



SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVENUE SEASIDE, CA 93955

REGULAR MEETING

Board of Directors

Tuesday, February 14, 2023, 9:30 AM

VIRTUAL ONLY MEETING

Pursuant to California Government Code section 54953(e)(1)(A) and (C) and the Seaside County Sanitation District's resolution authorizing virtual participation in public meetings given the COVID-19 pandemic; meetings are being conducted in a virtual format providing in order to promote social distancing and protect the health and safety of attendees.

VIRTUAL PUBLIC PARTICIPATION INSTRUCTIONS

1. To view this meeting: Please click on the following link to the City of Seaside YouTube Channel: <https://www.youtube.com/c/CityofSeasideCalifornia>
2. To participate in this meeting: Using the Zoom application on your smart phone, laptop, tablet or desktop and click on this link:
<https://us02web.zoom.us/j/83946789270>

WEBINAR ID: **839 4678 9270**

3. To participate by phone: Please call (669) 900-9128. Enter the meeting ID **839 4678 9270** when prompted. There is no participate code – press the pound sign # after the recording prompts you.
4. To make public comment, the following options are available:
 - Before the Meeting via Email: Written comments can be emailed to pwinfo@ci.seaside.ca.us Include the following subject line: "Public Comment Item #____" (insert the agenda item number relevant to your comment). Written comments must be received at least two (2) hours prior to the meeting time on the day of the meeting.
 - During the Meeting via Oral Comments: When the Chair calls for public comment, attendees can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9.

1. CALL TO ORDER

BOARD OF DIRECTORS

Jerry Blackwelder
Ian Oglesby
John Uy

Chair
Board Member
Board Member

2. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

3. PUBLIC COMMENT

Members of the public wishing to address the Seaside County Sanitation District on matters within the jurisdiction of the Board, but not on this agenda, may do so during Public Comment period for up to two minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

4. CONSENT AGENDA

A. ADOPT A RESOLUTION MAKING FINDINGS IN ACCORDANCE WITH AB361 AND GOVERNMENT CODE SECTION 54953(E) AUTHORIZING REMOTE TELECONFERENCE MEETINGS

PURPOSE: Adopt a resolution making findings in accordance with Ab361 and Government Code section 54953(e) authorizing remote teleconference meetings.

RECOMMENDATION: Adopt a resolution making findings under AB361 and Government Code section 54953(e) authorizing continued teleconference (Zoom) hybrid meetings.

B. APPROVE MINUTES FROM THE JANUARY 10, 2023, REGULAR MEETING

C. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR JANUARY, 2023.

PURPOSE: Receive Seaside County Sanitation District Operations Report for January, 2023.

RECOMMENDATION: Accept reports. This item is presented for information only.

D. APPROVAL OF NOVEMBER & DECEMBER 2022 EXPENDITURE

REPORT FOR SEASIDE COUNTY SANITATION DISTRICT

PURPOSE: Approval of November 2022 expenditures in the amount of \$32,961.32 and December 2022 expenditures in the amount of \$463,077.76 for the Seaside County Sanitation District.

RECOMMENDATION: Approve the expenditures for November & December 2022 and approve a drawdown of \$496,039.08 for expenses for November & December 2022. The total additional expenditures for November 2022 were \$32,961.32 and expenditures for December 2022 were \$463,077.76.

5. NEW BUSINESS

A. ELECTION OF OFFICERS 2022

B. ADOPT A RESOLUTION AUTHORIZING A CONTRACT AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED \$28,800 TO PROVIDE CONSTRUCTION MANAGEMENT SUPPORT FOR THE FREMONT, BROADWAY, & ORTIZ SEWER MAIN REPLACEMENT PROJECT

PURPOSE: Adopt a Resolution (Attachment 1) authorizing contract amendment no. 3 to the professional services agreement with Harris & Associates in continued support of the District's Capital Improvement Program (CIP) to perform construction management and inspection services during the construction of the Fremont, Broadway & Ortiz Sewer Main Replacement Project (Project).

RECOMMENDATION: Adopt a Resolution (attachment 1) authorizing contract amendment no. 3 to the professional services agreement with Harris & Associates for an amount not to exceed \$28,800 to provide professional services in continued support of the District's Capital Improvement Program (CIP) to perform construction management and inspection services during construction of the Project and authorizing the District Manager to execute amendment no. 3.

6. STAFF REPORTS

Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.

7. BOARD MEMBERS COMMENTS

8. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL

Existing Litigation: Successor Agency to the Sand City Redevelopment Agency v. Joe Stephenshaw, et al; Sacramento County Superior Court Case No. 34-2022-80004053

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
March 14, 2023
9: 30 AM

In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at cityclerk@ci.seaside.ca.us 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. This agenda is posted in compliance with Pursuant to Governor Newsom's Executive Orders [N-29-20](#) and [N-33-20](#). Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.



DRAFT MINUTES
SEASIDE COUNTY SANITATION DISTRICT
Tuesday, January 10, 2023 9:30 AM
REGULAR MEETING
Seaside Conference Room

1. CALL TO ORDER

Chair Blackwelder called the meeting to order at 9:30 a.m.

PRESENT: BLACKWELDER, OGLESBY

ABSENT: CITY OF DEL REY OAKS REPRESENTATIVE

2. REVIEW OF AGENDA

3. PUBLIC COMMENT

Public Comment: Scott Donaldson

4. CONSENT AGENDA

On motion by Board Member Ian Oglesby and second by Chair Jerry Blackwelder and carried by the following roll call vote, the Seaside County Sanitation District moved to approve the Consent Agenda as presented.

RESULT: 2-0-0-1

AYES: BLACKWELDER, OGLESBY

NOES: NONE

ABSTAIN: NONE

ABSENT: CITY OF DEL REY OAKS REPRESENTATIVE

A. ADOPT A RESOLUTION MAKING FINDINGS IN ACCORDANCE WITH AB361 AND GOVERNMENT CODE SECTION 54953(E) AUTHORIZING REMOTE TELECONFERENCE MEETINGS

ACTION: APPROVED

B. APPROVE MINUTES FROM THE DECEMBER 13, 2022, REGULAR MEETING

ACTION: APPROVED

C. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR DECEMBER, 2022.

ACTION: APPROVED

5. NEW BUSINESS

None.

6. STAFF REPORTS

None.

7. BOARD MEMBERS COMMENTS

None.

8. CLOSED SESSION

Continued to a later date.

A. CONFERENCE WITH LEGAL COUNSEL

9. ADJOURNMENT

This meeting was adjourned at 9:41 a.m.

Respectfully Submitted,

Dominique L. Davis, District Clerk

Jerry Blackwelder, Chair



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.C.

TO: Seaside County Sanitation District

FROM: Jaime M. Fontes, District Manager

BY: Nisha Patel, Public Works Director/City Engineer
Billy Thomas, Junior Engineer

DATE: February 14, 2023

**SUBJECT: RECEIVE SEASIDE COUNTY SANITATION DISTRICT
OPERATIONS REPORT FOR JANUARY, 2023.**

PURPOSE

Receive Seaside County Sanitation District Operations Report for January, 2023.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

Attached is the Seaside County Sanitation District Operations Report and Flush Map for January, 2023.

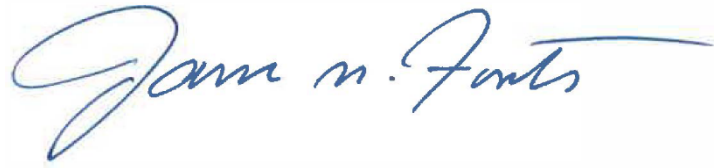
FISCAL IMPACT

There is no fiscal impact associated with this item.

