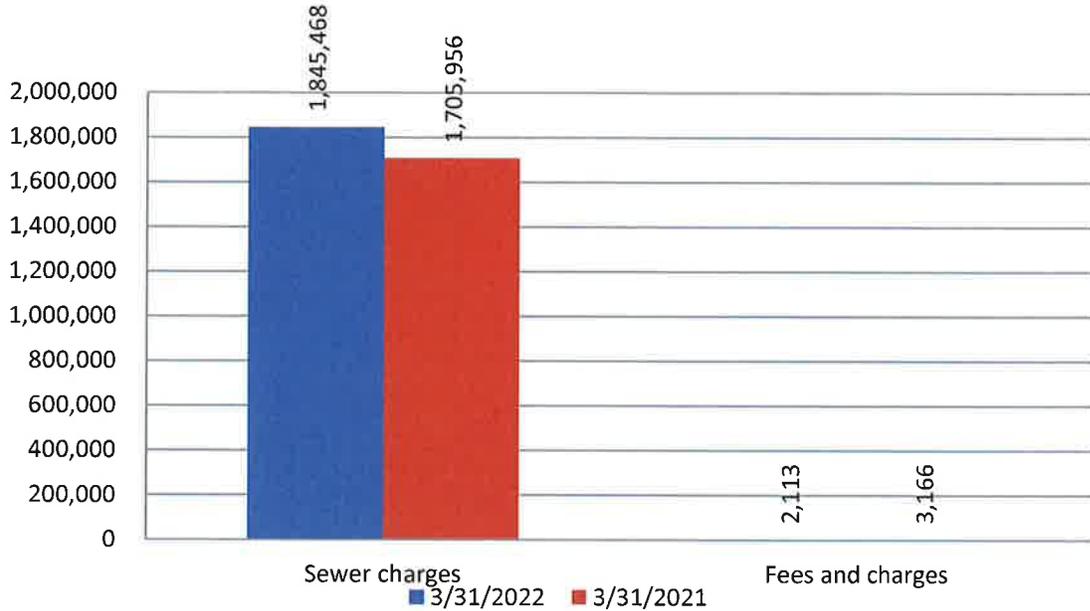
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUE - WATER FUNDS  
FOR THE NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



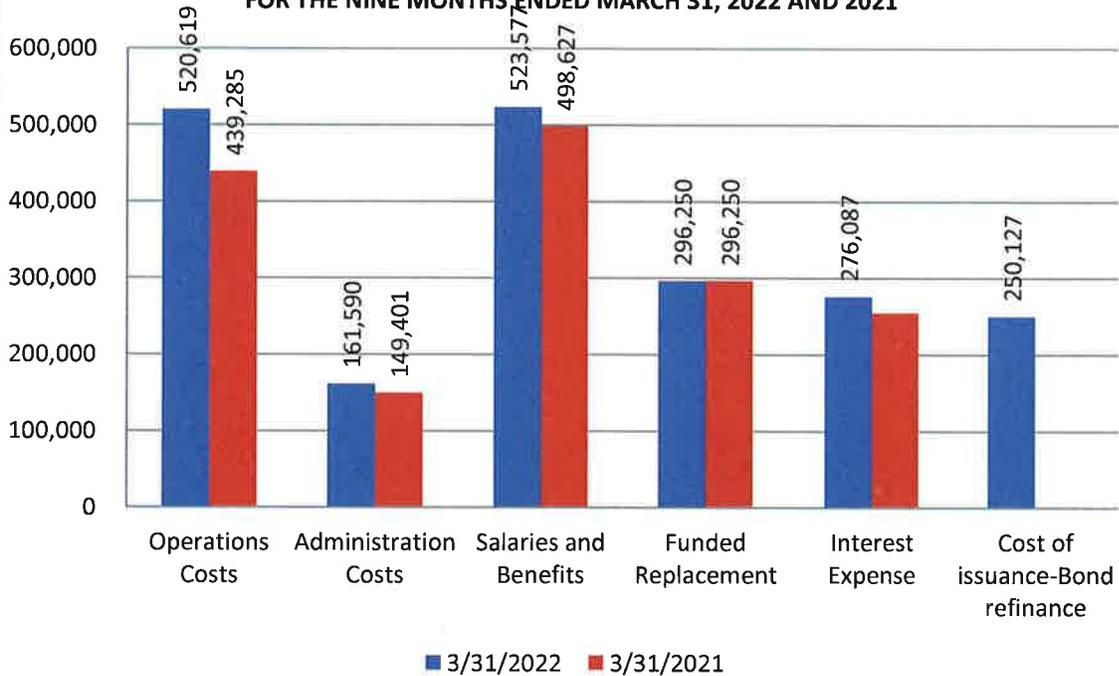
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES - WATER FUNDS  
FOR THE NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



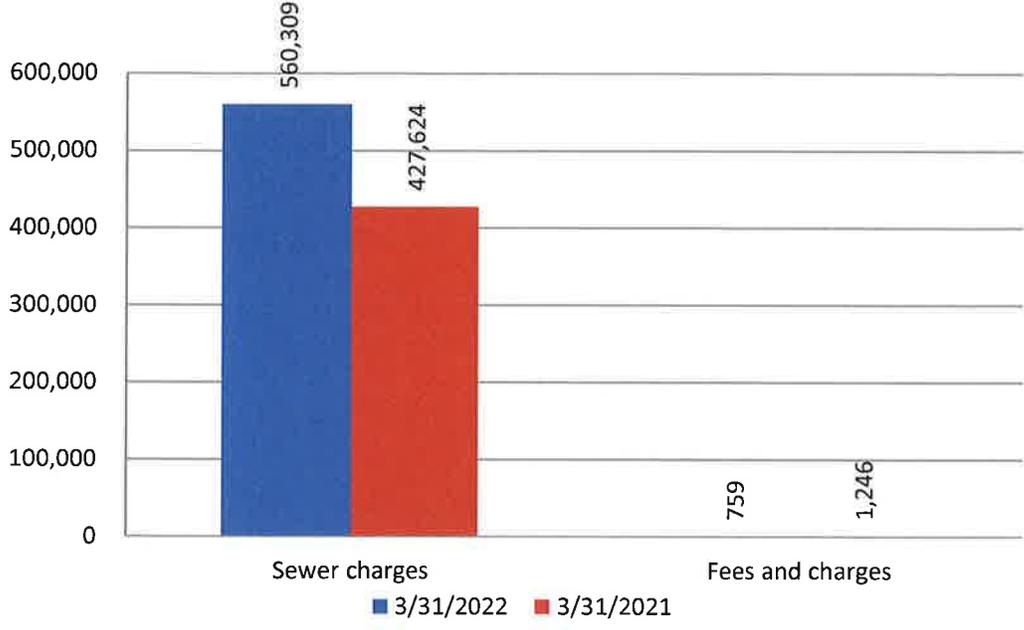
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUES - TOWN SEWER  
FOR THE NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



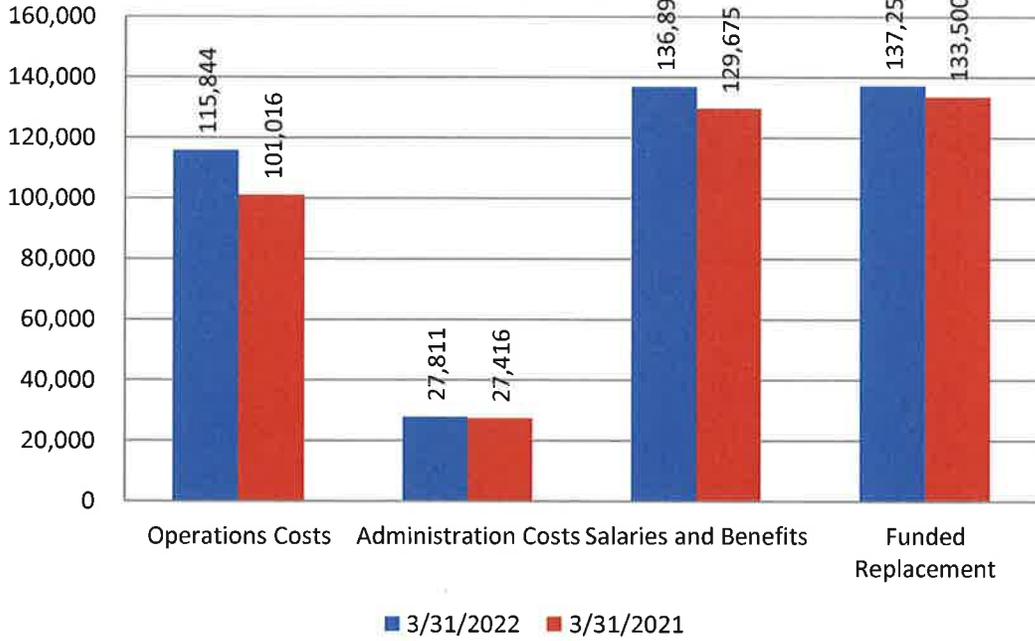
**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES - TOWN SEWER  
FOR THE NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL REVENUES - BLACKLAKE SEWER  
FOR THE NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



