TOWN OF DISCOVERY BAY

"A COMMUNITY SERVICES DISTRICT"

SDLF PLATINUM-Level of Governance

President Bryon Gutow, Vice-President Kevin Graves, Director Ashley Porter, Director Carolyn Graham and Director Lesley Belcher

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NOTICE OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
September 02, 2026 07:00 PM

To Attend In-Person:
Discovery Bay Community Center, 1601 Discovery Bay Boulevard, Discovery Bay, CA 94505

In addition to physical attendance at the address indicated above, the Town of Discovery Bay Community Services District is offering the following teleconferencing options as an alternative means for the public to participate in this meeting:

To Attend by Zoom Webinar: https://us06web.zoom.us/j/85454370841

To Attend by Phone: +1 (669) 444-9171 *OR* +1 (719) 359-4580 & Webinar ID 85454370841

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

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call Meeting to Order at 7:00p.m.
2. Pledge of Allegiance.
3. Roll Call.

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

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialogue between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

C.1 Approve Regular Board of Directors DRAFT Meeting Minutes from August 19, 2026. Page 5

D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

D.1 Contra Costa County District III Supervisor Diane Burgis Report

D.2 Contra Costa County Office of the Sheriff Report

D.3 CHP

D.4 Contra Costa Contra Fire Protection District

E. MUNICIPAL ADVISORY COUNCIL

F. PRESENTATIONS

G. DISCUSSION AND POSSIBLE ACTION

G.1 Discussion and Possible Action Regarding the Approval of Agreement with Luhdorff & Scalmanini, Consulting Engineers (LSCE) for District Water Engineering General Services for Fiscal Year 2026–2027. Page 11

Sponsor(s): Aaron Goldsworthy, Water & Wastewater Manager

G.2 Discussion and Possible Action to Approve the Purchase of Two (2) Light-Duty Utility Vehicles in an Amount Not to Exceed $80,000 Each. Page 19

Sponsor(s): Aaron Goldsworthy, Water & Wastewater Manager

H. MANAGER'S REPORT

I. GENERAL MANAGER'S REPORT

J. DIRECTOR REPORTS

J.1 Committee Reports

a. Communications Committee Meeting (Committee Members Bryon Gutow and Lesley Belcher) September 2, 2026.

b. Parks and Recreation Committee Meeting (Committee Members Bryon Gutow and Carolyn Graham) September 2, 2026.

c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Carolyn Graham) September 2, 2026.

d. District Office Building Construction Oversight Ad Hoc Committee. (Committee Members Kevin Graves and Ashley Porter) August 20, 2026.

K. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

L. CORRESPONDENCE

M. LEGAL REPORT

N. FUTURE AGENDA ITEMS

O. ADJOURNMENT

Adjourn to the next Regular Meeting of the Board of Directors on September 16, 2026 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting.

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

Item C.1

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
August 19, 2026 07:00 PM

President Bryon Gutow
Vice-President Kevin Graves
Director Ashley Porter
Director Carolyn Graham

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Meeting was called to order at 7:00p.m.

Director led the Pledge of Allegiance.

Roll call was taken and all members were present, with the exception of Director Belcher who was absent.

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

None.

C. CONSENT CALENDAR

Moved By Vice-President Kevin Graves
Seconded By Director Ashley Porter
Motion to approve the Consent Calendar.

For (4):	President Bryon Gutow, Vice-President Kevin Graves, Director Ashley Porter, and Director Carolyn Graham
Absent (1):	Director Lesley Belcher

Motion Carried (4 to 0)

Item C.1

C.1 Approve Regular Board of Directors DRAFT Meeting Minutes from August 5, 2026.

C.2 Approve the Special District Risk Management Association Health Benefits Memorandum of Understanding.

C.3 Monthly Disbursement Report - July 2026

D. MUNICIPAL ADVISORY COUNCIL

None.

E. PRESENTATIONS

E.1 Veolia Monthly Presentation - July 2026.

Presented by Jeffrey Dobretz of Veolia.

- 1,123 safe working days
- Safety topics: lightning, hearing exposure, heat and sun safety, poisonous plants, mosquitoes and snakes, fire and arc flash
- All water wells and filters are active
- Maintenance projects include Lift Station A Pump 2 Replacement, Lift Station S Panel Replacement
- WWTP #2 Pump Pulls
- Motor Vibration Testing

F. DISCUSSION AND POSSIBLE ACTION

F.1 Discussion and Possible Action to Authorize a Professional Services Agreement with Shobe Engineering for Services Related to Repairs of Well No. 7 Site Access.