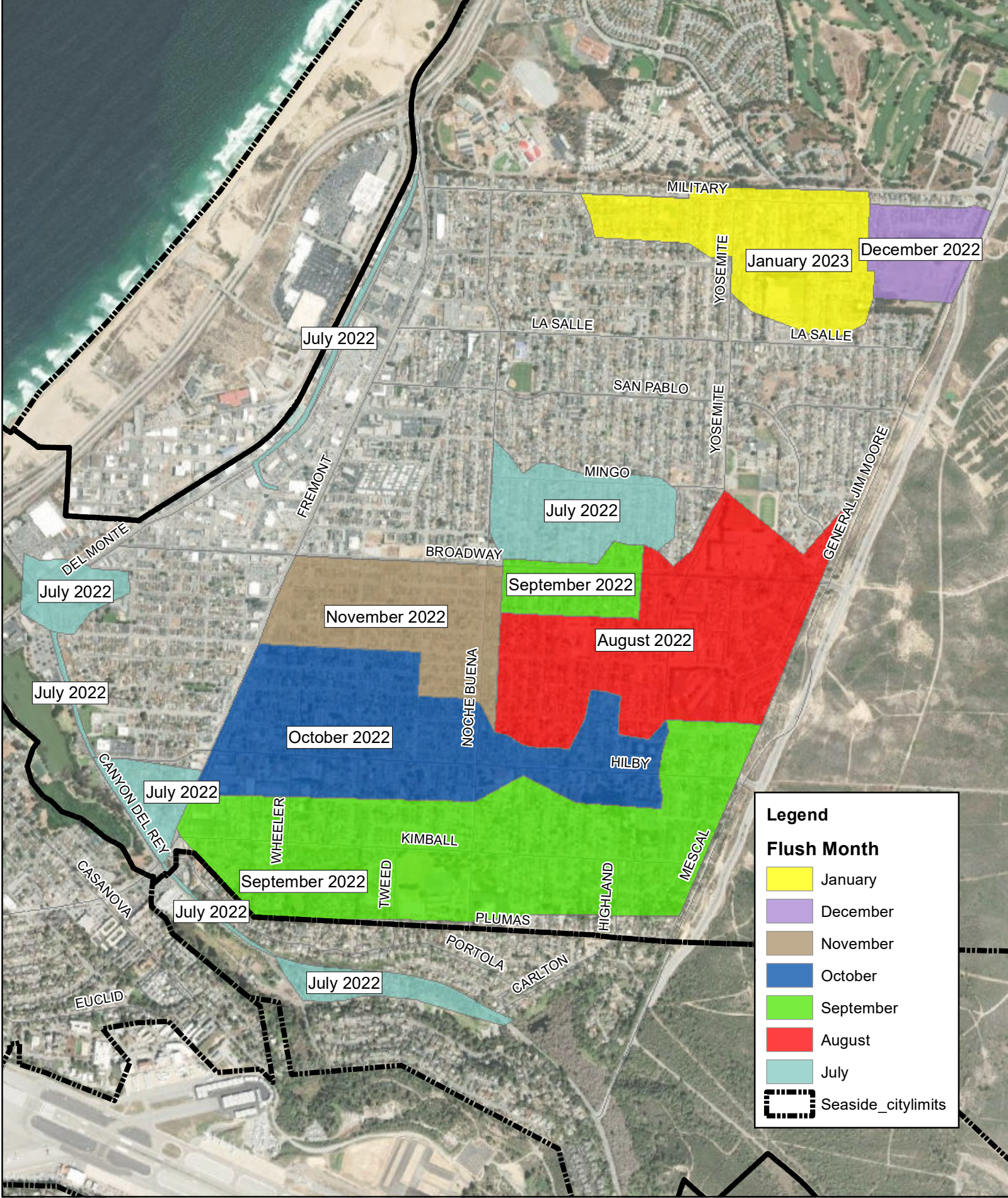
ATTACHMENTS

1. Flush Map_January_22-23
 2. Monthly Sanitation Report January_22-23
-

Reviewed for Submission to the
Board by:

A handwritten signature in blue ink that reads "Jaime M. Fontes". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Jaime M. Fontes, District Manager



0 1,250 2,500
Feet

Source: SCSD, AMBAG

SEASIDE COUNTY SANITATION DISTRICT

Flush Map: 2022-2023

Seaside County Sanitation District Operations Report

Fiscal Year 2022/2023 Month of January

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded	0	0	0	0	0	0	0	0
Main Line Jetted	0	13,994	0	0	17,996	131,915	17,996	145,909
Main Line Video	0	0	0	0	0	0	0	0
Main Lines Treated for Grease Controll (Jet Power II)	0	786	0	554	0	29,531	0	30,871
Mainline Root Treatment	0	0	0	0	0	0	0	0
Stoppages & Overflows								
Main Line	0	0	0	0	0	0	0	2
Laterals	0	1	0	0	1	4	1	5
SSO's	0	0	0	0	0	6	0	6

Sewer Repairs

None

Sewer Video (Outside of regular maintenance work)

None

Stoppage Locations

Del Rey Oaks

None

Sand City

None

Seaside

1856 Waring St - Lateral

Overflow/SSO Locations

Del Rey Oaks

None

Sand City

None

Seaside

None



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 4.D.

TO: Seaside County Sanitation District

FROM: Jaime M. Fontes, District Manager

BY: Victor Damiani, Finance Director
Jessica Riley, Assistant Finance Director

DATE: February 14, 2023

**SUBJECT: APPROVAL OF NOVEMBER & DECEMBER 2022 EXPENDITURE
REPORT FOR SEASIDE COUNTY SANITATION DISTRICT**

PURPOSE

Approval of November 2022 expenditures in the amount of \$32,961.32 and December 2022 expenditures in the amount of \$463,077.76 for the Seaside County Sanitation District.

RECOMMENDATION

Approve the expenditures for November & December 2022 and approve a drawdown of \$496,039.08 for expenses for November & December 2022. The total additional expenditures for November 2022 were \$32,961.32 and expenditures for December 2022 were \$463,077.76.

BACKGROUND

The total expenditure was \$32,961.32 during November 2022 and expenditures were \$463,077.76 during December 2022. The local cash balance as of December 31, 2022 was -\$809,790.19 and the cash balance with the County was \$2,847,373.86. A draw-down in the amount of \$1,307,131.44 was approved for Jul-August 2022 expenses and a draw-down in the amount of \$726,556.20 was approved for June & Sep-October expenses. The local cash balance will be \$953,897.45 after all approved draw-down requests are received and the adjusted cash balance with the County will be \$1,083,686.22. A draw-down in the amount of \$496,039.08 is being requested for additional November & December 2022 expenses.

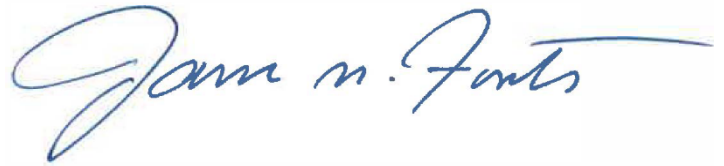
FISCAL IMPACT

No fiscal impact.