**NIPOMO COMMUNITY SERVICES DISTRICT  
TOTAL EXPENDITURES - BLACKLAKE SEWER  
FOR THE NINE MONTHS ENDED MARCH 31, 2022 AND 2021**



TO: BOARD OF DIRECTORS  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER   
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF  
ENGINEERING & OPERATIONS  
DATE: MAY 5, 2022

**AGENDA ITEM  
D-4  
MAY 11, 2022**

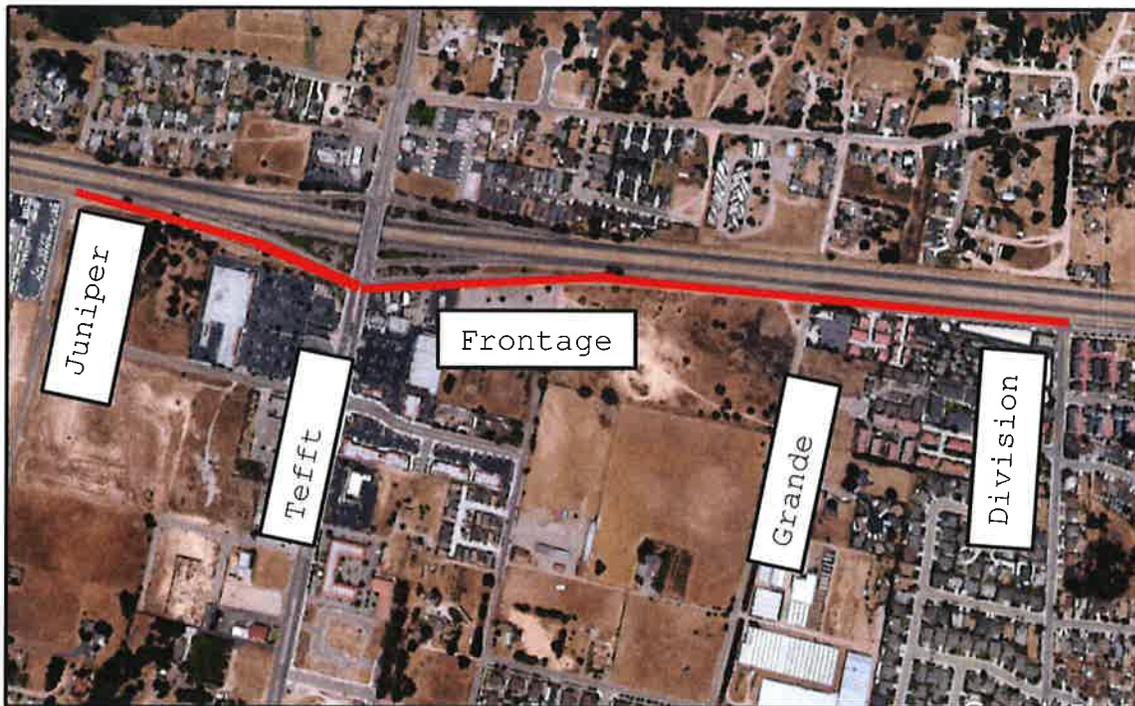
**AUTHORIZE CONTRACT FOR ENGINEERING SERVICES FOR  
FRONTAGE ROAD TRUNK SEWER REPLACEMENT PROJECT  
WITH MKN & ASSOCIATES**

**ITEM**

Authorize contract for engineering services for Frontage Road Trunk Sewer Replacement Project in the amount of \$320,616 with MKN & Associates and authorize General Manager to issue change orders with a total aggregate amount not to exceed \$30,000 [RECOMMEND APPROVAL].

**BACKGROUND**

The Frontage Road Trunk Sewer Replacement Project involves the replacement of approximately 4700 linear feet of sewer line and 17 manholes in Frontage Road, between Division Street and Juniper Street. The existing trunk sewer is in poor condition and is surcharging during high flow conditions. Replacing the existing sewer line with a new sewer line will help avoid the need for emergency repairs to the existing sewer line, as well as provide capacity for the Blacklake Sewer System Consolidation Project and other potential future connections located upstream of the project alignment.



At the January 26, 2022 Board meeting, the Board authorized staff to circulate a Request for Proposals (RFP) for Engineering Services for the Project. The District received proposals on April 8, 2022. Two firms submitted proposals (available for review at the District Office).

The proposals were evaluated by staff including the Director of Engineering & Operations and the Assistant Engineer. The evaluation considered responsiveness, work product time, team experience, and expertise and references. Staff ranked MKN & Associates proposal the highest, although Cannon's proposal was a very close second in all aspects.

Staff subsequently negotiated a contract with MKN & Associates based on staff's review and ranking of the proposals. Attached is MKN & Associates proposed scope of work, schedule and budget for the design phase of the Project.

### **FISCAL IMPACT**

The total Project budget is \$3,600,000. Funding in the amount of \$200,000 for design is available in the FY 2021-2022 budget. The balance of funding will come from the Town Sewer Funded Replacement Fund in FY 2022-2023 and proceeds from the Wastewater Revenue Certificates of Participation Series 2002, issued by the District earlier this year.

### **STRATEGIC PLAN**

Goal 2. FACILITIES THAT ARE RELIABLE, ENVIRONMENTALLY SENSIBLE AND EFFICIENT.

Plan, provide for and maintain District facilities and other physical assets to achieve reliable, environmentally sensible, and efficient District operations.

A.2 Develop a pathway to complete needed upgrades and replacements for the Blacklake wastewater treatment plant.

B.1 NCS D shall maintain long-range infrastructure management, upgrade and replacement planning.

Goal 4. FINANCE.

Maintain conservative, long-term financial management to minimize rate impacts on customers while meeting program financial needs.

B.1 Evaluate, plan for and maintain finances that are adequate for all needs, stable, and reliable over the long-term.

B.5 Maintain adequate rates to fund future capital replacements

### **RECOMMENDATION**

Staff recommends that the Board authorize staff to execute a contract in the amount of \$320,618 with MKN & Associates for engineering services for the Frontage Road Trunk Sewer Replacement Project and authorize General Manager to issue change orders with a total aggregate amount not to exceed \$30,000.

### **ATTACHMENTS**

A. MKN Project Scope, Schedule, and Budget

MAY 11, 2022

ITEM D-4

ATTACHMENT A

## Scope of Services and Timeline

### Scope of Services

Our proposed scope of work includes the following services as detailed in the sections below:

- Project Management
- Permit Assistance
- Coordination with District's Environmental consultant
- Preliminary Design Report
- Contractor Prequalification
- Development of construction plans, specifications, and updated construction cost opinion
- Bid phase services

## **1** TASK GROUP 1 Project Management

### Task 1.1 – Meetings

MKN will schedule and attend monthly project meetings during the preliminary and final design phase of the project. The purpose of the meetings will be to review project status, get input from District staff, review deliverables, and discuss issues related to the project and the schedule with the District. MKN will prepare and distribute meeting agendas prior to the scheduled meeting and will record and distribute meeting notes to all attendees. The meeting notes will document the discussions and decisions made. For budgeting purposes, we have assumed the design phase will last 12 months at an average of 3 hours for each meeting, including preparation of agenda and meeting notes.

### Task 1.2 – Monthly Progress Reports

MKN will prepare and submit monthly progress reports with the monthly invoice summarizing work completed for the past month, a description of current key activities and

updated schedule for each task and subtask, status of project budget and schedule, indicating whether the project is on schedule and any schedule concerns or critical path items; and identifying any outstanding or critical upcoming issues. The monthly progress reports will also include:

- A list of tasks for the following month;
- A list of current activities and updated schedule;
- A list of problem areas, if any, and proposed corrective actions;
- A bar graph showing total contract budget, monthly invoiced amounts, cumulative amount invoiced, and project billings to the end of project, and;
- If applicable, a Recovery Plan/Schedule for any activities that fall more than 2 weeks behind schedule.

### Task 1.3 – Quality Assurance/Quality Control

MKN will perform quality control reviews of all deliverables prior to submitting to the District. A Senior Engineer or Principal Engineer who is not involved in the day-to-day design effort will perform an independent review of the project.

### Task 1.4 – Project Management

MKN's Project Manager will develop and maintain the project schedule, maintain correspondence and the project files, communicate with District staff, and direct project staff and subconsultants to ensure successful delivery of the Project. Our budget assumes 8 hours per month for general project management tasks.

### Task 1.5 – Decision Log

MKN will prepare and maintain a Decision Log that identifies action items and major decisions by the District and Project Team.

#### Deliverables:

- Meeting agenda and minutes
- Monthly progress reports (submitted with invoices)
- Decision log.

### **Task 1.6 – Technical Support for CEQA**

The District will retain a separate consultant to prepare necessary environmental documentation in compliance with the California Environmental Quality Act (CEQA). It is our understanding that the District has already filed a Categorical Exemption for the project. MKN will include an allowance to assist with any additional CEQA efforts. These efforts may include the following services:

- Attend coordination meetings
- Provide preliminary project layouts
- Respond to requests for technical information
- Review and comment on environmental documentation.