Presented by Justin Shobe of Shobe Engineering.

- Well 7 site crosses a District-maintained drainage ditch that conveys agricultural drainage to Kellogg Creek.
- The corrugated metal pipe culvert has partially collapsed, and the surrounding fill is eroding and submerged in standing tidal water.
- The access road also supports critical water and electrical utilities needed to operate Well No. 7.
- Failure of the crossing could result in loss of access to the well site and interruption of Well No. 7 operation.
- The Water and Wastewater Committee reviewed this item and recommended bringing

it to the full Board.

Moved By Director Ashley Porter
Seconded By Director Carolyn Graham
Motion to approve staff recommendation to authorize the General Manager to execute a professional services agreement with Shobe Engineering, in the amount of $176,221 for engineering design, environmental review, permitting support, contractor procurement support, and construction support for the repair of Well No. 7 site access

For (4):	President Bryon Gutow, Vice-President Kevin Graves, Director Ashley Porter, and Director Carolyn Graham
Absent (1):	Director Lesley Belcher

Motion Carried (4 to 0)

F.2 Discussion and Possible Action Regarding the Approval of Agreement with Shobe Engineering for District Water Engineering General Services for Fiscal Year 2026–2027.

Presented by Water and Wastewater Manager Aaron Goldsworthy.

- Shobe Engineering LLP will provide dedicated engineering support for the District's ongoing water system planning, regulatory compliance, capital improvement planning, and infrastructure implementation efforts.
- The scope of work for Fiscal Year 2026-2027 includes the following tasks:
  • Task 1: Contract Administration and Management
  • Task 2: District Meetings and Coordination
  • Task 3: Regulatory Reporting and Tracking
  • Task 4: CIP Planning and Development
  • Task 5: As-Needed Engineering and Design Services
- The Water and Wastewater Committee reviewed this item and recommended bringing forward to the full Board.

Moved By Vice-President Kevin Graves
Seconded By Director Ashley Porter
Motion to approve staff recommendation to

- Authorize the General Manager to execute a professional services agreement with Shobe Engineering LLP for District Water Engineering General Services for FY 2026–2027 in an amount not to exceed $149,814.

- Authorize the General Manager to approve minor amendments to the scope or budget, with a contingency up to 10% of the approved contract amount, as needed to address District priorities

For (4):	President Bryon Gutow, Vice-President Kevin Graves, Director Ashley Porter, and Director Carolyn Graham
Absent (1):	Director Lesley Belcher

Motion Carried (4 to 0)

F.3 Discussion and Possible Action to Approve the Purchase of the Steel Components for the Solar Array Project.

General Manager Dina Breitstein introduced Ann Marie Sequeira Batemon, Project Manager, Sustainable Industries & Buildings, Veolia North America.

- On January 17, 2026, the Town of Discovery Bay Board of Directors approved a project agreement with Veolia North America Sustainable Industries & Buildings (“Veolia SIB”) to develop and implement a comprehensive energy infrastructure improvement program.
- Since January 2024, Veolia has designed the Willow Lake Water Treatment Plant and Community Center photovoltaic (PV) project.
- The project is approaching a critical deadline (February 17, 2027) for building-permit approval in order to preserve eligibility for Pacific Gas & Electric’s (PG&E) Net Energy Metering (NEM) 2-A tariff.
- Delays with permitting of the Administrative Building has resulted in the need to revise the existing PV model layout.
- Veolia will submit the revised drawings to the County no later than Thursday, August 20, 2026.
- There are two potential courses of action:
    - Pre-order the required steel as an expedited shipment and risk the County requiring changes to the design that would require steel modifications. The risk ranges from an additional $58,823.50 to $298,203 plus shipping, over the original contract purchase price of $298,203 plus shipping.
    - Wait for County approval, and even with expedited steel package shipment, run the risk of not completing the project in time to remain eligible for NEM2-A. This would result in a yearly savings loss starting year 1 of $47,812 compounded over the effective useful life of the system.
- The Water and Wastewater Committee reviewed this item and recommended bringing forward to the full Board.

Item C.1

Moved By Vice-President Kevin Graves
Seconded By Director Carolyn Graham
Motion to approve staff recommendation to approve the purchase of steel for the Solar Array Project, including the original contracted steel cost of $311,145, and authorize an additional amount not to exceed $311,145 for potential steel modification, replacement, and associated shipping costs, for a total potential steel expenditure not to exceed $622,291.

For (4):	President Bryon Gutow, Vice-President Kevin Graves, Director Ashley Porter, and Director Carolyn Graham
Absent (1):	Director Lesley Belcher

Motion Carried (4 to 0)

G. MANAGER'S REPORT

None.