ATTACHMENTS

1. NOVEMBER 22 expenditure spreadsheet - for December meeting
 2. DECEMBER 22 expenditure spreadsheet - for December meeting
 3. February 23 Meeting EFT Form - Public
-

Reviewed for Submission to the
Board by:

A handwritten signature in blue ink, reading "Jaime M. Fontes". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jaime M. Fontes, District Manager

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
NOVEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8110-1045	STATE WASTE DISCHARGE FEE	-	-	-
951-8420-0001	SALARIES	-	-	-
951-8810-0001	SALARIES	13,716.82	13,122.00	594.82
951-8810-0002	OVERTIME	-	-	-
951-8810-0004	UNIFORM ALLOWANCE	-	-	-
951-8810-0006	WORKERS COMPENSATION	1,100.32	660.20	440.12
951-8810-0009	SICK LEAVE PAYOFF	-	-	-
951-8810-0010	MANAGEMENT LEAVE PAYOFF	297.42	297.42	-
951-8810-0012	VACATION/COMP TIME PAYOFF	223.07	223.07	-
951-8810-0016	DEFERRED COMPENSATION	231.36	221.36	10.00
951-8810-0017	PARS-ARS 457	-	-	-
951-8810-0020	PART-TIME HOURLY WAGES	-	-	-
951-8810-0030	PERS PENSION OB BOND	199.09	119.43	79.66
951-8810-0031	PERS PENSION	2,795.12	2,730.30	64.82
951-8810-0032	PARS PENSION	453.51	411.13	42.38
951-8810-0033	LIUNA PENSION	8.00	8.00	-
951-8810-0041	MEDICAL INSURANCE	4,425.58	4,296.72	128.86
951-8810-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8810-0043	FLEX ONE-PLAN FEE	-	-	-
951-8810-0044	RETIREE MEDICAL INSURANCE	-	-	-
951-8810-0051	DENTAL INSURANCE-GUARDIAN	244.25	230.38	13.87
951-8810-0061	VISION INSURANCE	22.59	21.99	0.60
951-8810-0071	LTD	30.41	27.02	3.39
951-8810-0081	LIFE INSURANCE	30.53	26.99	3.54
951-8810-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8810-0092	MEDICARE TAX	192.78	184.37	8.41
951-8810-1022	LEGAL SERVICES	1,278.40	1,278.40	-
951-8810-1025	CITY AUDIT	3,750.00	3,750.00	-
951-8810-1026	MEDICAL EXAMS	-	-	-
951-8810-1029	TRAINING AND EDUCATION	-	-	-
951-8810-1030	CONSULTANT	-	-	-
951-8810-1033	FITNESS PROGRAM	13.47	13.47	-
951-8810-1040	PROPERTY TAX ADMIN FEES	-	-	-
951-8810-1041	STATE WASTE DISCHARGE FEE	-	-	-
951-8810-1045	WASTE DISCHARGE FEE	-	-	-
951-8810-2044	COPIER SERVICES	-	-	-
951-8810-2045	MAIL MACHINE MAINTENANCE	-	-	-
951-8810-2052	RADIO REPAIR	-	-	-
951-8810-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8810-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8810-2066	COMPUTER MAINTENANCE	-	-	-
951-8810-2076	CITY OVERHEAD	-	-	-
951-8810-2078	OTHER EXPENSE	-	-	-
951-8810-2090	LIABILITY INSURANCE	-	-	-

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
NOVEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8810-3092	STATIONARY SUPPLIES	18.03	-	18.03
951-8810-3095	DEPARTMENT CONSUMABLES	-	-	-
951-8810-3104	COMPUTER SOFTWARE	-	-	-
951-8810-4121	MEETINGS AND TRAVEL	-	-	-
951-8810-4122	DUES AND MEMBERSHIPS	96.00	96.00	-
951-8810-4124	MAIL SERVICES	-	-	-
951-8810-5132	TELEPHONE	787.50	787.50	-
951-8810-6141	EMPLOYEE AUTO REIMBURSEMENT	-	-	-
951-8810-9196	IMPACT FEES	-	-	-
951-8810-9395	VEHICLE MAINTENANCE	15,710.56	9,426.32	6,284.24
951-8810-9396	LIABILITY INSURANCE	-	-	-
951-8810-9397	COMPUTER SYSTEM	2,032.91	1,219.75	813.16
951-8810-9398	CENTRAL SERVICE CHARGES	-	-	-
951-8810-9702	SRAF TRANSFER	-	-	-
951-8820-0001	SALARIES	97,049.61	89,154.73	7,894.88
951-8820-0002	OVERTIME	8,482.18	8,383.54	98.64
951-8820-0004	UNIFORM ALLOWANCE	-	-	-
951-8820-0005	PERS	-	-	-
951-8820-0006	WORKERS COMPENSATION	15,112.77	9,067.67	6,045.10
951-8820-0008	UNEMPLOYMENT INSURANCE	-	-	-
951-8820-0009	SICK LEAVE PAYOFF	-	-	-
951-8820-0010	MANAGEMENT LEAVE PAYOFF	259.52	259.52	-
951-8820-0012	VACATION/COMP TIME PAYOFF	1,155.72	1,155.72	-
951-8820-0013	SOCIAL SECURITY TAX	-	-	-
951-8820-0014	LIUNA PENSION	-	-	-
951-8820-0015	PARS PENSION	-	-	-
951-8820-0016	DEFERRED COMPENSATION	1,252.36	1,127.61	124.75
951-8820-0017	PARS-ARS 457	-	-	-
951-8820-0020	PART-TIME HOURLY WAGES	-	-	-
951-8820-0030	PERS PENSION OB BOND	893.10	535.84	357.26
951-8820-0031	PERS PENSION	19,898.98	19,199.22	699.76
951-8820-0032	PARS PENSION	-	-	-
951-8820-0033	LIUNA PENSION	791.04	739.48	51.56
951-8820-0041	MEDICAL INSURANCE	23,089.42	20,788.40	2,301.02
951-8820-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8820-0043	FLEX ONE-PLAN FEE	-	-	-
951-8820-0044	RETIREE MEDICAL INSURANCE	8,215.00	4,929.00	3,286.00
951-8820-0051	DENTAL INSURANCE-GARDIAN	987.90	824.87	163.03
951-8820-0061	VISION INSURANCE	98.85	90.93	7.92
951-8820-0071	LTD	181.36	154.49	26.87
951-8820-0081	LIFE INSURANCE	166.26	141.09	25.17
951-8820-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8820-0092	MEDICARE TAX	1,393.48	1,283.46	110.02
951-8820-0094	PW-LABOR COST ADJUSTMENT	-	-	-