### **Task 1.7 – Permit Assistance**

During the preliminary design task MKN will contact both the County of San Luis Obispo and Caltrans to initiate discussions regarding the proposed project and to obtain preliminary requirements that will dictate the design. In particular, the requirement for the new sewer line to be cased throughout the intersection of Tefft Street will be discussed with Caltrans early in the preliminary design task as this item directly impacts the evaluation of alternative designs.

Following the completion of the Preliminary Design Report, MKN will complete and submit preliminary encroachment permit applications with the County of San Luis Obispo and Caltrans.

- MKN will request a draft encroachment permit from the County of San Luis Obispo with the goal of incorporating these requirements into the construction documents.
- Caltrans will issue a final encroachment permit to the District which will also be included into the construction documents.

The Contractor will be responsible for filing the final encroachment permit application with the County and obtaining a rider encroachment permit through Caltrans.

#### **Deliverables:**

- Meeting agenda and minutes

- Monthly progress reports (submitted with invoices)
- Decision log
- County of San Luis Obispo Encroachment Permit Application
- Caltrans Encroachment Permit Application

## **2** TASK GROUP 2 **Preliminary Engineering**

### **Task 2.1 – Survey/Right-of-Way**

MKN has retained the services of MBS Surveys to perform topographic mapping, conduct a utility survey, establish easement boundaries and right-of-way (ROW) lines along the trunk sewer alignment, and prepare a project base map. The base map will include:

- Topography and ROW along Frontage Road (North and South) and portions of Juniper Street, West Tefft Street, Hill Street, Grande Avenue, and Division Street.
- Rectified Aerial photography over the site
- Above-ground evidence of utilities, including storm drain, sewer, gas, electric, telephone, and cable TV

#### **Deliverables:**

- Topographic map (electronic file in both AutoCAD and PDF formats)

### **Task 2.2 – Geotechnical Investigation**

MKN will provide and coordinate the services of our geotechnical subconsultant, Yeh and Associates (Yeh), to perform detailed geotechnical investigations and evaluate subsurface conditions. We have budgeted for seven borings along the pipeline corridor to an average depth of 5 feet below existing pipe invert for pipe bursting analysis (average boring depth of 20 feet) and two borings to approximately 1.5 times the existing pipe invert depth for evaluation of the auger bore and jack under Tefft St. (boring depths of 25 feet) In addition, Yeh will log and sample existing sewer trench backfill materials for soil type and consistency (i.e.,

density and strength) during project potholing performed by the District in at least 3 locations along the existing pipeline alignment.

The field and laboratory data will be reviewed by a Registered Geotechnical Engineer and evaluated with respect to development of geotechnical criteria for the proposed project. The following items will be addressed:

- Geologic setting
- Soil and groundwater conditions encountered
- Construction considerations regarding anticipated excavation characteristics, shoring requirements, and groundwater
- Recommendations for design of pipeline, including pipe support and subexcavation, if needed, existing pavement thickness, corrosion, passive resistance, backfill friction and information and conclusions pertaining to trenchless technologies as input to the assessment by DCM (pipe bursting and auger bore and jack).

#### **Deliverables:**

- Draft Geotechnical Report (electronic copy in PDF format)
- *Final Geotechnical Report (electronic copy in PDF format)*

#### **Task 2.3 - Alternatives Assessment**

After receipt and review of data requested at the kickoff meeting, such as sewer videos for the existing Frontage Road Trunk Main, MKN will consider project alternatives that may provide a benefit to the District, such as reducing risk and/or cost. A brief alternatives assessment will be performed for up to four (4) project alternatives. The assessment will include planning-level hydraulic review, pipe sizing, feasibility, relative budgetary costs, and advantages and disadvantages. MKN will develop recommendations for the District's consideration. Results of the Alternatives Assessment will be provided in a Workshop for District staff to review and provide input.

#### **Deliverables:**

- *Workshop materials (PPT or PDF format)*

#### **Task 2.4 – Trenchless Construction Assessment**

MKN's subconsultant, DCM Consulting, will evaluate the overall feasibility and application of pipe bursting, jack and bore, and pilot tube guided boring given the project's individual upsizing requirements, geotechnical conditions (from Task 2.2), and site constraints (e.g. host pipe condition, existing utility conflicts and impacts, surface constraints, etc.). DCM will prepare a Trenchless Technical Memorandum which will summarize the review and evaluation of trenchless construction methods including pipe bursting, and auger bore-and-jack and pilot tube guided bore (for the W Tefft St intersection). The TM will include feasibility, required preliminary design calculations, recommended mitigation measures, and preliminary sizing considerations for jacking.

- DCM will consult, review, and provide comments on trenchless construction portions of the project through each stage of the design.

#### **Task 2.5 – Preliminary Design Report**

The Preliminary Design Report (PDR) will present the recommended construction method along the trunk main alignment. The PDR will recommend pipeline design features and other important considerations, such as construction sequencing and County of San Luis Obispo and Caltrans encroachment requirements. The PDR is anticipated to include the following components to provide the basis for the design:

- Trunk main alignment
- Pipe materials
- Evaluation of trenchless construction methods vs open cut
- Manhole replacement/rehabilitation
- Summary of Geotechnical Report
- Construction considerations including laydown areas, temporary construction easements, traffic control, work hours
- Bypass pumping

- Utility conflicts
- Encroachment permit requirements
- Existing sewer abandonment
- Opinion of probable construction cost
- Construction schedule
- List of anticipated Technical Specifications

#### **Deliverables:**

- Draft Preliminary Design Report (5 hard copies and electronic PDF copy)
- Final Preliminary Design Report (5 hard copies and electronic PDF copy)

#### **Task 2.6 - Monument Preservation Survey**

MBS will locate centerline of monuments or reference monuments at the street intersections that may be damaged during construction. The survey will allow reestablishment of damaged monuments and a record of survey map will be recorded with the County showing the state plane coordinates of the monuments found during the retracement.

#### **Task 2.7- Pothole Location Survey**

MBS will locate pothole locations that have been excavated by the District's Contractor and will incorporate the information into the base mapping for the project.

#### **Task 2.8- Easement Identification**

It is estimated that temporary construction easements will be required for the project particularly north of West Tefft Street within the shopping center. It is assumed that up to two (2) temporary construction easements will be required for the project. After developing necessary project plans for temporary easement areas, MKN will provide the District with plats and legal descriptions for the proposed easements. It is assumed the District will negotiate with the owner and obtain the easement without further input from MKN. However, MKN can assist with property negotiations as requested by the District for additional fee.

## **3**

### TASK GROUP 3

## **Final Design and Construction Documents**

### **Task 3.1 – Plans, Specifications and Opinion of Cost**

MKN will prepare construction plans and specifications utilizing three (3) distinct submittals (60%, 90% and Final), which are in addition to the PDR. It is assumed that the District will provide completed front-end documents to MKN for inclusion into the bid package. MKN will prepare technical specifications in CSI format. Plans will be prepared in AutoCAD. MKN will incorporate District review comments and constructability review comments by the District's Construction Management consultant into the subsequent submittal. An opinion of probable construction costs will be prepared to accompany each submittal. Final construction documents will be stamped and signed by a California Registered Engineer.

Bypass pumping creates the largest risk to the District. The project specifications will include detailed bypassing specifications for the District's review and acceptance. This portion of the project specifications will include:

- A clear definition of bypassing requirements, including pipe materials, equipment, and personnel
- Detailed sewer flow rates
- Requirement for stamped bypass plans by registered Civil Engineer

Detailed specifications for trenchless construction techniques will be developed for the project including pipe bursting and jack and bore. These specifications will be based on detailed site specific information gathered during the preliminary design phase to mitigate risk during construction and provide the contractor with accurate information and detailed requirements for bidding.

#### **Deliverables:**

- 60% Submittal consisting of the following (5 hard copies and electronic copy in PDF format)
  - Half-size (11" x 17") drawings
  - Recommended potholing locations, if

- necessary
- Technical specifications (Divisions 02 to 43)
- Revised opinion of probable construction cost
- 90% Submittal consisting of the following (5 hard copies and electronic copy in PDF format)
  - Half-size (11" x 17") drawings
  - Draft front-end documents (Division 00 provided by District)
  - Technical specifications (Divisions 02 to 43), including project commissioning documents
  - Revised opinion of probable construction cost
  - Final Full-size (22" x 34") drawings with final signatures
  - Completed front-end documents (Division 00 provided by District)
  - Final technical specifications (Divisions 02 to 43)
  - Final opinion of probable construction cost
  - Final Full-size (22" x 34") drawings on Mylar with final signatures
  - Final drawings in AutoCAD drawing format (AutoCAD 2018 or later, not including signatures)
  - Final technical specifications in Microsoft Word format (2019, .DOCX, not including signatures)
  - Final construction cost opinion in Microsoft Excel format (2019 .XLS)

### **Task 3.2 – Utility Potholing Coordination with District**

MKN will plot the horizontal and vertical location of existing utilities based on available record information and will identify critical utility crossing locations that may require potholing. It is our understanding that the District will provide potholing services and will provide two horizontal measurements from permanent surface features and a measurement from the surface to top (and bottom if applicable) the top of the utilities to incorporate into the construction documents. Close coordination with the District's pothole Contractor and Yeh will be required in order to obtain soil samples and record existing trench backfill conditions where potholing is performed over the existing sewer pipe.