H. GENERAL MANAGER'S REPORT

Presented by General Manager Dina Breitstein.

Two open positions have been filled.

- Custodial Maintenance Position - starts 8/24/26
- Communications Specialist - Starts 8/31/26

I. DIRECTOR REPORTS

Water & Wastewater SPECIAL Meeting - August 19, 2026 (Committee Members Kevin Graves and Carolyn Graham).

J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS

None.

K. CORRESPONDENCE

K.1 Cal OES Notification of Award Denial.

None.

L. <u>LEGAL REPORT</u>

None.

M. <u>FUTURE AGENDA ITEMS</u>

None.

N. <u>ADJOURNMENT</u>

Meeting was adjourned at 8:02pm.

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Kelly Rajala

Item G.1

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

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

Meeting Date: September 2, 2026

Prepared By: Aaron Goldsworthy, Water and Wastewater Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Staff recommends that the Board of Directors take the following action:

- Approve the agreement with Luhdorff & Scalmanini, Consulting Engineers (LSCE), for general water engineering services for Fiscal Year 2026/2027, in an amount not to exceed $113,320 which includes a 10% contingency and authorize the General Manager to approve minor amendments to the scope as needed to address District priorities.

EXECUTIVE SUMMARY:

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

There is also contingency provided for any as-needed services related to capital projects, engineering, and planning. This includes working with District staff on infrastructure planning, assessment, design, permitting, or construction. Budgets are proposed for these tasks based on the level of involvement from previous Fiscal Year general service contracts and anticipated items in FY 2026/2027.

The Scope of Work is outlined in the following tasks:

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

LSCE's General Services Agreement for last Fiscal Year (2025/2026) was $154,743.00 which represents a 26.5% reduction year over year.

FISCAL IMPACT:

$103,320 + 10% Contingency ($10,332) = Total not to exceed $113,652.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

N/A

ATTACHMENTS:

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

Item G.1

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

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

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

Dear Ms. Breitstein:

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

Scope of Work

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

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

The Scope of Work is outlined in the following tasks:

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

Item G.1

Task 1 – Contract Management

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

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

Task 2 – Meetings

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

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

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

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

Task 3 – Regulatory Assistance

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

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

Task 4 – Contingency for Capital Projects and Planning Assistance

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

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

Proposed Budget

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

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

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

Sincerely,

LUHDORFF & SCALMANINI
CONSULTING ENGINEERS

Jason Coleman, PE
Supervising Engineer

Oscar Serrano, PE
Supervising Engineer

Enclosures

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

Item G.1

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

Budget Estimate Worksheet

Luhdorff & Scalmanini Consulting Engineers

	Billing Level / Billing Rate ($/Hr)	PROFESSIONAL: Senior Principal $297	Supervising Professional $258	Senior Professional $230	Project Professional $206	Staff Professional $181	GIS $130	Clerical $110	Labor Subtotal	DIRECT EXPENSES: Travel Lump Sum	Copies/ Equipment Lump Sum	Direct Expenses Subtotal	Contract Budget Estimate
Task 1: Contract Management	1.a Contract Management	0	18	0	0	0	0	0	**$4,644**	$0	$0	**$0**	**$4,644**
	Total Hours	0	18	0	0	0	0	0	**18**				
	Subtotal (cost)	$0	$4,644	$0	$0	$0	$0	$0	**$4,644**	$0	$0	**$0**	**$4,644**
Task 2: Meetings	2.a Committee Meetings (attend up to 16 per year)	0	45	0	0	0	0	0	**$11,610**	$500	$100	**$600**	**$12,210**
	2.b Board Meetings (attend up to 6 per year)	0	23	0	0	0	0	0	**$5,934**	$0	$0	**$0**	**$5,934**
	2.c Bi-Weekly Meetings and agendas (attend 26 per year)	0	78	0	0	0	0	0	**$20,124**	$0	$0	**$0**	**$20,124**
	Total Hours	0	146	0	0	0	0	0	**146**				
	Subtotal (cost)	$0	$37,668	$0	$0	$0	$0	$0	**$37,668**	$500	$100	**$600**	**$38,268**
Task 3: Regulatory Assistance	3.a Assistance on New Regulations	6	16	0	0	20	0	0	**$9,530**	$0	$0	**$0**	**$9,530**
	3.b CASGEM Well Monitoring and State Reporting	0	4	0	20	36	0	0	**$11,668**	$214	$2,000	**$2,214**	**$13,882**
	Total Hours	6	20	0	20	56	0	0	**102**				
	Subtotal (cost)	$1,782	$5,160	$0	$4,120	$10,136	$0	$0	**$21,198**	$214	$2,000	**$2,214**	**$23,412**
Task 4: Contingency for Capital Projects and Planning Assistance	4.a As-needed Capital Project Assistance	0	16	0	20	40	16	8	**$18,448**	$0	$50	**$50**	**$18,498**
	4.b As-needed Planning Assisstance	0	16	0	20	40	16	8	**$18,448**	$0	$50	**$50**	**$18,498**
	Total Hours	0	32	0	40	80	32	16	**200**				
	Subtotal (cost)	$0	$8,256	$0	$8,240	$14,480	$4,160	$1,760	**$36,896**	$0	$100	**$100**	**$36,996**
Totals	**Total Hours**	**6**	**216**	**0**	**60**	**136**	**32**	**16**	**466**				
	Total (cost)	**$1,782**	**$55,728**	**$0**	**$12,360**	**$24,616**	**$4,160**	**$1,760**	**$100,406**	**$714**	**$2,200**	**$2,914**	**$103,320**