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
NOVEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8820-0095	OPEB ANNUAL COST	-	-	-
951-8820-0099	TUITION REIMBURSEMENT	-	-	-
951-8820-1028	COMPUTER PROGRAMMING	-	-	-
951-8820-1029	TRAINING AND EDUCATION	-	-	-
951-8820-1030	CONSULTANT	-	-	-
951-8820-1033	FITNESS PROGRAM	63.64	56.89	6.75
951-8820-2044	COPY MACHINE MAINTENANCE	-	-	-
951-8820-2049	UNIFORM SERVICE / LAUNDRY	1,406.06	1,406.06	-
951-8820-2052	RADIO REPAIR	-	-	-
951-8820-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8820-2054	EQUIPMENT REPAIR	-	-	-
951-8820-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8820-2066	COMPUTER MAINTENANCE	-	-	-
951-8820-2068	REFUSE DISPOSAL	-	-	-
951-8820-2073	SUBCONTRACTED WORK	3,255.81	3,255.81	-
951-8820-2074	SUBCONTRACT - GREASE PROGRAM	-	-	-
951-8820-2087	EQUIPMENT RENTAL	-	-	-
951-8820-3092	STATIONARY SUPPLIES	-	-	-
951-8820-3095	DEPARTMENT CONSUMABLES	3,778.67	3,674.22	104.45
951-8820-3097	SAFETY EQUIPMENT	801.01	801.01	-
951-8820-3102	COMPUTER SUPPLIES	1,312.54	1,312.54	-
951-8820-4121	MEETINGS AND TRAVEL	1,200.00	900.00	300.00
951-8820-4122	DUES AND MEMBERSHIPS	2,290.44	2,190.44	100.00
951-8820-4124	MAIL SERVICES	-	-	-
951-8820-5131	GAS AND ELECTRIC	3,781.74	3,781.74	-
951-8820-5132	TELEPHONE	-	-	-
951-8820-5133	WATER	-	-	-
951-8820-6143	VEHICLE MAINTENANCE	-	-	-
951-8820-8183	VIDEO INSPECTION	-	-	-
951-8820-8184	FOG PROGRAM	-	-	-
951-8820-8185	GIS MAINTENANCE & MAPPING	-	-	-
951-8820-8186	PUBLIC WORKS EQUIPMENT	-	-	-
951-8820-8187	DEPARTMENT EQUIPMENT	-	-	-
951-8820-8198	FOG PROGRAM	1,635.00	1,635.00	-
951-8820-9395	VEHICLE MAINTENANCE	-	-	-
951-8820-9397	COMPUTER SYSTEM	6,880.60	4,128.36	2,752.24
951-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
951-8820-9399	INTERFUND TRANSFERS OUT	-	-	-
951-8820-9602	PRINCIPAL	312.60	312.60	-
951-8820-9605	INTEREST EXPENSE	1.87	1.87	-
951-8820-9607	LEASE - SEWER TRUCK	-	-	-
951-8820-9608	LEASE - BACKHOE	-	-	-
951-8820-9999	INTERFUND TRANSFERS OUT	-	-	-
		253,405.25	220,443.93	32,961.32

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
NOVEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
952-8820-8186	EQUIPMENT - VACTOR TRUCK	-	-	-
952-8820-8187	DEPARTMENT EQUIP - GENERATOR	-	-	-
952-8820-8188	DEPARTMENT EQUIP - CAMERA	-	-	-
952-8820-8189	RATE STUDY	-	-	-
952-8820-8190	VIDEO INSPECTION	-	-	-
952-8820-8191	PICKUP TRUCK WITH CMS	-	-	-
952-8820-8192	PICKUP TRUCK	-	-	-
952-8820-8193	CONNECTION FEE STUDY	-	-	-
952-8820-8194	SEWER SYSTEM MNGT PLAN UPDATE	-	-	-
952-8820-8195	GRAPHIC INFORMATION SYSTEM	-	-	-
952-8820-8196	LAFCO APPLICATION PROJECT	-	-	-
952-8820-8197	GENERATOR	-	-	-
952-8820-9603	DEPRECIATION EXPENSE	-	-	-
952-8820-9605	INTEREST EXPENSE	-	-	-
952-8820-9606	OTHER DEBT SERVICE FEES	-	-	-
952-8820-9608	LEASE PYMTS-VACTOR (PRINCIPAL)	-	-	-
952-8820-9609	LEASE PAYMENTS 2009	-	-	-
952-8820-9901	LOSS (GAIN) ON ASSET DISPOSAL	-	-	-
		-	-	-
953-8820-0016	DEFERRED COMPENSATION	-	-	-
953-8820-0031	PERS PENSION	-	-	-
953-8820-0032	PARS PENSION	-	-	-
953-8820-0041	MEDICAL INSURANCE-NON LIUNA	-	-	-
953-8820-0051	DENTAL INSURANCE	-	-	-
953-8820-0061	VISION INSURANCE	-	-	-
953-8820-0071	LTD	-	-	-
953-8820-0081	LIFE INSURANCE	-	-	-
953-8820-0092	MEDICARE TAX	-	-	-
953-8820-1030	CONSULTANT	-	-	-
953-8820-2054	EQUIPMENT REPAIR	-	-	-
953-8820-9193	STA 321 UPGRADES	-	-	-
953-8820-9194	PRIME CONTRACTOR	-	-	-
953-8820-9195	AMEND MASTER PLAN	-	-	-
953-8820-9196	TRUNK LINE CLEANING	-	-	-
953-8820-9197	HARCOURT AVE.	-	-	-
953-8820-9198	ORTIZ AVE SEWER LINE CLEANING	-	-	-
953-8820-9199	942 ANGELUS WAY PIPE LINING	-	-	-
953-8820-9201	DEL MONTE LIFT STATION UPGRADE	-	-	-
953-8820-9202	ROSITA LIFT STATION UPGRADE	-	-	-
953-8820-9203	ANGELUS WAY SEWER MAIN UPGRADE	-	-	-
953-8820-9204	DEL REY PARK SEWR MAIN UPGRADE	-	-	-
953-8820-9205	DEL MONTE BL SEWR MAIN UPGRADE	-	-	-
953-8820-9206	MILITARY LIFT STATN REPLACEMNT	-	-	-
953-8820-9207	FREMONT BL SEWR MAIN UPGRADE	399,489.57	399,489.57	-

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
NOVEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
953-8820-9208	LUZERN ST SEWR MAIN UPGRADE	-	-	-
953-8820-9209	LA SALLE AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9210	TIOGA LIFT STN FEASIBILITY	-	-	-
953-8820-9211	BIRCH AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9212	LAFCO APPLICATION	-	-	-
953-8820-9213	NEW MANHOLE INSTALLATIONS	-	-	-
953-8820-9214	DEL MONTE SWR MAIN REPLACEMENT	-	-	-
953-8820-9215	ROOT INTRUSION SWR MAIN RPLC	-	-	-
953-8820-9216	SEWER MASTER PLAN	-	-	-
953-8820-9217	SUTTER ST SEWER MAIN REPLACE	-	-	-
953-8820-9218	SEWER LINE REPLACEMENTS	-	-	-
953-8820-9314	HIGHWAY 1 SEWER LINE CLEANING	-	-	-
953-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
953-8820-9603	DEPRECIATION EXPENSE	-	-	-
953-8820-9604	AMORTIZATION EXPENSE	-	-	-
953-8820-9605	INTEREST EXPENSE	-	-	-
953-8930-2078	OTHER EXPENSE	-	-	-
		399,489.57	399,489.57	-
954-2010-0044	RETIREE MEDICAL INSURANCE	-	-	-
954-8810-2088	JUDGEMENTS/DAMAGES	-	-	-
954-8810-2090	INSURANCE	59,162.00	59,162.00	-
954-8810-9398	CENTRAL SERVICE CHARGES	-	-	-
954-8810-9605	INTEREST EXPENSE	-	-	-
		59,162.00	59,162.00	-
			951-1009	32,961.32
			952-1009	-
			953-1009	-
			954-1009	-
NOVEMBER 2022 DRAWDOWN				32,961.32

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
DECEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8110-1045	STATE WASTE DISCHARGE FEE	-	-	-
951-8420-0001	SALARIES	-	-	-
951-8810-0001	SALARIES	14,906.45	13,716.82	1,189.63
951-8810-0002	OVERTIME	-	-	-
951-8810-0004	UNIFORM ALLOWANCE	-	-	-
951-8810-0006	WORKERS COMPENSATION	1,320.38	1,100.32	220.06
951-8810-0009	SICK LEAVE PAYOFF	-	-	-
951-8810-0010	MANAGEMENT LEAVE PAYOFF	297.42	297.42	-
951-8810-0012	VACATION/COMP TIME PAYOFF	223.07	223.07	-
951-8810-0016	DEFERRED COMPENSATION	241.38	231.36	10.02
951-8810-0017	PARS-ARS 457	-	-	-
951-8810-0020	PART-TIME HOURLY WAGES	-	-	-
951-8810-0030	PERS PENSION OB BOND	238.92	199.09	39.83
951-8810-0031	PERS PENSION	4,241.75	2,795.12	1,446.63
951-8810-0032	PARS PENSION	538.25	453.51	84.74
951-8810-0033	LIUNA PENSION	8.00	8.00	-
951-8810-0041	MEDICAL INSURANCE	4,554.46	4,425.58	128.88
951-8810-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8810-0043	FLEX ONE-PLAN FEE	-	-	-
951-8810-0044	RETIREE MEDICAL INSURANCE	-	-	-
951-8810-0051	DENTAL INSURANCE-GUARDIAN	244.25	244.25	-
951-8810-0061	VISION INSURANCE	23.23	22.59	0.64
951-8810-0071	LTD	30.41	30.41	-
951-8810-0081	LIFE INSURANCE	30.53	30.53	-
951-8810-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8810-0092	MEDICARE TAX	209.91	192.78	17.13
951-8810-1022	LEGAL SERVICES	1,604.80	1,278.40	326.40
951-8810-1025	CITY AUDIT	7,500.00	3,750.00	3,750.00
951-8810-1026	MEDICAL EXAMS	-	-	-
951-8810-1029	TRAINING AND EDUCATION	-	-	-
951-8810-1030	CONSULTANT	-	-	-
951-8810-1033	FITNESS PROGRAM	13.47	13.47	-
951-8810-1040	PROPERTY TAX ADMIN FEES	-	-	-
951-8810-1041	STATE WASTE DISCHARGE FEE	-	-	-
951-8810-1045	WASTE DISCHARGE FEE	-	-	-
951-8810-2044	COPIER SERVICES	-	-	-
951-8810-2045	MAIL MACHINE MAINTENANCE	-	-	-
951-8810-2052	RADIO REPAIR	-	-	-
951-8810-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8810-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8810-2066	COMPUTER MAINTENANCE	-	-	-
951-8810-2076	CITY OVERHEAD	-	-	-
951-8810-2078	OTHER EXPENSE	-	-	-
951-8810-2090	LIABILITY INSURANCE	-	-	-

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
DECEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8810-3092	STATIONARY SUPPLIES	18.03	18.03	-
951-8810-3095	DEPARTMENT CONSUMABLES	499.82	-	499.82
951-8810-3104	COMPUTER SOFTWARE	-	-	-
951-8810-4121	MEETINGS AND TRAVEL	-	-	-
951-8810-4122	DUES AND MEMBERSHIPS	96.00	96.00	-
951-8810-4124	MAIL SERVICES	-	-	-
951-8810-5132	TELEPHONE	945.00	787.50	157.50
951-8810-6141	EMPLOYEE AUTO REIMBURSEMENT	-	-	-
951-8810-9196	IMPACT FEES	-	-	-
951-8810-9395	VEHICLE MAINTENANCE	18,852.68	15,710.56	3,142.12
951-8810-9396	LIABILITY INSURANCE	-	-	-
951-8810-9397	COMPUTER SYSTEM	2,439.49	2,032.91	406.58
951-8810-9398	CENTRAL SERVICE CHARGES	-	-	-
951-8810-9702	SRAF TRANSFER	-	-	-
951-8820-0001	SALARIES	117,048.85	97,049.61	19,999.24
951-8820-0002	OVERTIME	17,009.81	8,482.18	8,527.63
951-8820-0004	UNIFORM ALLOWANCE	-	-	-
951-8820-0005	PERS	-	-	-
951-8820-0006	WORKERS COMPENSATION	18,135.32	15,112.77	3,022.55
951-8820-0008	UNEMPLOYMENT INSURANCE	-	-	-
951-8820-0009	SICK LEAVE PAYOFF	-	-	-
951-8820-0010	MANAGEMENT LEAVE PAYOFF	259.52	259.52	-
951-8820-0012	VACATION/COMP TIME PAYOFF	1,155.72	1,155.72	-
951-8820-0013	SOCIAL SECURITY TAX	-	-	-
951-8820-0014	LIUNA PENSION	-	-	-
951-8820-0015	PARS PENSION	-	-	-
951-8820-0016	DEFERRED COMPENSATION	1,380.82	1,252.36	128.46
951-8820-0017	PARS-ARS 457	-	-	-
951-8820-0020	PART-TIME HOURLY WAGES	-	-	-
951-8820-0030	PERS PENSION OB BOND	1,071.73	893.10	178.63
951-8820-0031	PERS PENSION	32,740.87	19,898.98	12,841.89
951-8820-0032	PARS PENSION	-	-	-
951-8820-0033	LIUNA PENSION	950.60	791.04	159.56
951-8820-0041	MEDICAL INSURANCE	25,831.99	23,089.42	2,742.57
951-8820-0042	MEDICAL INSURANCE-LIUNA H&W	-	-	-
951-8820-0043	FLEX ONE-PLAN FEE	-	-	-
951-8820-0044	RETIREE MEDICAL INSURANCE	8,215.00	8,215.00	-
951-8820-0051	DENTAL INSURANCE-GARDIAN	987.90	987.90	-
951-8820-0061	VISION INSURANCE	110.68	98.85	11.83
951-8820-0071	LTD	181.36	181.36	-
951-8820-0081	LIFE INSURANCE	166.26	166.26	-
951-8820-0090	EMPLOYEE ASSISTANCE PROGRAM	-	-	-
951-8820-0092	MEDICARE TAX	1,677.60	1,393.48	284.12
951-8820-0094	PW-LABOR COST ADJUSTMENT	-	-	-

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
DECEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
951-8820-0095	OPEB ANNUAL COST	-	-	-
951-8820-0099	TUITION REIMBURSEMENT	-	-	-
951-8820-1028	COMPUTER PROGRAMMING	-	-	-
951-8820-1029	TRAINING AND EDUCATION	-	-	-
951-8820-1030	CONSULTANT	-	-	-
951-8820-1033	FITNESS PROGRAM	56.89	63.64	(6.75)
951-8820-2044	COPY MACHINE MAINTENANCE	-	-	-
951-8820-2049	UNIFORM SERVICE / LAUNDRY	1,694.19	1,406.06	288.13
951-8820-2052	RADIO REPAIR	-	-	-
951-8820-2053	OUTSIDE PRINTING SERVICE	-	-	-
951-8820-2054	EQUIPMENT REPAIR	-	-	-
951-8820-2063	PUBLISHING & LEGAL ADVERTISING	-	-	-
951-8820-2066	COMPUTER MAINTENANCE	-	-	-
951-8820-2068	REFUSE DISPOSAL	-	-	-
951-8820-2073	SUBCONTRACTED WORK	22,935.91	3,255.81	19,680.10
951-8820-2074	SUBCONTRACT - GREASE PROGRAM	-	-	-
951-8820-2087	EQUIPMENT RENTAL	-	-	-
951-8820-3092	STATIONARY SUPPLIES	-	-	-
951-8820-3095	DEPARTMENT CONSUMABLES	4,545.11	3,778.67	766.44
951-8820-3097	SAFETY EQUIPMENT	801.01	801.01	-
951-8820-3102	COMPUTER SUPPLIES	1,312.54	1,312.54	-
951-8820-4121	MEETINGS AND TRAVEL	1,600.00	1,200.00	400.00
951-8820-4122	DUES AND MEMBERSHIPS	2,290.44	2,290.44	-
951-8820-4124	MAIL SERVICES	-	-	-
951-8820-5131	GAS AND ELECTRIC	4,729.50	3,781.74	947.76
951-8820-5132	TELEPHONE	-	-	-
951-8820-5133	WATER	-	-	-
951-8820-6143	VEHICLE MAINTENANCE	-	-	-
951-8820-8183	VIDEO INSPECTION	-	-	-
951-8820-8184	FOG PROGRAM	-	-	-
951-8820-8185	GIS MAINTENANCE & MAPPING	-	-	-
951-8820-8186	PUBLIC WORKS EQUIPMENT	-	-	-
951-8820-8187	DEPARTMENT EQUIPMENT	-	-	-
951-8820-8198	FOG PROGRAM	1,635.00	1,635.00	-
951-8820-9395	VEHICLE MAINTENANCE	-	-	-
951-8820-9397	COMPUTER SYSTEM	8,256.72	6,880.60	1,376.12
951-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
951-8820-9399	INTERFUND TRANSFERS OUT	-	-	-
951-8820-9602	PRINCIPAL	312.60	312.60	-
951-8820-9605	INTEREST EXPENSE	1.87	1.87	-
951-8820-9607	LEASE - SEWER TRUCK	-	-	-
951-8820-9608	LEASE - BACKHOE	-	-	-
951-8820-9999	INTERFUND TRANSFERS OUT	-	-	-
		336,173.51	253,405.25	82,768.26

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
DECEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
952-8820-8186	EQUIPMENT - VACTOR TRUCK	-	-	-
952-8820-8187	DEPARTMENT EQUIP - GENERATOR	-	-	-
952-8820-8188	DEPARTMENT EQUIP - CAMERA	-	-	-
952-8820-8189	RATE STUDY	-	-	-
952-8820-8190	VIDEO INSPECTION	-	-	-
952-8820-8191	PICKUP TRUCK WITH CMS	-	-	-
952-8820-8192	PICKUP TRUCK	-	-	-
952-8820-8193	CONNECTION FEE STUDY	-	-	-
952-8820-8194	SEWER SYSTEM MNGT PLAN UPDATE	-	-	-
952-8820-8195	GRAPHIC INFORMATION SYSTEM	-	-	-
952-8820-8196	LAFCO APPLICATION PROJECT	-	-	-
952-8820-8197	GENERATOR	-	-	-
952-8820-9603	DEPRECIATION EXPENSE	-	-	-
952-8820-9605	INTEREST EXPENSE	-	-	-
952-8820-9606	OTHER DEBT SERVICE FEES	-	-	-
952-8820-9608	LEASE PYMTS-VACTOR (PRINCIPAL)	-	-	-
952-8820-9609	LEASE PAYMENTS 2009	-	-	-
952-8820-9901	LOSS (GAIN) ON ASSET DISPOSAL	-	-	-
		-	-	-
953-8820-0016	DEFERRED COMPENSATION	-	-	-
953-8820-0031	PERS PENSION	-	-	-
953-8820-0032	PARS PENSION	-	-	-
953-8820-0041	MEDICAL INSURANCE-NON LIUNA	-	-	-
953-8820-0051	DENTAL INSURANCE	-	-	-
953-8820-0061	VISION INSURANCE	-	-	-
953-8820-0071	LTD	-	-	-
953-8820-0081	LIFE INSURANCE	-	-	-
953-8820-0092	MEDICARE TAX	-	-	-
953-8820-1030	CONSULTANT	-	-	-
953-8820-2054	EQUIPMENT REPAIR	-	-	-
953-8820-9193	STA 321 UPGRADES	-	-	-
953-8820-9194	PRIME CONTRACTOR	-	-	-
953-8820-9195	AMEND MASTER PLAN	-	-	-
953-8820-9196	TRUNK LINE CLEANING	-	-	-
953-8820-9197	HARCOURT AVE.	-	-	-
953-8820-9198	ORTIZ AVE SEWER LINE CLEANING	-	-	-
953-8820-9199	942 ANGELUS WAY PIPE LINING	-	-	-
953-8820-9201	DEL MONTE LIFT STATION UPGRADE	-	-	-
953-8820-9202	ROSITA LIFT STATION UPGRADE	-	-	-
953-8820-9203	ANGELUS WAY SEWER MAIN UPGRADE	-	-	-
953-8820-9204	DEL REY PARK SEWR MAIN UPGRADE	-	-	-
953-8820-9205	DEL MONTE BL SEWR MAIN UPGRADE	-	-	-
953-8820-9206	MILITARY LIFT STATN REPLACEMNT	-	-	-
953-8820-9207	FREMONT BL SEWR MAIN UPGRADE	779,799.07	399,489.57	380,309.50

**Seaside County Sanitation District
Year-to-Date 2022-2023 Expenses
DECEMBER 2022**

Authorized for Payment by the Board of Directors

ACCOUNT NUMBER	DESCRIPTION	TOTAL CHARGES YTD	TOTAL BILLED YTD	TOTAL DUE
953-8820-9208	LUZERN ST SEWR MAIN UPGRADE	-	-	-
953-8820-9209	LA SALLE AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9210	TIOGA LIFT STN FEASIBILITY	-	-	-
953-8820-9211	BIRCH AVE SEWR MAIN UPGRADE	-	-	-
953-8820-9212	LAFCO APPLICATION	-	-	-
953-8820-9213	NEW MANHOLE INSTALLATIONS	-	-	-
953-8820-9214	DEL MONTE SWR MAIN REPLACEMENT	-	-	-
953-8820-9215	ROOT INTRUSION SWR MAIN RPLC	-	-	-
953-8820-9216	SEWER MASTER PLAN	-	-	-
953-8820-9217	SUTTER ST SEWER MAIN REPLACE	-	-	-
953-8820-9218	SEWER LINE REPLACEMENTS	-	-	-
953-8820-9314	HIGHWAY 1 SEWER LINE CLEANING	-	-	-
953-8820-9398	CENTRAL SERVICE CHARGES	-	-	-
953-8820-9603	DEPRECIATION EXPENSE	-	-	-
953-8820-9604	AMORTIZATION EXPENSE	-	-	-
953-8820-9605	INTEREST EXPENSE	-	-	-
953-8930-2078	OTHER EXPENSE	-	-	-
		779,799.07	399,489.57	380,309.50
954-2010-0044	RETIREE MEDICAL INSURANCE	-	-	-
954-8810-2088	JUDGEMENTS/DAMAGES	-	-	-
954-8810-2090	INSURANCE	59,162.00	59,162.00	-
954-8810-9398	CENTRAL SERVICE CHARGES	-	-	-
954-8810-9605	INTEREST EXPENSE	-	-	-
		59,162.00	59,162.00	-
			951-1009	82,768.26
			952-1009	-
			953-1009	380,309.50
			954-1009	-
DECEMBER 2022 DRAWDOWN				463,077.76

COUNTY OF MONTEREY - AUTHORIZATION of ELECTRONIC FUNDS TRANSFER

DEBIT : COUNTY OF MONTEREY
 Account Number : Wells Fargo Bank
 Account Name : Monterey County Treasurer

CREDIT : CITY OF SEASIDE PUBLIC INTEREST CHECKING

Pay to Bank : [REDACTED]
[REDACTED]

Account No. [REDACTED]
 Routing No. [REDACTED]
 Customer Name: CITY OF SEASIDE

Amount : \$ **496,039.08**

AUTHORIZED SIGNATURES: 1
2
3

AUDITOR : ENTER AMOUNT AUTHORIZED FOR TRANSFER AND SIGN FORM

TREASURER : PROCESS TRANSFER, ENTER DATE OF TRANSFER, SIGN FORM AND RETURN TO AUDITOR

AUDITOR Ana Estrada Deputy Auditor	TREASURER Deputy Treasurer
Date	Date of Transfer

For Auditor-Controller Office use only

Period _____	JV Number _____
Budget Yr. _____	Date _____
	Total _____

DESCRIPTION	AT	FD	BU	ORG	ACCT	REP	CT	DEBIT	CREDIT
Special District Exp.		603			2530				
Cash		603			1001				

Victor Damiani, Finance Director / Administrative Services (831) 899-6721; SCSD

Expenses for November and December 2022

Prepared By: _____ Date: _____

Approved By: _____ Date: _____ Keyed By: _____ Date: _____



**SEASIDE COUNTY SANITATION DISTRICT
STAFF REPORT**

Item No.: 5.B.

TO: Seaside County Sanitation District

FROM: Jaime M. Fontes, District Manager

BY: Nisha Patel, Public Works Director/City Engineer

DATE: February 14, 2023

SUBJECT: ADOPT A RESOLUTION AUTHORIZING A CONTRACT AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED \$28,800 TO PROVIDE CONSTRUCTION MANAGEMENT SUPPORT FOR THE FREMONT, BROADWAY, & ORTIZ SEWER MAIN REPLACEMENT PROJECT

PURPOSE

Adopt a Resolution (Attachment 1) authorizing contract amendment no. 3 to the professional services agreement with Harris & Associates in continued support of the District's Capital Improvement Program (CIP) to perform construction management and inspection services during the construction of the Fremont, Broadway & Ortiz Sewer Main Replacement Project (Project).

RECOMMENDATION

Adopt a Resolution (attachment 1) authorizing contract amendment no. 3 to the professional services agreement with Harris & Associates for an amount not to exceed \$28,800 to provide professional services in continued support of the District's Capital Improvement Program (CIP) to perform construction management and inspection services during construction of the Project and authorizing the District Manager to execute amendment no. 3.

BACKGROUND

On July 16, 2021, the District publicly received and opened bids for the Fremont, Broadway & Ortiz Sewer Main Replacement Project. The lowest responsive and

responsible bid was from Monterey Peninsula Engineering Inc. in the amount of \$2,365,340.

The Project replaced and re-routed existing sewer mains within Broadway Avenue (crossing Fremont Boulevard), Alhambra Street, Del Monte Boulevard in Seaside, and Ortiz Avenue and Holly Street in Sand City. The last sewer mains had the potential for overflow due to insufficient capacity. The project upsized the sewer mains in Broadway from 8-inches to 10-inches, within Alhambra from 12-inches to 15-inches, within Del Monte from 12-inches to 15 inches, within Holly from 6-inches to 8-inches and the trunk main within Ortiz from 21-inches to 24-inches. The sewer mains are sized to accept future flows.

On August 16, 2021, the District approved Resolution No. 2021-04 (SCSD) authorizing a professional service agreement(AG 2021-108) with Harris & Associates in the amount of \$285,500 with a 10% contingency (\$28,550) with a contract value not to exceed \$314,050 to provide construction management and inspection services for the Fremont, Broadway & Ortiz Sewer Main Replacement Project.

On June 27, 2022, the District Manager authorized contract amendment no. 1 to extend the contract by 12 calendar months.

On September 9, 2022, the District Manager authorized contract amendment no. 2 adding a 10% contingency (\$28,550) to the contract as authorized by Resolution No. 2021-04(SCSD) for additional scope and services, adjusting the contract value to \$314,050.

On December 6, 2022, Harris & Associates submitted a proposal for additional scope and services for contract amendment no.3 as a consequence of the additional consecutive calendar days due to construction change orders issued to the construction contractor Monterey Peninsula Engineering, unforeseen field conditions, site-specific circumstances requiring additional project management, construction management, and administration, full-time inspection, including increased materials sampling, testing, and reporting by their subconsultant partner.

The project is required to have daily oversight of the contractor, but the project is currently complete with the exception of receiving close out documents from Harris & Associates.

Staff recommends the Board adopt the attached Resolution (attachment 1) approving amendment no. 3 (attachment 2) to the professional services agreement with Harris & Associates for construction management and inspection services and authorizing the District Manager to execute the amendment.

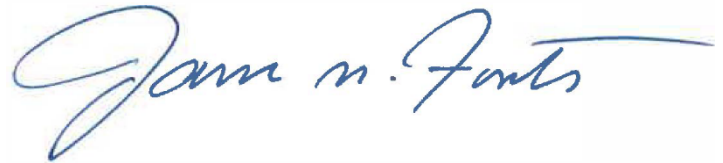
FISCAL IMPACT

The proposed amendment no. 3 to the Professional Service Agreement with Harris & Associates is for a not to exceed amount of \$28,800 for a total contract value of \$342,850.

ATTACHMENTS

1. Resolution SCSD
 2. Amendment 3 to the PSA
-

Reviewed for Submission to the
Board by:

A handwritten signature in blue ink, reading "Jaime M. Fontes", with a long horizontal flourish extending to the right.

Jaime M. Fontes, District Manager

RESOLUTION NO. 2023-XX (SCSD)

A RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT AUTHORIZING A CONTRACT AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR AN AMOUNT NOT TO EXCEED \$28,800 TO PROVIDE CONSTRUCTION MANAGEMENT SUPPORT FOR THE FREMONT, BROADWAY, & ORTIZ SEWER MAIN REPLACEMENT PROJECT

WHEREAS, the Seaside County Sanitation District ("District") has a Capital Improvement Program (CIP) that includes projects for implementation within the fiscal year 2021/2022; and

WHEREAS, the District has determined that it is in the public interest to proceed with the Fremont, Broadway & Ortiz Sewer Main Replacement Project, hereinafter described as the "Project"; and

WHEREAS, on August 10, 2021, the District awarded a construction contract and amended the 2021/2022 adopted Project budget (953-8820-9207) to be \$3,127,000 to fully fund construction of the Project; and

WHEREAS, Harris & Associates (Consultant) was selected by the District to provide project and construction management services for the District; and

WHEREAS, it is necessary for the District to retain Construction Management and Inspection Services throughout the duration of the Project; and

WHEREAS, on August 16, 2021, the District approved a professional services agreement with Harris & Associates in the amount of \$285,500.00 including 10% contingency, \$28,550, to provide construction management and inspection services for the Project; and

WHEREAS, on December 6, 2023, Harris & Associates submitted a proposal for contract amendment no.3 in the amount of \$28,800 as a consequence of the additional consecutive calendar days due to construction change orders issued to the construction contractor Monterey Peninsula Engineering, unforeseen field conditions, site-specific circumstances requiring additional project management, construction management, and administration, full-time inspection, including increased materials sampling, testing, and reporting by their subconsultant partner; and

WHEREAS, the District has determined that the proposed Scope of Work and Budget are reasonable and within the approved Scope of Work and Budget for the Project.

NOW THEREFORE, BE IT RESOLVED, that the Seaside County Sanitation District authorizes the District Manager to execute an amendment no. 3 to the professional services agreement with Harris & Associates for additional construction management support for the Fremont, Broadway & Ortiz Sewer Main Replacement Project for an amount not to exceed \$28,800.00.

PASSED AND ADOPTED at a special meeting of the Seaside County Sanitation District duly held on the 14th day of February, 2023, by the following vote:

AYES: Board Members:
NOES: Board Members:
ABSENT: Board Members:
ABSTAIN: Board Members:

Jerry Blackwelder, Chair
Seaside County Sanitation District

ATTEST:

—
Dominique Davis, District Clerk
Seaside County Sanitation District

CONTRACT AMENDMENT #3
FREMONT, BROADWAY & ORTIZ SEWER MAIN UPGRADES
Seaside County Sanitation District

Date: December 8, 2022

Change Requested by: City X Consultant

Contract Date

August 5, 2021

Project Name

Fremont, Broadway & Ortiz Sewer Main Upgrades

To (Consultant): Harris & Associates, 2 Salinas Street, Suite B, Salinas, CA 93901

You are directed to make the following changes to the Contract Documents or amend the following described work not included in the contract documents for this project.

The purpose of this addendum is to provide additional professional services related to the project named above. The contract terms and conditions shall not be modified except for as stated herein.

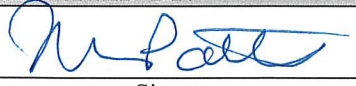
MODIFY the following text in **Section 2, "Services."**

Consultant shall perform the tasks described and set forth in **Exhibit A, Exhibit A-1, Exhibit A-2 and Exhibit A-3** attached herto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance, which is also set forth in **Exhibit A, Exhibit A-1, Exhibit A-2 and Exhibit A-3.**

MODIFY the following text in **Section 5, "Payment."**

- (a) This amount shall not exceed **THREE HUNDRED FOURTY TWO THOUSAND EIGHT HUNDRED FIFTY DOLLARS (\$342,850)** for the total term of the Agreement unless additional payment is approved as provided in this Agreement.

Original Contract Amount	Previous CCO Total (Not including this CCO)	This CCO Total	Revised Contract Amount
\$285,500	\$28,550	\$28,800	\$342,850
Original Contract Time	Original Completion Date	CCO Days To Date (Including This CCO)	Revised Completion Date
14 Months	June 30, 2022	12	June 30, 2023

SUBMITTED BY:		
	Nisha Patel District Engineer	2-9-23
Signature	Name and Title	Date
CITY APPROVAL BY:		
	Jaime M. Fontes District Manager	
Signature	Name and Title	Date

CONSULTANT ACCEPTANCE BY:		
	Frank Lopez, Vice President	February 9, 2023
Signature	Name and Title	Date



Harris & Associates

December 6, 2022

Ms. Nisha Patel, PE
District Engineer
Seaside County Sanitation District
440 Harcourt Avenue
Seaside, CA 93955

FREMONT, BROADWAY, AND ORTIZ SEWER MAINS REPLACEMENTS PROJECT – PROJECT MANAGEMENT, CONSTRUCTION MANAGEMENT, INSPECTION, AND MATERIALS TESTING SERVICES PROPOSAL FOR AMENDMENT NO. 3

Dear Ms. Patel:

Please accept this Proposal for the “*Fremont, Broadway, and Ortiz Sewer Mains Replacements Project*” as Amendment No. 3. The following outlines our additional/increased Scope of Services along with our associated fees. Assumptions and exclusions related to these efforts and commitments are listed below for clarity.

PROJECT UNDERSTANDING

Harris & Associates has been providing “Project Management, Construction Management, Inspection, and Materials Testing Services” for the subject Project since August 2021, which was initially scheduled for a total of two-hundred and ten (210) consecutive calendar days, which is the duration of the Contract Completion as defined by the Construction Contract Documents. Throughout construction, the District and the Contractor have executed three (3) Construction Change Orders that have extended the substantial and final completion dates of this Project. Construction Change Order No. 1, No. 2, and No. 3 granted the Contractor one hundred forty (140) consecutive calendar days, fifty-eight (58) consecutive calendar days, and sixty-one (61) consecutive calendar days, respectively. As noted in our original Proposal and Amendments (assumptions and exclusions), the Project has required Harris & Associates to provide additional professional services as a consequence of the additional consecutive calendar days, unforeseen field conditions, and site-specific circumstances requiring additional project management, construction management and administration, and full-time inspection, including increased materials sampling, testing, and reporting by our subconsultant partner.

ADDITIONAL/INCREASED SCOPE OF SERVICES

Task 1.0 – Project Management

Harris & Associates continued to provide project management services, including working with the District, other stakeholders, performing scope management, cost management, schedule management, as-needed internal progress meetings, administrative duties (i.e. coordination, correspondence, invoicing, etc), and other miscellaneous activities required to execute the Project, but are not clearly listed in the original Agreement, Amendments, or above.

EXHIBIT A-3

Task 2.0 – Construction Management

Harris & Associates continued to provide construction management services, including coordination with the Contractor, leading construction progress meetings, collecting daily construction reports and field records (including photographs), circulating responses to RFIs, circulating submittals and review comments, evaluating progress payment applications, providing construction change order and claims support, and performing other activities required by the Project.

Task 3.0 – Inspection and Field Services (Prevailing Wage)

Harris & Associates continued to provide inspection services, including observation, documentation (i.e., daily construction reports), assessment of Construction Contract Document compliance, and act as a liaison between the Contractor and the District.

Task 4.0 – Construction Administration

Harris & Associates continued to provide construction administration services, including document control through Newforma, throughout the duration of the Project.

Task 5.0 – Materials Testing and Inspection (Pacific Crest Engineering)

Harris & Associates teamed with Pacific Crest Engineering to provide “Materials Testing and Inspection Services” for the trench backfill, aggregate base materials, asphalt concrete pavement, concrete, compaction, and other miscellaneous requirements as needed. We had an amended amount of \$17,500 for their effort, but due to field conditions and site-specific circumstances, additional professional services from Pacific Crest Engineering are required, which totaled an additional \$2,500.

Assumptions and Exclusions:

The following are assumptions made for this Proposal:

- 1) Time commitment is based on the Contractor completing the Work as defined by the Construction Contract Documents by November 30, 2022.
- 2) Time commitment is based on Project Completion by December 31, 2022.
- 3) Assumptions from original Proposal, Agreement, and Amendment(s) remain as written.

The following are exclusions made for this Proposal, but are not intended to represent an exhaustive list:

- 1) Any time commitment associated with supporting the District, or their legal counsel, amid an on-going dispute between Monterey Peninsula Engineering (MPE) as the Contractor, and Underground Boring Systems (UBS) as MPE’s Subcontractor. Harris & Associates has been supportive thus far considering the circumstances, but moving forward, this Project will be unable to support such a time commitment and resulting costs;
- 2) Any and all changes in the Scope of Services not part of this Amendment.
- 3) Additional and/or optional support services, unless specifically requested and agreed upon in written Amendment.

PROJECT SCHEDULE

‘Final Completion’ for the Contractor was November 30, 2022, and for Harris & Associates, will be on or before December 31, 2022.

EXHIBIT A-3

PROPOSED FEES

The proposed fees for the additional/increased Scope of Services are as follows and will be provided on a Time and Materials (T&M) basis, not to exceed the budgeted amount.

Task 1.0 – Project Management: \$1,800

Task 2.0 – Construction Management: \$9,000

Task 3.0 – Inspection and Field Services (Prevailing Wage): \$12,500

Task 4.0 – Construction Administration: \$3,000

Task 5.0 – Materials Testing and Inspection (Pacific Crest Engineering): \$2,500

TOTAL PROPOSED FEE: \$28,800

Sincerely,

Harris & Associates, Inc.



Jason Caprio, PE, PMP

Engineering Manager

Engineering + Design Services

(661) 319-9251 Jason.Caprio@WeAreHarris.com