This information is utilized in developing detailed project specifications for pipe bursting. The final number of potholes will be determined with input from the District following completion of the utility research.

## **4**

### TASK GROUP 4

## **Contractor Prequalification**

MKN will lead the Contractor Prequalification effort through preparation of a prequalification package, advertisement, response to requests for information, and evaluation of the contractor prequalification application submittals. The prequalification procedure will largely follow the latest California Department of Industrial Relations model, methodology and criteria for prequalification of contractors.

The prequalification materials will include the following sections tailored to the District's project:

- Notice inviting prequalification
- Instructions for completion of prequalification packages
- Declarations
- Prequalification questionnaire
- Preliminary project description

It is assumed the prequalification advertisement will be released through ASAP Reprographics, contracted separately with the District. MKN will reach out to qualified contractors to assist in advertising the project, develop scoring materials and coordinate with the District to evaluate contractor prequalification packages. MKN will lead the effort of reviewing and documenting the information received and will provide District staff with summary tables to frame discussions, final evaluations, and scoring. MKN will provide the District with a recommended shortlist of Prequalified Contractors.

## **5**

### TASK GROUP 5

## **Bid Phase Support**

MKN will provide bid phase support to assist the District with preparation for bid, questions during bid

advertisement, and bid review. This scope of work assumes the District will provide bid distribution, maintain the bidders list, and distribute of addenda, as needed. MKN will perform the following:

- Provide electronic plans and specifications for electronic distribution (by ASAP or similar). It is assumed District will contract with ASAP for distribution of plans & specifications and to manage the bidders' list. MKN will coordinate ASAP's activities and receive weekly updates on the list of plan holders to provide to the District
- Attend pre-bid meeting
- Respond to inquiries from bidders (this budget assumes up to two (2) RFIs total)
- Prepare up to one (1) addendum, if required
- Attend bid opening and assist the District in bid review
- Provide recommendations on successful bidder award
- Assist District in resolving bid protests (if necessary – budget to be determined at that time)

## Assumptions

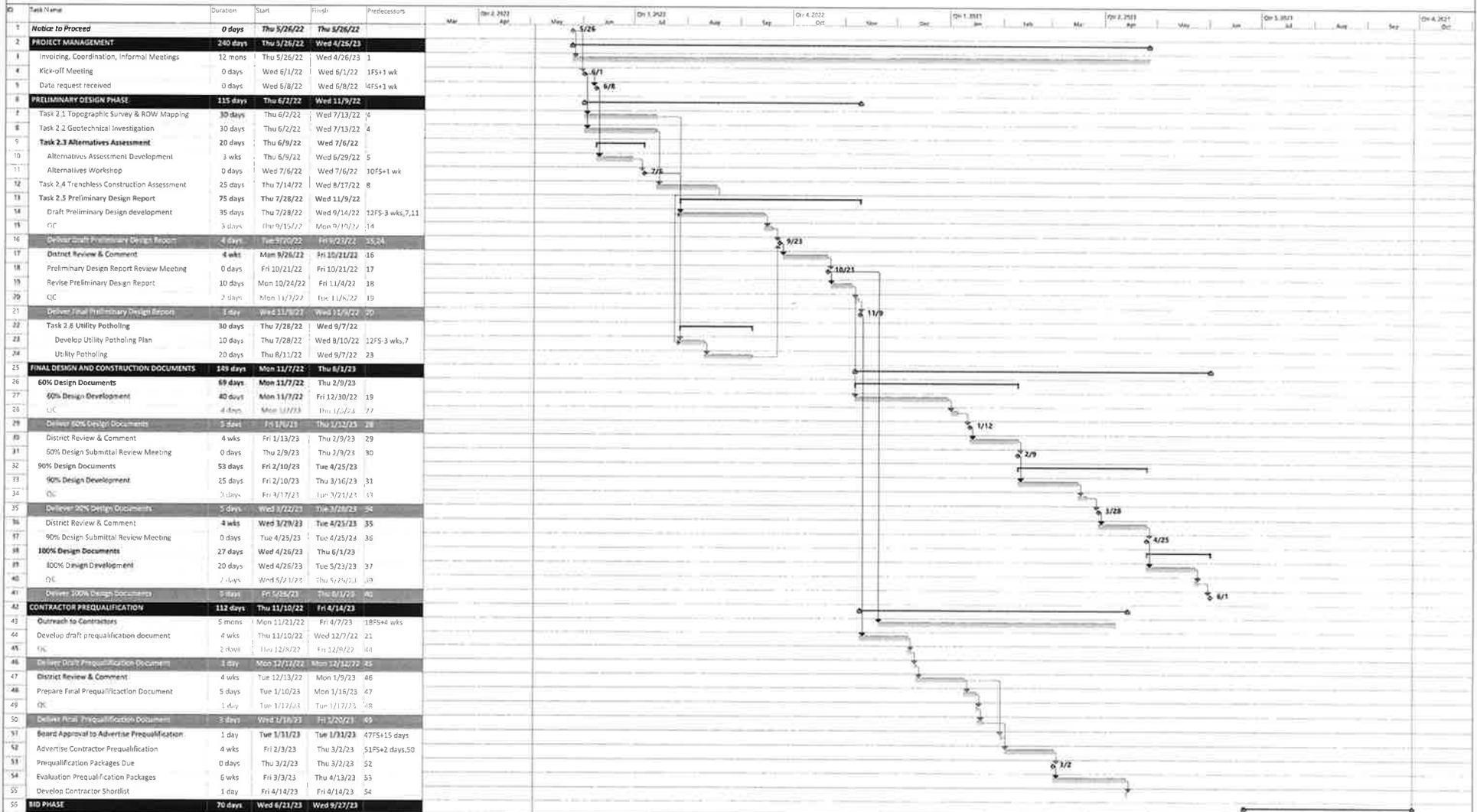
- Upfront contract documents will be prepared and provided by the District
- District review comments and constructability comments provided by the Construction Management consultant will be consolidated and provided at the same time
- Permit fees will be paid by the District
- Environmental CEQA documentation will be performed by others
- Easement acquisition will be performed by others
- Construction Management services and other services besides those explicitly stated in the scope of work, are not included
- MKN shall be entitled to rely reasonably upon the accuracy of data and information provided by or

through the District and will use good professional judgment in reviewing and evaluating such information. If MKN identifies any error or inaccuracy in data or information provided by or through the District, or determines that additional data or information is needed to perform the services, MKN shall promptly notify the District.

## Timeline

The Final Design will be completed by June 2023 per the attached schedule.

**NIPOMO COMMUNITY SERVICES DISTRICT  
FRONTAGE ROAD TRUNK SEWER REPLACEMENT PROJECT**



Project: NCSO Frontage Rd Tru  
Date: Wed 5/4/22

Task: Summary, Milestone, Manual Task  
 Duration-only, Manual Summary, Manual Task  
 Start-only, Fixed-only, External Task  
 External Milestone, Critical Milestone, Manual Progress