Item G.1

Luhdorff & Scalmanini
Consulting Engineers

CALIFORNIA • IDAHO

2026 SCHEDULE OF FEES

ENGINEERING AND RELATED FIELD SERVICES

Professional*

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

Technical

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

Project Admin Support

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

Professional or Technical Testimony	200% of Regular Rates
Technical Overtime (if required)	150% of Regular Rates
Outside Services/Rentals	Cost Plus 15%
Services by Associate Firms	Cost Plus 15%
Prevailing Wage Rate	$215/hr
Vehicle Use	$0.73/mi (or curr. IRS rate)
Subsistence	Cost Plus 15%
Copies	$0.20 ea.
Field Equipment Rental	
Pressure Transducer	$10/day
Ultrasonic Flow Meter	$150/day
Multiparameter Sonde	$125/day
Field Materials	As-Incurred

** Engineer, Geologist, Hydrogeologist, and Hydrologist*

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

Item G.2

Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Agenda Title: Discussion and Possible Action to Approve the Purchase of Two (2) Light-Duty Utility Vehicles in an Amount Not to Exceed $80,000 per Vehicle.

Meeting Date: September 2, 2026

Prepared By: Aaron Goldsworthy, Water & Wastewater Manager

Submitted By: Dina Breitstein, General Manager

RECOMMENDED ACTION:

Staff recommends that the Board of Directors take the following action:

- Approve the purchase of two (2) light-duty utility vehicles in an amount not to exceed $80,000 per vehicle, for a total amount not to exceed $160,000, and authorize the General Manager to execute the necessary purchase documentation.

EXECUTIVE SUMMARY:

The Water & Wastewater Division's fleet of utility vehicles supports day-to-day field operations, including water distribution and wastewater collection system maintenance, meter reading, inspections, and emergency response. One of the District's existing utility vehicles have reached, or are approaching, the end of their useful service life and require increasing levels of maintenance and repair, reducing their reliability for field operations. Staff has recently hired for a new custodial/maintenance position, which requires a vehicle to properly service the District's facilities.

To maintain reliable service delivery, staff recommends the purchase of two (2) new light-duty utility vehicles to replace the aging fleet vehicles. Staff intends to procure the vehicles through a cooperative purchasing agreement consistent with the District's purchasing policy, allowing the District to secure competitive government pricing. The estimated cost of each vehicle, including any necessary upfitting for utility/field use, is not to exceed $80,000 per vehicle, for a combined total not to exceed $160,000.

Upon receipt of the two new vehicles, the Water & Wastewater Division's used fleet vehicles will be sold to the Landscape Department, whose vehicles are similarly aging out and in need of replacement. This will allow the District to redeploy usable vehicles between departments rather than surplusing them, extending their useful life and reducing overall fleet replacement costs.

Replacing these vehicles will improve the reliability and efficiency of the Water & Wastewater Division's field operations, help control ongoing maintenance costs, and support staff's ability to respond promptly to service requests and system maintenance needs. This item was reviewed by the Water & Wastewater Committee at its meeting on September 2, 2026, prior to consideration by the Board of Directors.

FISCAL IMPACT:

Total cost not to exceed $160,000 ($80,000 per vehicle x 2 vehicles). Funds are available in the Fiscal Year 2026-2027 Water & Wastewater (Fund 20 & 21) vehicle replacement/capital equipment budget.

PREVIOUS RELEVANT BOARD ACTIONS FOR THIS ITEM:

N/A

ATTACHMENTS:

1. N/A