Page 1

Nipomo Community Services District																
Frontage Road Trunk Sewer Replacement Project																
	Project Director	Principal Engineer	Senior Project Engineer	GIS Specialist	Assistant Engineer II	Supervising Drafter	Administrative Assistant	Total Hours (MKN)	Labor (MKN)	ODCs (MKN)	IRI Engineers (IRI)	MBS Land Surveys (MBS)	DCI Inc (DCI)	Yeh and Associates (YEH)	Non-Labor Costs	Total Fee
Hourly Rates	235	205	195	139	145	150	85									
<b>Task Group 1: Project Management</b>																
Task 1.1 Meetings (1/month for 12 months)		24			12			36	\$6,660	\$ 200	\$ -	\$ -	\$ -	\$ -	\$200	\$ 6,860
Task 1.2 Monthly Progress Reports (12 months)		6				6		12	\$1,740	\$ 52	\$ -	\$ -	\$ -	\$ -	\$52	\$ 1,792
Task 1.3 Quality Assurance/Quality Control		16						16	\$3,280	\$ 98	\$ -	\$ -	\$ -	\$ -	\$98	\$ 3,378
Task 1.4 Project Management		48						48	\$9,840	\$ 295	\$ -	\$ -	\$ -	\$ -	\$295	\$ 10,135
Task 1.5 Decision Log (Design phase, 12 months)		5			5			10	\$1,750	\$ 53	\$ -	\$ -	\$ -	\$ -	\$53	\$ 1,803
Task 1.6 Technical Support for CEQA (Allowance)		8	6		15			29	\$4,985	\$ 150	\$ -	\$ -	\$ -	\$ -	\$150	\$ 5,135
Task 1.7 Permit Assistance								0	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	\$ -
SLO Co Encroachment		10			16			26	\$4,370	\$ 131	\$ -	\$ -	\$ -	\$ -	\$131	\$ 4,501
Caltrans Encroachment		10			16			26	\$4,370	\$ 131	\$ -	\$ -	\$ -	\$ -	\$131	\$ 4,501
<b>Subtotal</b>	<b>0</b>	<b>127</b>	<b>6</b>	<b>0</b>	<b>64</b>	<b>0</b>	<b>6</b>	<b>203</b>	<b>\$ 36,995</b>	<b>\$ 1,110</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,110</b>	<b>\$ 38,105</b>
<b>Task Group 2: Preliminary Engineering</b>																
Task 2.1 Topographic Survey		4				4		8	\$1,420	\$ 93	\$ -	\$ 28,820	\$ -	\$ -	\$28,913	\$ 30,333
Task 2.2 Geotechnical Investigation		4			4			8	\$1,400	\$ 42	\$ -	\$ -	\$ -	\$ 44,388	\$44,430	\$ 45,830
Task 2.3 Alternatives Assessment and Workshop		8	2	6	16	4		36	\$5,784	\$ 174	\$ -	\$ -	\$ -	\$ -	\$174	\$ 5,958
Task 2.4 Trenchless Construction Assessment		4			4			8	\$1,400	\$ 42	\$ -	\$ -	\$ 20,240	\$ -	\$20,282	\$ 21,682
Task 2.5 Preliminary Design Report								0	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	\$0	\$ -
Draft PDR	4	30	8		36	8	2	88	\$15,240	\$ 457	\$ -	\$ -	\$ -	\$ -	\$457	\$ 15,697
Final PDR		12	4		16	4	2	38	\$6,330	\$ 190	\$ -	\$ -	\$ -	\$ -	\$190	\$ 6,520
Task 2.6 Monument Preservation Survey		1						1	\$205	\$ 6	\$ -	\$ 6,160	\$ -	\$ -	\$6,166	\$ 6,371
Task 2.7 Allowance for Potholing Survey (up to 2 days)		1				4		5	\$805	\$ 24	\$ -	\$ 7,700	\$ -	\$ -	\$7,724	\$ 8,529
Task 2.8 Easement Identification		1			2	4		7	\$1,095	\$ 33	\$ -	\$ 2,640	\$ -	\$ -	\$2,673	\$ 3,768
<b>Subtotal</b>	<b>4</b>	<b>65</b>	<b>14</b>	<b>6</b>	<b>78</b>	<b>28</b>	<b>4</b>	<b>199</b>	<b>\$ 33,679</b>	<b>\$ 1,060</b>	<b>\$ -</b>	<b>\$ 45,320</b>	<b>\$ 20,240</b>	<b>\$ 44,388</b>	<b>\$ 111,009</b>	<b>\$ 144,688</b>
<b>Task Group 3: Final Design and Construction Documents</b>																
<b>Task 3.1 Construction Documents</b>																
60% plans, specifications and cost opinion	8	52	36		80	90	4	270	\$45,000	\$ 1,750	\$ -	\$ -	\$ 6,072	\$ 1,331	\$9,153	\$ 54,153
90% plans, specifications and cost opinion	2	40	32		45	70	2	191	\$32,105	\$ 1,363	\$ -	\$ -	\$ -	\$ -	\$1,363	\$ 33,468
Final plans, specifications and cost opinion	2	28	18		30	30	2	110	\$18,740	\$ 1,362	\$ -	\$ -	\$ -	\$ -	\$1,362	\$ 20,102
<b>Subtotal</b>	<b>12</b>	<b>120</b>	<b>86</b>	<b>0</b>	<b>155</b>	<b>190</b>	<b>8</b>	<b>571</b>	<b>\$ 95,845</b>	<b>\$ 4,475</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,072</b>	<b>\$ 1,331</b>	<b>\$ 11,878</b>	<b>\$ 107,723</b>
<b>Task Group 4: Contractor Prequalification</b>																
Task 4.1 Contractor Outreach		8						8	\$1,640	\$ 49	\$ -	\$ -	\$ -	\$ -	\$49	\$ 1,689
Task 4.2 Draft Prequalification Package		8			24	2	2	36	\$5,590	\$ 168	\$ -	\$ -	\$ -	\$ -	\$168	\$ 5,758
Task 4.3 Final Prequalification Package		4			8		1	13	\$2,065	\$ 62	\$ -	\$ -	\$ -	\$ -	\$62	\$ 2,127
Task 4.4 Response to RFIs		4			8			12	\$1,980	\$ 59	\$ -	\$ -	\$ -	\$ -	\$59	\$ 2,039
Task 4.5 Evaluation of Prequalification Packages		16			28			44	\$7,340	\$ 220	\$ -	\$ -	\$ -	\$ -	\$220	\$ 7,560
<b>Subtotal</b>	<b>0</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>68</b>	<b>2</b>	<b>3</b>	<b>113</b>	<b>\$ 18,615</b>	<b>\$ 558</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 558</b>	<b>\$ 19,173</b>
<b>DESIGN PHASE SUBTOTAL</b>	<b>16</b>	<b>352</b>	<b>106</b>	<b>6</b>	<b>365</b>	<b>220</b>	<b>21</b>	<b>1086</b>	<b>\$185,134</b>	<b>\$ 7,204</b>	<b>\$ -</b>	<b>\$ 45,320</b>	<b>\$ 26,312</b>	<b>\$ 45,719</b>	<b>\$ 124,555</b>	<b>\$ 309,689</b>
<b>Task Group 5: Bid Phase Support</b>																
Task 5.1 Pre-bid meeting		2			2			4	\$700	\$ 21	\$ -	\$ -	\$ -	\$ -	\$21	\$ 721
Task 5.2 Response to RFIs (up to 2)		6			4			10	\$1,810	\$ 54	\$ -	\$ -	\$ 1,804	\$ -	\$1,858	\$ 3,668
Task 5.3 Addendum (1)		10			12	4	2	28	\$4,560	\$ 237	\$ -	\$ -	\$ -	\$ -	\$237	\$ 4,797
Task 5.4 Assist in Bid Review		4			6			10	\$1,690	\$ 51	\$ -	\$ -	\$ -	\$ -	\$51	\$ 1,741
<b>Subtotal</b>	<b>0</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>4</b>	<b>2</b>	<b>52</b>	<b>\$ 8,760</b>	<b>\$ 363</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,804</b>	<b>\$ -</b>	<b>\$ 2,167</b>	<b>\$ 10,927</b>
<b>TOTAL BUDGET</b>	<b>16</b>	<b>374</b>	<b>106</b>	<b>6</b>	<b>389</b>	<b>224</b>	<b>23</b>	<b>1138</b>	<b>\$193,894</b>	<b>\$ 7,567</b>	<b>\$ -</b>	<b>\$ 45,320</b>	<b>\$ 28,116</b>	<b>\$ 45,719</b>	<b>\$ 126,722</b>	<b>\$ 320,616</b>

TO: BOARD OF DIRECTORS  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER  
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF ENGINEERING  
AND OPERATIONS  
DATE: MAY 5, 2022



**AGENDA ITEM  
D-5  
MAY 11, 2022**

**CONSIDER REQUEST FOR WATER, SEWER AND  
SOLID WASTE SERVICE (INTENT-TO-SERVE LETTER) FOR  
MULTIFAMILY RESIDENTIAL DEVELOPMENT LOCATED  
AT 139 E DANA STREET**

**ITEM**

Consider request for water, sewer, and solid waste service (Intent-to-Serve Letter) for a 6-unit multifamily residential development located on 139 East Dana Street, APN 090-386-028 [RECOMMEND CONSIDER INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS].

**BACKGROUND**

The District received an application for water, sewer and solid waste service for a project located at 139 East Dana Street (APN 090-386-028) on October 4, 2021. The application was deemed complete in April 2022. The applicant, Mohammed Alkadhi, is requesting water, sewer and solid waste service for a 6-unit multifamily residential development.

The project will consist of 6 multifamily dwelling units on a single parcel. The existing 11,200 SF parcel is zoned Residential Multi-Family and the District does not currently provide water, sewer or solid waste service for the parcel.

All parcels, existing and planned, will be required to obtain water, sewer and solid waste service in compliance with current District standards. Any existing well(s) on the property will not be utilized to provide domestic water service to any part of the project.

In accordance with the District's Supplemental Water Accounting Policy, Resolution 2015-1372, water demand for the project will be tracked against the 500 AFY supplemental water project capacity reservation for new development. Based on the preliminary information provided, total water demand for the project is estimated at 1.06 acre-feet per year (AFY). Sufficient supplemental water for the project is available.

Sufficient wastewater treatment capacity for the project is available in the District's Southland WWTF.

**FISCAL IMPACT**

Water and sewer capacity fees will be based on the domestic, fire and irrigation meter sizes requested for the final County approved project, as well as CAL FIRE's fire service requirements. Based on the information provided, the following services are proposed:

- Domestic: 1 @ 1-inch
- Irrigation: 1@ 1-inch
- Fire: 1 @ 1.5-inch
- Sewer: 1 service

The estimated fee deposit for the project is \$42,027 based on the current FY 21-22 District fee schedule. Fees for Connection shall be calculated and owing as of the date the District accepts the public water and sewer improvements for the project and sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.

**RECOMMENDATION**

Staff recommends that the Board approve the Applicant's request for an Intent-to-Serve letter for the project with the following conditions:

**PROJECT-SPECIFIC CONDITIONS**

- Parcel shall be served by a single 1-inch meter and appropriate backflow assembly for indoor water use. Water capacity charges are applicable.
- A separate 1-inch irrigation meter and appropriate backflow assembly shall be provided for outdoor irrigation use. Water capacity charges are applicable.
- A separate 1.5-inch fire sprinkler service including appropriate backflow device, as required and approved by CAL FIRE of SLO County, shall be provided for fire sprinkler service. Fire capacity charges are applicable.

**STANDARD CONDITIONS**

- Project shall obtain water, sewer and solid waste service for all parcels.
- CAL FIRE of SLO County must approve the development plans prior to District approval. Fire capacity charges are applicable if dedicated fire service laterals are required.
- Record a restriction, subject to District approval, on the property prohibiting the use of well(s) to provide water service to any parcel within the Project.
- Properly abandon any existing groundwater wells and provide documentation to District.
- Record a restriction, subject to District approval, on all parcels prohibiting use of self-regenerating water softeners.
- Comply with District water conservation program.
- Pay all appropriate District fees associated with this development.
- Applicant shall provide the District with a copy of County application approval and County project conditions of approval.
- Enter into a Plan Check and Inspection Agreement and provide a deposit.
- Submit improvement plans in accordance with the District Standards and Specifications for review and approval. Applicant shall provide plans consistent with current District Standards and based on the proposed lot configuration.
- Any easements required for water and sewer improvements that will be dedicated to the District shall be offered to the District prior to final improvement plan approval.

- Any easements required for private water and sewer laterals shall be recorded prior to final improvement plan approval and shall be subject to District approval.
- All water and sewer improvements to be dedicated to the District shall be bonded for or otherwise secured in the District's name prior to issuance of Will Serve letter.
- A Will-Serve letter for the Project will be issued after improvement plans are approved and signed by the District.
- Applicant shall make a non-refundable deposit ("Deposit") at the time the District issues a Will Serve Letter in an amount equal to the then calculated Fees for Connection.
- Fees for Connection shall be calculated and owing as of the date the District sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.
- Construct the improvements required and submit the following:
  - Reproducible "As Built" - A mylar copy and digital format disk (PDF) which includes engineer, developer, tract number and water and sewer improvements
  - Offer of Dedication
  - Engineer's Certification
  - Summary of all water and sewer improvement costs
- Solid waste collection services are mandatory. Applicant shall provide proof that the Project is provided with solid waste removal services in accordance with District regulations.
- The District will set water meter(s) upon proof of a building permit from the County of San Luis Obispo, the District's acceptance of improvements to be dedicated to the District, if applicable, and the final payment of all charges and fees owed to the District.
- This letter is void if land use is other than multifamily residential use as defined by the District.
- Intent-to-Serve letters shall automatically terminate three (3) years from date of issuance. However, Applicant shall be entitled to a one-year extension upon the following conditions:
  - Applicant makes written application for the extension prior to the expiration of the Intent-to-Serve Letter.
  - Applicant provides proof of reasonable due diligence in processing the Project.
  - Applicant agrees to revisions of the conditions contained in the Intent-to-Serve letter consistent with then existing District policies.
- This Intent-to-Serve letter shall be subject to the current and future rules, agreements, regulations, fees, resolutions and ordinances of the District.
- This Intent-to-Serve letter may be revoked, or amended, as a result of conditions imposed upon the District by a court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors.
- District service is conditioned on the applicant complying with all terms, conditions, rules, and regulations of other agencies that have jurisdiction over the project.
- This Intent-to-Serve letter shall not be interpreted as the District's Board of Directors endorsement of the project.
- The District reserves the right to revoke this Intent-to-Serve letter at any time.
- The Applicant shall provide a signed copy of the Intent-to-Serve letter within thirty (30) days of issuance.

### **ATTACHMENTS**

- A. Application
- B. Site Plan

MAY 11, 2022

ITEM D-5

ATTACHMENT A



# NIPOMO COMMUNITY SERVICES DISTRICT

148 SOUTH WILSON STREET  
POST OFFICE BOX 326 NIPOMO, CA 93444 - 0326  
(805) 929-1133 FAX (805) 929-1932  
Website: ncsd.ca.gov

Office use only:  
Date and Time  
Complete  
Application and  
fees received:  
**RECEIVED**

OCT - 4 2021  
NIPOMO COMMUNITY  
SERVICES DISTRICT

## INTENT-TO-SERVE APPLICATION

1. This is an application for:  Sewer and Water Service  Water Service Only
2. SLO County Planning Department/Tract or Development No.: Nipomo
3. Project location: East Dane
4. Assessor's Parcel Number (APN) of parcel(s) to be served: 090-386-028
5. Owner Name: Mohammed Alkadhi
6. Mailing Address: 516 Poplar, Santa Maria CA
7. Email: mohammedalkadhi@gmail.com
8. Phone: 510-677-2670 FAX: \_\_\_\_\_
9. Agent's Information (Architect or Engineer):  
Name: Cesar Sierra  
Address: 729 E. Mill, Santa Maria, Ca  
Email: Csierra2779@gmail.com  
Phone: 805-345-7696 FAX: \_\_\_\_\_
10. Type of Project: (check box) (see Page 3 for definitions)

<input type="checkbox"/> Single-family dwelling units	<input checked="" type="checkbox"/> Multi-family dwelling units
<input type="checkbox"/> Commercial	<input type="checkbox"/> Mixed Use (Commercial and Residential)

11. Does this project require a sub-division?  Yes  No  
If yes, number of new lots created \_\_\_\_\_

12. Site Plan:

**For all projects**, submit three (3) standard size (24" x 36") and one reduced copy (8½" x 11") of site plans.

Show parcel layout, water and sewer laterals, and general off-site improvements, as applicable. **Note that the District only provides one domestic meter per parcel.**

13. Board Approval:

Board approval is required for the following type of projects:

- more than four dwelling units
- property requiring sub-divisions
- higher than currently permitted housing density
- commercial developments

14. RESIDENTIAL SERVICE

Single Family Residential (SFR)

Number of Parcel's created		Proposed number of SFR	
----------------------------	--	------------------------	--

Multi-Family Residential (MFR)

Number of Parcel's created		Proposed number of MFR	
Number of Domestic Meter(s)		Estimated Meter Size(s)	
Number of Landscape Meter(s)		Estimated Meter Size(s)	
Number of Fire System(s)		Estimated Meter Size(s)	

15. COMMERCIAL AND/OR MIXED USE SERVICE DEMAND ESTIMATES:

Commercial and Mixed Use *APN 090-386-028*  
*NEW (1) UNIT APT. Building + (2) NEW ADU'S*

Number of Parcel's created	<i>0</i>	Proposed number of residential dwellings	<i>6</i>
Number of Domestic Meter(s)	<i>1</i>	Estimated Meter Size(s)	<i>1"</i>
Number of Landscape Meter(s)	<i>1</i>	Estimated Meter Size(s)	<i>1"</i>
Number of Fire System(s)	<i>1</i>	Estimated Meter Size(s)	<i>1 1/2"</i>

16. Provide an estimate of yearly water (AFY) and sewer (gallons) demand for the project prepared by a licensed Engineer/Architect. *2.7 AFY, Sewer 697,000 Gallons per year.*

Agreement:

The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgments or liabilities resulting from the negligence or willful misconduct of the District.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782

Application Processing Fee.....See Attached Fee Schedule on Page 3

The District will only accept cashier's check or bank wire for the payment of Water Capacity, Sewer Capacity and other related development fees.

Date *Jan 29, 2022* Signed

*[Signature]*  
(Must be signed by owner or owner's agent)

Print Name *Robert Adames, PE*  
*C69141*

**DEFINITIONS**

(Please note – these definitions do NOT reconcile with standard SLO County Planning Department definitions)

**Single-family dwelling unit** – means a building designed for or used to house not more than one family.

**Accessory (Secondary) dwelling units** – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

**Multi-family dwelling unit** – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

**Two-family dwelling units (duplex)** – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

**Commercial** – all non-residential and mixed-use projects.

**APPLICATION FEES AND CHARGES**  
**EFFECTIVE July 1, 2020**

PROJECT SIZE/TYPE	TOTAL AMOUNT DUE AT TIME OF APPLICATION**
Residential <4 units	\$1,252.42
Residential 4-20 units	\$1,720.31
Residential > 20 units	\$2,025.46
Commercial <1 acre	\$1,720.31
Commercial 1-3 acres	\$2,025.46
Commercial > 3 acres	\$2,798.47
Mixed Use with less than 4 Dwelling Units	\$2,025.46
Mixed Use with four or more Dwelling Units	\$2,798.47
*Outside Consulting and Legal fees will be billed to the Applicant at direct rate.	

\*\*Commencing on July 1, 2008 and each year thereafter the Application Fees shall be adjusted by a Consumer Price Index formula.

MAY 11, 2022

ITEM D-5

ATTACHMENT B



TO: BOARD OF DIRECTORS  
REVIEWED: MARIO IGLESIAS  
GENERAL MANAGER   
FROM: PETER V. SEVCIK, P.E.  
DIRECTOR OF ENGINEERING  
AND OPERATIONS  
DATE: MAY 5, 2022



**CONSIDER REQUEST FOR SEWER SERVICE  
(INTENT-TO-SERVE LETTER) FOR  
NIPOMO ELEMENTARY SCHOOL  
LOCATED AT 190 E. PRICE STREET**

**ITEM**

Consider request for sewer service (Intent-to-Serve Letter) for Nipomo Elementary School, APN 090-081-077, located at 190 E. Price in Nipomo [RECOMMEND CONSIDER INTENT-TO-SERVE LETTER AND APPROVE WITH CONDITIONS].

**BACKGROUND**

The District received an application for sewer service for Nipomo Elementary School located at 190 E. Price Street (APN 090-081-077) on April 15, 2022. The applicant, Lucia Mar Unified School District, is requesting to upsize the sewer service lateral that serves Nipomo Elementary School. No change to the existing water service is proposed.

The project will consist of upsizing the existing 4" sewer lateral to a 6" in order to address a hydraulic bottleneck on the school's side. The existing 7.4-acre parcel is zoned Public Facility and the District currently provides water, sewer, and solid waste service for the parcel.

The school is within the District's Town Division sewer service area. The sewer connection point will remain on East Price Street on the north side of the school site and a new manhole will be required.

The applicant will be required to provide the District with current sewer flow demands in accordance with current District standards. Sewer collection system impacts and Southland WWTF impacts will be evaluated as part of the plan review process.

**FISCAL IMPACT**

No Fees for Connection are due since the pipe size upgrade is to address a substandard condition on the school side and the District bills commercial sewer customers based on water meter size. The applicant will be required to enter into a Plan Check and Inspection Agreement and cover all District administrative, engineering and legal costs incurred to process the project.

## **RECOMMENDATION**

Staff recommends that the Board approve the Applicant's request for an Intent-to-Serve letter for the project with the following conditions:

### **PROJECT-SPECIFIC CONDITIONS**

- Applicant to submit sewer flow calculations to show 6" lateral is appropriately sized lateral.
- Applicant shall upsize existing 4" sewer lateral to a 6" sewer lateral and install a manhole at the connection point to the District's sewer main.
- The District retains the right to increase sewer fees in the event of a change in use of the property.
- Owner's use of the Property that increases or has the potential to increase sewer discharges or sewer strength from those uses identified in the project application or approved plans are prohibited unless specifically authorized in writing by District. Sewer strength for this project is classified as non-residential, low strength. Applicant shall provide the District, for District's approval, a recordable document referencing the prohibited use restrictions. Prohibited uses include, but are not limited to, the following:
  - Swimming pools
  - Photographic film processing
  - Self-regenerating water softeners
  - Laundry facilities
  - Food preparation

### **STANDARD CONDITIONS**

- Applicant shall provide the District with a copy of County application approval and County project conditions of approval.
- Enter into a Plan Check and Inspection Agreement and provide a deposit.
- Submit improvement plans in accordance with the District Standards and Specifications for review and approval. Applicant shall provide plans consistent with current District Standards.
- Any easements required for sewer improvements that will be dedicated to the District shall be offered to the District prior to final improvement plan approval.
- Any easements required for private sewer laterals shall be recorded prior to final improvement plan approval and shall be subject to District approval.
- All sewer improvements to be dedicated to the District shall be bonded for or otherwise secured in the District's name prior to issuance of Will Serve letter.
- A Will-Serve letter for the Project will be issued after improvement plans are approved and signed by the District.
- Applicant shall make a non-refundable deposit ("Deposit") at the time the District issues a Will Serve Letter in an amount equal to the then calculated Fees for Connection.
- Fees for Connection shall be calculated and owing as of the date the District sets the water meter(s) to serve the affected property from which the amount of the Deposit shall be deducted.
- Construct the improvements required and submit the following:
  - Reproducible "As Builts" - A mylar copy and digital format disk (PDF) which includes engineer, developer, tract number and sewer improvements
  - Offer of Dedication
  - Engineer's Certification
  - Summary of all sewer improvement costs

- The District will begin sewer service upon the District's acceptance of improvements to be dedicated to the District, if applicable, and the final payment of all charges and fees owed to the District.
- This letter is void if land use is other than commercial as defined by the District.
- Intent-to-Serve letters shall automatically terminate three (3) years from date of issuance. However, Applicant shall be entitled to a one-year extension upon the following conditions:
  - Applicant makes written application for the extension prior to the expiration of the Intent-to-Serve Letter.
  - Applicant provides proof of reasonable due diligence in processing the Project.
  - Applicant agrees to revisions of the conditions contained in the Intent-to-Serve letter consistent with then existing District policies.
- This Intent-to-Serve letter shall be subject to the current and future rules, agreements, regulations, fees, resolutions and ordinances of the District.
- This Intent-to-Serve letter may be revoked, or amended, as a result of conditions imposed upon the District by a court or availability of resources, or by a change in ordinance, resolution, rules, fees or regulations adopted by the Board of Directors.
- District service is conditioned on the applicant complying with all terms, conditions, rules, and regulations of other agencies that have jurisdiction over the project.
- This Intent-to-Serve letter shall not be interpreted as the District's Board of Directors endorsement of the project.
- The District reserves the right to revoke this Intent-to-Serve letter at any time.
- The Applicant shall provide a signed copy of the Intent-to-Serve letter within thirty (30) days of issuance.

**ATTACHMENTS**

- A. Application
- B. Site Plan

MAY 11, 2022

ITEM D-6

ATTACHMENT A



**DEFINITIONS**

(Please note – these definitions do NOT reconcile with standard SLO County Planning Department definitions)

**Single-family dwelling unit** – means a building designed for or used to house not more than one family.

**Accessory (Secondary) dwelling units** – means an attached or detached secondary residential dwelling unit on the same parcel as an existing single-family (primary) dwelling. A secondary unit provides for complete independent living facilities for one or more persons.

**Multi-family dwelling unit** – means a building or portion thereof designed and used as a residence for three or more families living independently of each other under a common roof, including apartment houses, apartment hotels and flats, but not including automobile courts, or boardinghouses.

**Two-family dwelling units (duplex)** – means a building with a common roof containing not more than two kitchens, designed and/or used to house not more than two families living independently of each other.

**Commercial** – all non-residential and mixed-use projects.

**APPLICATION FEES AND CHARGES  
EFFECTIVE July 1, 2021**

PROJECT SIZE/TYPE	TOTAL AMOUNT DUE AT TIME OF APPLICATION**
Residential <4 units	\$1,298.85
Residential 4-20 units	\$1,784.09
Residential > 20 units	\$2,100.55
Commercial <1 acre	\$1,784.09
Commercial 1-3 acres	\$2,100.55
Commercial > 3 acres	\$2,902.22
Mixed Use with less than 4 Dwelling Units	\$2,100.55
Mixed Use with four or more Dwelling Units	\$2,902.22
*Outside Consulting and Legal fees will be billed to the Applicant at direct rate.	

\*\*Commencing on July 1, 2008 and each year thereafter the Application Fees shall be adjusted by a Consumer Price Index formula.

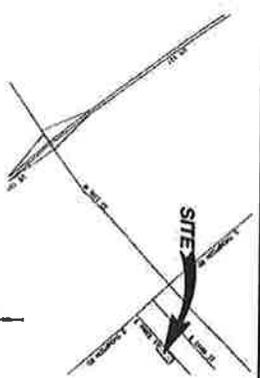
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MAY 11, 2022

ITEM D-6

ATTACHMENT B

# SEWER IMPROVEMENT PLANS FOR NIPOMO ELEMENTARY NIPOMO, SAN LUIS OBISPO COUNTY, CALIFORNIA



VICINITY MAP

**PROJECT CONTACTS:**

OWNER: NIPOMO UNION SCHOOL DISTRICT  
 PROJECT MANAGER: [Name]  
 ADDRESS: [Address]  
 PHONE: [Phone]  
 FAX: [Fax]  
 E-MAIL: [Email]

**PROJECT BENCHMARK:**

THE BENCHMARK IS A 1.00' x 1.00' x 0.125' CONCRETE BENCHMARK SET IN A 4" DIA. GALVANIZED IRON PIPE. THE BENCHMARK IS SET AT THE CORNER OF [Street] AND [Street]. THE BENCHMARK IS SET AT AN ELEVATION OF [Elevation] FEET ABOVE MEAN SEA LEVEL.

**LOCAL BENCHMARK:**

THE LOCAL BENCHMARK IS A 1.00' x 1.00' x 0.125' CONCRETE BENCHMARK SET IN A 4" DIA. GALVANIZED IRON PIPE. THE LOCAL BENCHMARK IS SET AT THE CORNER OF [Street] AND [Street]. THE LOCAL BENCHMARK IS SET AT AN ELEVATION OF [Elevation] FEET ABOVE MEAN SEA LEVEL.

**BASIS OF BEARINGS:**

ALL BEARINGS ARE GIVEN AS TRUE BEARINGS. THE TRUE BEARING OF THE BENCHMARK IS 111° 00' 00" N 77° 00' 00" W. THE TRUE BEARING OF THE LOCAL BENCHMARK IS 111° 00' 00" N 77° 00' 00" W.

**SCOPE OF WORK:**

THE SCOPE OF WORK IS TO PROVIDE SEWER IMPROVEMENTS TO THE NIPOMO ELEMENTARY SCHOOL. THE WORK SHALL INCLUDE THE DESIGN AND CONSTRUCTION OF THE SEWER MAINS, MANHOLES, AND RISES. THE WORK SHALL ALSO INCLUDE THE INSTALLATION OF THE SEWER MAINS AND MANHOLES AT THE SCHOOL SITE.

**SITE INFORMATION:**

THE SITE IS LOCATED AT THE CORNER OF [Street] AND [Street]. THE SITE AREA IS [Area] SQUARE FEET. THE SITE IS ZONED [Zoning]. THE SITE IS OWNED BY [Owner].

**UTILITIES:**

THE UTILITIES SHOWN ON THIS PLAN ARE BASED ON THE RECORD DRAWINGS AND FIELD SURVEY. THE UTILITIES SHOWN ARE WATER, GAS, AND SEWER. THE UTILITIES SHOWN ARE NOT TO BE CONSIDERED AS A GUARANTEE OF THE LOCATION OR DEPTH OF THE UTILITIES.

**UNDERGROUND UTILITY STATEMENT:**

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMEDIATION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OF ALL UTILITIES.

**SITE PLAN MAP**

**DRAWING INDEX**

NO.	DESCRIPTION	DATE
1	SEWER IMPROVEMENT PLANS	11/15/11
2	WATER MAINS	11/15/11
3	GAS MAINS	11/15/11
4	UTILITY LOCATIONS	11/15/11

**DECLARATION OF RESPONSIBLE CHARGE**

I, the undersigned, being duly qualified in the State of California, do hereby certify that I am the author of the above described plans and specifications, and that I am a duly licensed Professional Engineer in the State of California. I am the responsible charge of the design and construction of the above described project.



**LEGEND**

[Symbol]	PROPOSED SEWER MAIN
[Symbol]	EXISTING SEWER MAIN
[Symbol]	PROPOSED WATER MAIN
[Symbol]	EXISTING WATER MAIN
[Symbol]	PROPOSED GAS MAIN
[Symbol]	EXISTING GAS MAIN
[Symbol]	PROPOSED UTILITY LOCATIONS
[Symbol]	EXISTING UTILITY LOCATIONS
[Symbol]	PROPOSED MANHOLES
[Symbol]	EXISTING MANHOLES
[Symbol]	PROPOSED RISES
[Symbol]	EXISTING RISES
[Symbol]	PROPOSED SEWER CONNECTIONS
[Symbol]	EXISTING SEWER CONNECTIONS
[Symbol]	PROPOSED WATER CONNECTIONS
[Symbol]	EXISTING WATER CONNECTIONS
[Symbol]	PROPOSED GAS CONNECTIONS
[Symbol]	EXISTING GAS CONNECTIONS
[Symbol]	PROPOSED UTILITY CROSSINGS
[Symbol]	EXISTING UTILITY CROSSINGS
[Symbol]	PROPOSED UTILITY TRENCHES
[Symbol]	EXISTING UTILITY TRENCHES
[Symbol]	PROPOSED UTILITY VALVES
[Symbol]	EXISTING UTILITY VALVES
[Symbol]	PROPOSED UTILITY MANHOLES
[Symbol]	EXISTING UTILITY MANHOLES
[Symbol]	PROPOSED UTILITY RISES
[Symbol]	EXISTING UTILITY RISES
[Symbol]	PROPOSED UTILITY CONNECTIONS
[Symbol]	EXISTING UTILITY CONNECTIONS

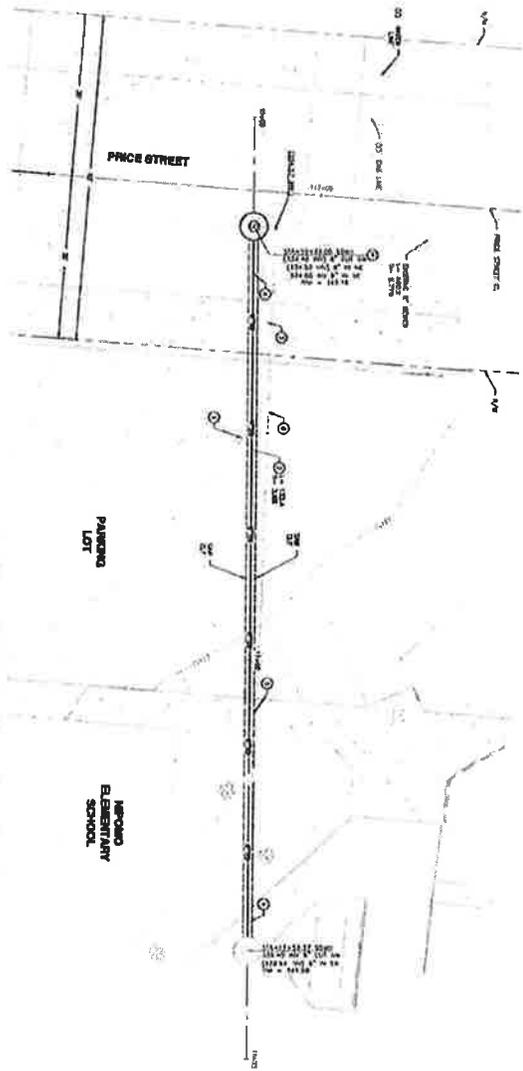
**ABBREVIATIONS**

[Symbol]	PROPOSED SEWER MAIN
[Symbol]	EXISTING SEWER MAIN
[Symbol]	PROPOSED WATER MAIN
[Symbol]	EXISTING WATER MAIN
[Symbol]	PROPOSED GAS MAIN
[Symbol]	EXISTING GAS MAIN
[Symbol]	PROPOSED UTILITY LOCATIONS
[Symbol]	EXISTING UTILITY LOCATIONS
[Symbol]	PROPOSED MANHOLES
[Symbol]	EXISTING MANHOLES
[Symbol]	PROPOSED RISES
[Symbol]	EXISTING RISES
[Symbol]	PROPOSED SEWER CONNECTIONS
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[Symbol]	EXISTING WATER CONNECTIONS
[Symbol]	PROPOSED GAS CONNECTIONS
[Symbol]	EXISTING GAS CONNECTIONS
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[Symbol]	EXISTING UTILITY CROSSINGS
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[Symbol]	PROPOSED UTILITY MANHOLES
[Symbol]	EXISTING UTILITY MANHOLES
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[Symbol]	EXISTING UTILITY RISES
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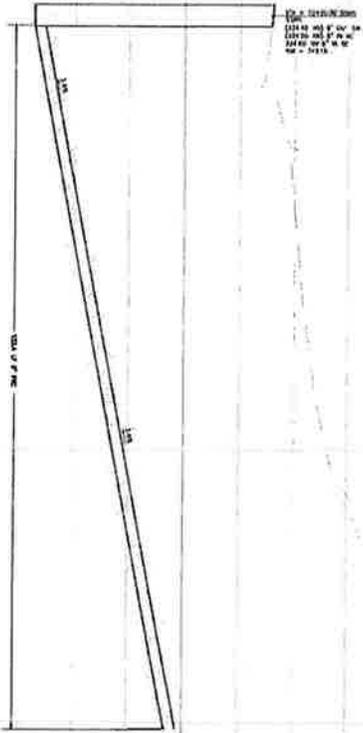
<p><b>1</b></p>	<p><b>TITLE SHEET</b></p> <p>SEWER IMPROVEMENT PLANS NIPOMO ELEMENTARY SCHOOL NIPOMO, CA</p>		<p>APPROVED:</p> <p>DATE:</p>
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DATE: 11/15/11  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 PROJECT NO: [Number]

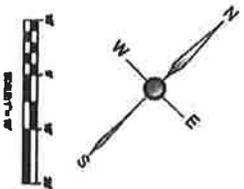


PLAN VIEW - 6" SEWER - STA. 10+20.00 - 11+53.57



PROFILE VIEW - 6" SEWER - STA. 10+20.00 - 11+53.57

- CONSTRUCTION NOTES**
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, 2012 EDITION, LATEST REVISIONS, AND THE STANDARD SPECIFICATIONS FOR WATERWAY CONSTRUCTION, 2012 EDITION, LATEST REVISIONS.
  2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE APPROPRIATE AGENCIES.
  3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
  4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.
  5. THE CONTRACTOR SHALL MAINTAIN ADEQUATE DRAINAGE DURING CONSTRUCTION.
  6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING VEGETATION AND SOILS.
  7. THE CONTRACTOR SHALL MAINTAIN ADEQUATE EROSION CONTROL MEASURES THROUGHOUT CONSTRUCTION.
  8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING STRUCTURES AND UTILITIES.
  9. THE CONTRACTOR SHALL MAINTAIN ADEQUATE ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.



**3**

OF 4 SHEETS

PROJECT: 220128

**SANITARY SEWER  
IMPROVEMENT PLAN**

SEWER IMPROVEMENT SCHOOLS  
NIPOMO ELEMENTARY SCHOOL  
NIPOMO, CA



APPROVED:

DATE:

DESIGNED/REVISIONS: