

Tom Fayram, President
Brad Ross, Vice President
Julie Kennedy, Director
Lisa Palmer, Director
Greg Parks, Director



LOS OLIVOS COMMUNITY SERVICES DISTRICT

Posted: 12-27-2022

SPECIAL MEETING

December 30, 2022, 6:00 PM

St Mark's in the Valley Episcopal Church – Stacy Hall

2901 Nojoqui Ave, Los Olivos CA 93441

Please observe decorum and instructions from the President

This meeting will be held both in-person and electronically via Zoom meetings. In-person the meeting will be held at the following location:
St Mark's in the Valley Episcopal Church, Stacy Hall - 2901 Nojoqui Ave, Los Olivos CA 93441

The public will also be able to hear and participate electronically by using the following links:

On Zoom:

<https://us06web.zoom.us/j/82515801920?pwd=VHFQd1VDZUVucFZXZEVEdVhzVjhkQT09>

By Phone:

Meeting ID: 825 1580 1920 Passcode: 378600

One tap mobile +16694449171,,82515801920#,,,,*378600# US

The Los Olivos Community Services District is committed to ensuring equal access to meetings. In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in a disability-related alternative format, please call 805.500.4098 or email to losolivoscscsd@gmail.com. Any public records, which are distributed less than 72 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at a location to be determined in Los Olivos, California 93441.

MEETING AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENTS

Members of the public may address the Committee on any items of interest within the subject matter and jurisdiction of the Committee but not on the agenda today (Gov. Code - 54954.3). The public may also request future agenda topics at this time. Speakers are limited to 3 minutes. Due to the requirements of the Ralph M. Brown Act, the District cannot take action today on any matter not on the agenda, but a matter raised during Public Comments can be referred to District staff for discussion and possible action at a future meeting.

5. BUSINESS ITEMS

A. CONSIDERATION OF FOUR CONTRACTS FOR ENGINEERING AND TECHNICAL SERVICES; REGEN (\$10,600), NV5 (\$26,520), REGEN (\$40,000), AND NV5 (\$84,020).

Proposals from REGEN, Inc. and NV5, Inc. were reviewed by an ad hoc Technical Committee appointed by President Fayram in May 2022. The ad hoc committee consisted of President Fayram, Vice-President Ross, and General Manager Savage. No specific recommendation was made by the Technical Committee. Instead, all four proposals are being brought to full Board of Directors for consideration and possible approval. All of the proposals are intended to further the District's understanding of gravity collection, septic tank effluent pumping (STEP), and/or advanced on-site approaches. The proposals (in cost order) include:

1. REGEN – An hourly contract, not to exceed \$10,600, to provide a comparison and recommendation on gravity, STEP, and advanced on-site alternatives being considered by the LOCSD. A brief set of pros/cons for each alternative would be provided.
2. NV5 – An hourly contract, not to exceed \$26,520, to provide a detailed comparison of gravity versus STEP collection approaches.
3. REGEN – An hourly contract, not to exceed \$40,000, to provide a “30% Design” for STEP. The proposal includes system layouts in sufficient detail for estimating purposes, technical documentation and issue enquiries for all major equipment for the purposes of developing the capital, operating cost, and repair and replacement frequency and cost estimates.
4. NV5 – An hourly contract, not to exceed \$84,020, to provide a detailed analysis of STEP versus traditional collection approaches, plus an evaluation of installing advanced on-site treatment systems for residential properties in lower density areas with larger lots. The contract would include the development of a conceptual combined (hybrid) collection system layout.

Authority is being sought for the President and/or General Manager to sign a District Counsel approved contract with any selected vendors.

6. ADJOURNMENT

ITEM 5A – TECHNICAL PROPOSALS

TECHNICAL PROPOSALS



Guy Savage <gm.locsd@gmail.com>

Re: Los Olivos Effluent Sewer Design Services

1 message

Tristian Bounds <tristianb@regenaec.com>
 To: Guy Savage <gm.locsd@gmail.com>
 Cc: Thomas Fayram <tom.fayram.locsd@gmail.com>

Mon, Dec 12, 2022 at 4:22 PM

We definitely don't need to use the existing plan if that approach doesn't seem like it would be helpful. There are many ways to skin a cat, at the end of the day you'll want to have something that is valuable to the district, with an actionable plan that incorporates specific recommendations that fit the needs of the community. I'm here to help in whatever way the district believes provides the greatest value.

Tristian

On Mon, Dec 12, 2022 at 10:24 AM Guy Savage <gm.locsd@gmail.com> wrote:

Tristan,

I'm including Tom in this email. I'm a bit torn on whether an update would be helpful, perhaps he has an opinion.

Guy

 Guy Savage
 General Manager
 Los Olivos Community Services District
 (805) 500-4098
www.losolivoscsd.com

----- Original message -----

From: Tristian Bounds <tristianb@regenaec.com>
 Date: 12/12/22 6:02 AM (GMT-08:00)
 To: General Manager - LOCS D <gm.locsd@gmail.com>
 Subject: Re: Los Olivos Effluent Sewer Design Services

Guy,

Thank you for sharing this.

Do you believe it would be a worthy effort for me to assist the district in updating this "management plan" with the expectation that we will include recommendations as well?

I will review this thoroughly this week, but believe that with this in hand, and utilizing it as a template, we can accomplish what the district is needing in a short period of time. As you mentioned, we can start out with a contract for up to 40 hours of engineering review and consulting time (which would include updating this document and producing a final version). My wife is a technical writer and assists with all of my reports, so I will have her spend a few hours organizing, editing, and creating a more accessible document as well.

As discussed, I do have ties to Orenco that some may assume would lead to bias, however, I take my engineering oath and ethics very seriously so when working through my engineering firm capacity to evaluate options and assist communities I'm equipment agnostic. In this case, I will not be specifying equipment, rather looking at the general alternatives best suited for your community. Please let me know if we need to take this specific topic into deeper discussion.

The compensation for this will be capped at \$10,600. If there is time necessary above and beyond this I would wait for an approval before proceeding. Please let me know if this sounds like a reasonable approach and I can draft a contract.

Best,
 Tristian Bounds, PE
 Regen AEC

Agenda Packet

On Fri, Dec 9, 2022 at 6:42 PM General Manager - LOCSD <gm.locsd@gmail.com> wrote:

Tristian,

I got to thinking about the process and "facility planning effort" you were describing this morning. While the District never completed the document you described, I do think the County went through the process before the District was formed; the result being the attached WWMP. I see three problems with it:

- 1. It was done 8 years before the District was formed (and is now 12+ years old)
- 2. The District did not exist and locals were not sufficiently focused on the problem enough to weigh in on the document
- 3. It did not make a specific recommendation

This last one is the particular struggle we are faced with now. Had it said, "gravity, community wide" (or some other specific solution or hybrid set of solutions) we might have a better position from which to move forward. However, in some ways, it is very good that it didn't make a recommendation as the community and its elected Board can now have that debate locally.

Guy

On Thu, Dec 1, 2022 at 3:16 PM Tristian Bounds <tristianb@regenaec.com> wrote:

Guy,

It was great speaking with you the other day. Please find the attached preliminary proposal for assistance with the design of your effluent sewer project. This is the first cut at a proposal, if you feel there are elements that need to be adjusted or changed please let me know.

Please let me know when you've had a chance to review and we can schedule a follow up call.

Best,

Tristian Bounds, PE
Regen AEC

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Tristian Bounds PE

Principal Engineer | Regen PLLC

m: 541.580.2980

213 S 11th St. Boise, ID 83702

www.regenaec.com

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Guy Savage
General Manager
Los Olivos Community Services District
PO Box 345, Los Olivos, CA 93441
(805) 500-4098
www.LosOlivosCSD.com



December 5, 2022

Guy Savage
Los Olivos Community Services District
PO Box 345
Los Olivos, CA 93441

Subject: Proposal for Evaluation of STEP vs. Conventional Wastewater Collection System for Los Olivos

Dear Mr. Guy Savage:

NV5, Inc. (NV5) is pleased to submit this proposal to Los Olivos Community Services District (LOCS D) to provide preliminary engineering services in support of the proposed septic-to-sewer conversion project. LOCS D seeks to compare advantages and disadvantages of installing a Septic Tank Effluent Pumping system (STEP) vs. a conventional gravity collection system to convert the community from individual septic systems to a community-wide sewer collection system with treatment.

Based on your request, this proposal describes preliminary engineering services based on information provided by the LOCS D and NV5's experience with septic-to-sewer conversion projects. We understand LOCS D has proceeded with the preliminary design (30% design level) of a conventional gravity collection system (service laterals, gravity sewer pipelines and manholes) to convey wastewater within the community to a central wastewater treatment facility. Based on anticipated costs, LOCS D is interested in evaluating installing a STEP system instead of a conventional gravity system to serve both residential and commercial users in the community to convey flow to the central wastewater treatment facility. NV5 will compare both collection system types, including advantages and disadvantages, risks, operational complexity, and anticipated costs (prepared by LOCS D suppliers and consultants), and summarize findings in a brief technical memorandum. The technical memorandum is intended to be a high-level comparison of both systems to support LOCS D's decision to continue forward with the installation of a conventional collection system or change to a STEP system.

Please find attached a scope of services and fee estimate for the project. We propose to perform the work on a time and materials basis. If the enclosed proposal meets with your approval, please provide NV5 a task order under the terms and conditions of our existing agreement. This proposal is valid for 90 days.

We appreciate your consideration of NV5 for this challenging engineering project and look forward to continuing our relationship with the LOCS D. Please contact Julian or Jeff at your convenience to discuss this proposal and the project in greater detail.

Sincerely,

NV5, Inc.

Julian Palacios, P.E.
Engineering Manager

Jeff Cooper, P.E.
Senior Vice President

Scope of Services

The Los Olivos Community Services District (LOCSD) is in the process of implementing a sewer collection and treatment system to reduce impacts on groundwater quality from the continued use of individual septic systems for residential and commercial properties. The scope of this project includes evaluating a STEP collection and conveyance system compared to a traditional gravity collection system in support of the LOCSD septic-to-sewer project.

Based on project scoping discussions with LOCSD, NV5 developed the scope with the following assumptions:

1. This evaluation is limited to compare alternatives for collection and conveyance of wastewater to a centralized wastewater treatment facility. Comparison of treatment technologies, disposal, reuse, permitting, or environmental requirements is not part of this scope of services.
2. The evaluation will be based on LOCSD provided preliminary/conceptual design plans and cost estimates prepared by consultants and STEP system suppliers.
3. NV5 will review construction cost opinions prepared by LOCSD's consultants and suppliers for general guidance. Preparing construction cost opinions and estimates for each alternative is not part of this scope of services.
4. Due to variations in the bidding market, cost of materials, equipment and labor, NV5 does not guarantee cost opinions and estimates as compared to actual bids received and actual projects costs to the LOCSD.
5. A comprehensive review or feasibility analysis of each alternative as currently developed is not included in this scope of services.
6. Coordination with other agencies, with the exception of the LOCSD, is not included.
7. Information about the ownership (LOCSD or property owner) and the responsibility for the operations and maintenance of the potential individual STEP pumps is currently unknown at this time.

Task 1 Project Management and Meetings

NV5's project manager shall supervise the project team, coordinate with the LOCSD, monitor project budget and schedule, and provide updates to the LOCSD Project Manager.

Project Meetings

Project Kick-off Meeting – Attend one (1) kick-off virtual meeting, prepare agenda, discuss project scope and schedule, prepare list of required information, and discuss document submittal and review process. NV5 shall prepare meeting minutes within five (5) days of the meeting and distribute electronically to attendees for review.

Progress Meeting – NV5 shall attend progress, coordination, and submittal review meetings with the LOCSD during development of the technical memorandum. NV5 will prepare a meeting agenda; update the LOCSD on action items from previous meetings, pending decisions, and project schedule; and prepare meeting minutes within five (5) days of meeting and distribute electronically to attendees for review. A total of one (1) progress meeting is anticipated.



Deliverables

Meeting agendas, minutes, and progress reports electronically in PDF format.

Task 2 Existing Information Review

NV5 shall collect and review existing information relevant to the project, including preliminary design documents and construction cost opinion of the gravity collection system developed by LOCSO's consultant and STEP system conceptual design developed by the supplier. The review of existing information will assist to identify potential opportunities and constraints for installing the proposed collection system alternatives.

Task 3 Technical Memorandum

NV5 will review the information gathered from existing documents to evaluate both collection system alternatives (STEP and conventional gravity). NV5 will research community STEP systems implemented in California and attempt to obtain feedback from owners and operators regarding capital cost, operation and maintenance costs and issues, working with property owners and risks, long-term reliability, advantages and disadvantages, and other recommendations. NV5 will attempt to outreach and interview owners and operators for up to two (2) community STEP systems. NV5 anticipates that not all owners or operators that have been contacted will respond or be willing to discuss their experiences operating the STEP systems.

The evaluation will include a brief description of the proposed collection system for each alternative (Zone I and II), including anticipated considerations of individual residential/commercial pump systems (pumping individual tanks, pump replacement frequency), use of a proprietary system vs. traditional technology, information gathered during research of similar systems installed in the area/State, and life-cycle cost considerations.

Alternative evaluation and considerations will be summarized in a brief technical memorandum, including identified advantages and disadvantages of both collection system alternatives. The technical memorandum is not intended to provide definitive direction to the LOCSO on which alternative to select moving forward with for the septic-to-sewer project. The technical memorandum will include a general discussion on potential opportunities and constraints identified for each alternative. A detailed analysis of the STEP system or preliminary collection system design is not anticipated or included.

NV5 will meet with the LOCSO to discuss the evaluation of alternatives, review of estimated costs prepared by others, and identified advantages and disadvantages.

Deliverables

Draft and Final Technical Memorandum electronically in PDF format.

Exclusions

While the services provided below are not included within this project scope, they are within the capabilities of NV5 and can be provided if requested by the LOCSD. Scope, fee and schedule for each service will be negotiated prior to commencing any work.

1. Preliminary or Final Design
2. Permitting assistance
3. Additional progress and coordination meetings beyond our estimate within this proposal
4. Coordination with property owners, if needed.
5. Environmental documentation

Proposed Compensation

NV5 proposes to perform the scope of services on a time and material basis with a not-to-exceed fee of \$26,520. NV5's project budget is based on the assumptions described above. NV5 will invoice work for this task order based on the actual hours spent, on a time and materials basis. If the anticipated budget is expected to be exceeded, NV5 will request authorization from the LOCSD prior to performing additional services.



Preliminary Proposal for:
**LOS OLIVOS WASTEWATER
COLLECTION SYSTEM
ENGINEERING SERVICES - 2022**

Los Olivos, CA
November 9th, 2022

Prepared for:
Los Olivos Services District

Prepared by:
Regen AEC, PLLC
213 S 11th St
Boise, Id 83702
(541) 580-2980



November 10, 2022

Los Olivos Services District

Re: *Effluent Sewer Design Engineering Services for Los Olivos, CA - 2022*

Members of Selection Committee:

We are pleased to present our credentials to serve as the design engineer for the Los Olivos effluent sewer collection system. The professionals at Regen AEC have represented public and private clients for more than two decades, and we would be privileged to provide our services to Los Olivos. Having worked with many small communities around the country, we believe a partnership with Regen would have a tremendous impact on the community's satisfaction and bottom line. Our company is dedicated to putting communities and clients before profits.

Regen is experienced in evaluation of both wastewater collection and treatment alternative with the knowledge necessary to evaluate all aspects of the financial sustainability performance objectives including working capital, debt coverage, equipment, and revenue sufficiency to meet operating needs, while working with communities or clients to ensure all avenues are explored.

With the knowledge accumulated over decades of research, design, and specification, Regen has worked to utilize GIS information to estimate collection systems layouts, equipment, and accurately estimate the current costs for installation of selected collection equipment.

The attached proposal outlines our preliminary qualifications and scope of work. Tristian Bounds will be the authorized representative responsible for negotiations and signing of any contract which may result from acceptance of proposals.

Should you have any questions, please feel free to contact us. We look forward to working with you.

Sincerely,



Tristian Bounds, PE
Principal and Owner - Regen AEC

INTRODUCTION

We appreciate the opportunity to be considered for the *Los Olivos Collection System Design Service*. Regen works directly with our clients to identify the project requirements and fundamentals, developing designs and solutions using the latest technologies and processes as proven from our experience, to maximize cost-effectiveness, and cradle-to-cradle sustainability.

Regen is committed to the protection and reuse of our water resources. The collection, treatment, and reuse of treated water has been a focus of our research and development for years. This project is an exciting opportunity for us as it is directly within our realm of expertise, is in a town we have been working with for years, and it could include innovative approaches to water resource management. These innovative approaches are the projects that we are most excited about and dedicated to.

Services

Regen proposes to develop a collection system design utilizing effluent sewer technology.

We will evaluate effluent sewer configurations that will be a viable and sustainable solution for the collection and transport of Los Olivos wastewaters to a central location for treatment and meet all California and/or Federal requirements; address potential groundwater issues; and protect the local watershed area.

We propose to develop the design quickly and efficiently within the context of sustainability triple bottom line:

- Economic affordability,
- Social acceptance,
- Environmental stewardship.

The Regen team will approach the project with the intent that our services will allow for quick approval through all agencies.

PROJECT SCOPE & APPROACH

The Los Olivos collection system design will document layout, specifications, and construction documents within the unincorporated community of Los Olivos, CA. The Regen team would recommend future build-out scenarios and would evaluate the consequences for wastewater flows, collection, treatment, dispersal, and financing associated with collection system layout and design.

Los Olivos has ongoing groundwater nitrate concerns which require a high level of treatment prior to wastewater from individual septic systems discharge of effluents. This causes high capital and operational costs for wastewater treatment within the community. Due to these high costs and polluted aquifer, the community has been working towards a community-based solutions for many years.

The current stakeholders involved in the initial sewer investigation believe the use of an effluent sewer for collection of wastewaters is the premier alternative for their community.

The effluent sewer collection system design will focus on alternative collection system layouts, hydraulic grade line analysis, capital and operational expenditures, detailed design drawings and specifications, and construction documents to allow for permitting and installation of a full collection system within the boundaries of the unincorporated community of Los Olivos.

Scope of Work

Los Olivos Collection System Design will consist of a communication strategy; summary of existing systems; evaluation of alternatives and recommendations for effluent sewer collection; recommendations for governance options; and a road map for implementation, including an evaluation of financial options and management requirements. Regen will focus on providing the best service possible to meet all required deadlines, provide immediate response, and offer economic solutions. It is our goal that all parties will be completely transparent and enjoy the experience of working together to fix problems and provide working solutions that we are all proud of. Wastewater solutions are our focus, and this project will be our top priority.

Approach

Stage 1 – Preliminary Analysis (Days 1-30)

This Stage is essentially a production exercise, in which the preliminary design of the collection, are evaluated through the CapX, OpX, and R&RX analysis.

In undertaking the work, Regen will manage the process in order to:

1. Provide a fair and neutral analyses of alternatives
2. Evaluate systems that are fit for purpose
3. Deliverables based on best value for money evaluation

The main activities planned for this Stage are:

1. Complete engineering preliminary design (30%) and system layouts in sufficient detail for estimating purposes and prepare materials takeoffs in all major areas.
2. Prepare technical documentation and issue enquiries for all major equipment for the purposes of developing the capital, operating cost, and repair and replacement frequency and cost estimates.
3. Commence capital, operating cost, and repair and replacement estimates.
4. Prepare a Project rubric document suitable to evaluate pros and cons of various alternative routes and system configurations. Rubric general basis will be approved by review group prior to acceptance of basis.
5. Undertake technical audits throughout the design process.

Stage 2 – Engineering Design & Analysis (Days 45-90)

Stage 2 will continue to build off the data and engineering produced in stage 1, with an emphasis on community connection and discussion. A kick-off meeting will help establish a common focus, identify, and understand major constraints, confirm the overall project scope, establish communication plan, agree on major reference data, establish priority list for Stage 1, and confirm overall schedule. The kick-off meeting, detailed team briefings and site visit will involve the core team and others as required and approved.

A 4-week rolling schedule based upon the key dates will be used to establish clear lines of communications for the collection and passage of information. This will be vital to ensure adequate data flows through for the continuing phases of the work in a seamless process.

The main activities planned for this Stage are:

1. Complete engineering preliminary design (50-60%) and system layouts in sufficient detail for refining estimates and prepare accurate materials takeoffs in all major areas.
2. Prepare technical documentation and issue enquiries for all major equipment for the purposes of developing the capital, operating cost, and repair and replacement frequency and cost estimates.
3. Developed design drawings to sufficient represent preliminary design.
4. Undertake technical audits throughout the design process.

Stage 3 –Final Design Phase (Days 90-150)

The development of final design and approval will include the following:

1. Complete engineering design and system layouts in sufficient detail for construction purposes and prepare materials takeoffs in all major areas.
2. Prepare technical documentation and details for all major equipment for the purposes of developing the capital, operating, and repair and replacement frequency and budget.
3. Permitting, site work, inspections, construction oversight, and project finalization.
4. Undertaking technical audits throughout the design process.

External audits will have been completed and incorporated into all documentation.

Deliverables

The ultimate deliverable of the collection system design contract will be the *Los Olivos Wastewater Collection System Design*, which will be presented in a logically sequenced, succinct document set, with references appendices and a set of indexed back-up data that supports the design outcomes.

Project Schedule

Time of Performance Phase 1

Estimated timeframe for phased engineering work

- | | |
|---|----------|
| 1. Preliminary Analysis & Budgeting (30%) Design: | 30 Days |
| 2. Draft Preliminary Design (50%): | 90 Days |
| 4. Final Design(100%): | 150 Days |
| 5. Construction Documents: | 180 Days |

FIRM CAPABILITIES & EXPERIENCE

This Regen led team are consulting firms dedicated to helping small communities integrate sustainable wastewater infrastructure into their neighborhoods. Our people have the passion, the drive, and the creativity to produce high quality work effectively and efficiently. We deliver highly technical water and wastewater planning, design, and construction management services for public and private clients across the West Coast.

For the *Los Olivos collection system design*, the teams of Regen AEC will develop accurate evaluations of collection systems alternatives for each site within the community. Regens teams experience is unique to wastewater consulting, from collection to dispersal or reuse. The team brings over 40 years of experience delivering sustainable wastewater projects to small

communities around the world. The skills acquired during this time were gained by performing facility planning, feasibility evaluations, full designs, and design reviews of proposed wastewater systems from many of the best engineering firms in the world. These designs include evaluation of the four different types of wastewater collection, and a myriad of different wastewater treatment processes that ranged from simple facultative lagoons to complex Membrane Bio Reactors. Designs have included wastewater collection layout, and sizing, along with treatment facility configuration and sizing, and dispersal or reuse systems to meet varied discharge requirements from around the world. Through the years, the Regen team has witnessed the absolute best designs as well as some of the worst – we have seen it all, learned from the best, and utilized that experience in all our design services.

Each team member is experienced in both presentation and community outreach and can present relevant information in a concise and easily understood way. These skills have been honed through presenting at major conferences around the world, presenting in public hearings, and engaging in local meetings.

Project Team

Project Principal

Principal, Regen AEC, LLC – Tristian Bounds, P.E.

Tristian is the owner and principal of Regen AEC, PLLC, the premier decentralized wastewater design firm in Boise. He has over 20 years of experience in the wastewater engineering and reuse fields and provides design services to scores of districts, developers, and clients. Having been responsible for facility planning, engineering design, construction oversight, operations and maintenance and system troubleshooting on systems from Oregon to New Zealand. His expertise is in equipment analysis, specification, and design, with many years of experience designing and installing systems in difficult situations such as extreme climates, high groundwater, or nutrient sensitive water bodies, and overseas.

Tristian founded multiple engineering firms over the past 10 years, recently moving to Boise, and partnering with a local architects and engineers to develop Regen AEC. Together, the Regen team has specialized in planning, permitting, design and specification, and construction oversight of projects in various parts of the world.

Tristian will be heavily involved in all aspects of the study, including working directly with community members, managers, key staff, and consultants to ensure the best result possible.

Key Advisors

President, Orenco Systems Inc – Terry Bounds, PE

Terry has over 50 years in the wastewater industry, many of which have been focused on helping to guide small communities secure sustainable wastewater solutions. Terry spent fourteen years as a special studies engineer for the Douglas County, Oregon, Public Works Department. During that time, he worked on a wide variety of engineering projects, most notably the pioneering 2,300-unit effluent sewer (STEP/STEG) system in Glide, Oregon. He did much of the research that led to the decision to use STEP/STEG technology at Glide, and then designed the community's collection and treatment system.

In the early 1980's, Terry became an owner of Orenco Systems Inc., a Roseburg, Oregon, company created to design and manufacture carefully engineered equipment for onsite treatment systems and decentralized effluent collection systems.

President, Orenco Systems Inc – Mike Parker, PE

Principal and senior level project manager with over 31 years of experience in municipal projects. He is well acquainted with the special needs of municipalities. Mike specializes in water and wastewater treatment design, plan reviews, stormwater, and transportation systems. He has experience in plan and specification review, preparing master plans, inflow and infiltration analysis, and rehabilitation projects. Mike has extensive experience working for municipalities as a consultant and working as a public employee. Mike was the Public Works Supervisor for the City of Winston and Assistant City Engineer / Assistant Public Works Director for the City of Camas, Washington.

Firm Capabilities

Resources

Regen currently has the capacity available to meet the needs of the *Los Olivos collection system design*. This is possible through the dedication to Los Olivos that we are willing to make, and the drive of each team member to produce the absolute best work product available. Additionally, with the experience of the team, and the team's access to the GIS software, the development of many components within the study will be expedited and accurate.

We utilize Smartsheets for project management and coordination, including developed Gantt charts and regular project check in schedules. Every document and drawing produced is reviewed and checked for accuracy by a second set of eyes within the company. Additionally, documents are reviewed by an outsourced technical writing professional for accessibility, accuracy, and editing.

Our policies regarding quality and cost control are established through our strict adherence to the defined contracted scope of work at the onset of each project. We are diligent to complete our work for the agreed upon amount and within the agreed upon timeframe. If there is scope creep outside of our scope, we require approval by the client before proceeding with work outside of scope. Any approved work outside of scope will be billed hourly or based on an agreed upon not to exceed bid.

Other On-Going Projects

Regen is a multi-disciplinary Architecture, Engineering, and Construction company with multiple engineers and architects working on multiple projects at a time. As a small firm we are capable of paying close attention to our clients and are confident that on-going projects will not interfere with the dedication and focus we will put towards Los Olivos.

Recent Similar Projects

2020-Present Spring Rock Development Wastewater Treatment and Reuse - Kuna, Idaho

Regen has provided design and permitting services for the Spring Rock planned community located in Kuna, Idaho. The planned community includes 2,000 homes, schools, commercial establishments, sports facilities, etc. The work includes Facility Plan, Preliminary Technical Report, Plan of Operation, Preliminary Engineering Reports for lift stations and water reuse facility, Technical Financial and Managerial Plan, Plans and Specifications, Operations and Maintenance Manuals, and all final inspections of work. Treatment includes secondary treatment, tertiary treatment, disinfection, and Class A Reuse for irrigation of residential lawns and public areas.

- Key Staff Involved: Tristian Bounds PE
- Engineering Fee Budgeted: \$250,000
- Project Duration: 10 Yr. Through 4 phases of Construction

- On Time/On Budget: Yes

2022 Heritage Estates – Nampa, Idaho

Regen Engineering provided design and permitting for the Heritage Estates collection and reuse facility located in Nampa, ID. The design included collection, treatment, and reuse systems design and permitting. The effluent sewer design serves 99 homes through hilly terrain. Treatment includes secondary treatment, tertiary treatment, disinfection, and surface irrigation.

- Key Staff Involved: Tristian Bounds, PE
- Engineering Fee Budgeted: \$65,000
- Project Duration: 1 Yr.
- On Time/On Budget: Yes

ENGINEERING COMPENSATION

The client will compensate engineer for the work specified above. Costs shall constitute complete compensation for all direct labor, payroll burden, general and administrative overhead, profit, travel, equipment, and materials necessary to complete the tasks as set forth in the Scope of Work. Fees associated with application and permitting are not included.

Compensation for initial Scope of Work not to exceed:

1. Stage-1 Preliminary Effluent Sewer Analysis:	\$40,000
2. Stage-2 Further Analysis & Design:	\$TBD
3. Stage-3 Final Analysis & Design:	\$TBD

Our proposed compensation is a fixed price contract sum of Forty Thousand dollars (\$40,000). Billing for the remainder of the cost will be based on percentage of completion with the final amount due after 30% report submission.

Our fees do not include permitting costs or industry standard reimbursable costs such as project printing, renderings requested by the owner, travel above maximum proposed trips, and requested changes to the project scope once the design and documentation have been accepted. For those items that are determined to be reimbursable, we will invoice them at 1.10 times the amount from the vendor.

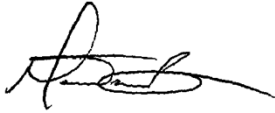
Principal engineer Tristian Bounds has many years of experience working on collection system designs around the country, and with multiple regulatory jurisdictions.

We always do our best to:

- Communicate openly
- Listen and learn
- Be flexible
- Exceed expectations
- Provide technical support

We would be honored if chosen and promise to treat this opportunity with the respect and dignity it deserves, from the kick-off meeting to the project close-out.

Best Regards,



Tristian Bounds, PE
Regen AEC
tristianb@regenaec.com

SUPPORTING INFORMATION

Resumes

Attached in Appendix A

Insurance

Attached in Appendix B

References

Attached in Appendix C

Draft Fee Schedule

Attached in Appendix D

Publications

Bounds; "Nitrogen reduction treatment systems for long term operations", World Water Magazine September/October 2019

Bounds; "Net Positive Water", Living Future Conference Proceedings, 2017

Bounds; "Responsible Water Recycling: Decentralized Solutions for Water Reuse", World Water Magazine November/December 2017

Bounds; "Wastewater Treatment goes Solar", World Water Magazine March/April 2013

Awards

Regen; "2021 City of Boise Building Excellence Award / Excellence in Sustainability", Boise, ID

APPENDIX A (RESUMES)



NATHAN TRISTIAN BOUNDS, P.E.

REGEN AEC, PLLC | (541) - 580 - 2980 | tristianb@regenaec.com

QUALIFICATIONS

Accomplished civil engineer with significant experience in water and wastewater collection and treatment. Background includes developing new treatment process and equipment, as well as designing state-of-the-art treatment facilities. Developed engineering work experience in a high-tech manufacturing environment. Skilled in staff supervision, collection and treatment systems design, system troubleshooting, technical evaluation, and construction oversight. Experience with customer service, technical sales, international development, and interpersonal social skills.

LICENSE

Professional Engineering License (P.E.) from the Board of Professional Engineers and Land Surveyors, State of Oregon, U.S.A. #74747PE (December, 2007)

EXPERIENCE RECORD

Principle & Founder

1-1-2019 to Present | Regen AEC, PLLC. | 220. N 10th St., Boise, ID 83702

Character of Work:

- High Performance Building Design including Civil engineering, wastewater collection and treatment systems design, nitrogen reduction facilities, facility planning; project cost estimating, sustainable wastewater infrastructure specifications, grey water treatment and reuse, blackwater reuse, underground vessel design, and other engineering-related functions including civil engineering, structural engineering, microbiology, etc.

Tasks:

- Complete engineering design, specification, and inspection.
- Specializing in sustainable systems design including alternative materials, energy sources, and water reuse.
- Construction and Construction Management
- Develop facility plans.
- Specializing in difficult wastewater collection system analysis.
- Provide construction oversight and facilitate commissioning of systems as well as operation and maintenance assistance and process troubleshooting.

APPENDIX B (INSURANCE)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/06/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alex Hunt Insurance, LLC 195 North 200 East Logan, UT 84321	CONTACT NAME: Alex Hunt
	PHONE (A/C, No, Ext.): 435-753-1573 FAX (A/C, No): 435-752-0737
	E-MAIL ADDRESS: alex.hunt@american-national.com
INSURED REGEN PLLC 220 N 10TH STREET BOISE, ID 83702	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: American National Property & Casualty 28401
	INSURER B: Hartford Casualty Insurance Company
	INSURER C: HISCOX PRO -Insurance Intermediaries, Inc
	INSURER D:
	INSURER E:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	X	1101E0031	03/18/2021	03/18/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMPIOP AGG \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	X		1101C0220	03/18/2021	03/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE	X		1101X0592	03/18/2021	03/18/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	45 WEC AD5MGR	06/26/2020	06/26/2021	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	HISCOX PRO Professional Liability			ANE4754807.21	03/25/2021	03/25/2022	Aggregate Limit 1,000,000 Each Claim Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Owner; Equity LifeStyle Properties, Inc.; Realty Systems, Inc.; their respective subsidiaries, affiliates, shareholders, beneficiaries, partners, nominees, agents, associated entities and trusts; and the respective officers and directors of each to be listed as Additional Insured for both ongoing and completed operations, with respect to Commercial General Liability.

Coverages evidenced above are Primary and Noncontributory. No business use exclusion applies for the Automobile policy.

CERTIFICATE HOLDER (Signature area)	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE (Signature: Alex Hunt)
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APPENDIX C (REFERENCES)

References			
Project Manager	Client	Contact	Project Description
Tristian Bounds	Ten Mile Creek	Chris Finley (208) 867-3884 chris@chrisboise.com	In 2020 Regen began working on a master plan facility plan for the Spring Rock Development for Ten Mile Creek. The development includes 2,000 homes, commercial facilities, and schools
Tristian Bounds	Epic Development	Jarron Langston (208) 724-6239 jarronlangston@gmail.com	In 2021 Regen began working on a multiple water reuse collection, treatment, and irrigation designs for Epic. The work includes permitting through Idaho DEQ, including technical reports, preliminary engineering reports, and plan and specification submittals
Tristian Bounds	Ferber Resorts	Stewart Ferber. (818) 919-9524 ferberresorts@yahoo.com	In 2017 Regen began working on a Marriott Hotel wastewater solution including collection, treatment and dispersal permitted through Utah Water Quality. In 2020 Regen expanded the facility capacity to include collection, treatment, and dispersal for an additional 160 RV spaces and facilities.

APPENDIX D (DRAFT FEE SCHEDULE)

Compensation

If awarded the contract the estimated compensate schedule per phase of project development and for the work specified above will be discussed in detail, but is typically set at 10% of construction costs. Costs shall constitute complete compensation for all direct labor, payroll burden, general and administrative overhead, profit, travel, equipment, and materials necessary to complete the tasks as set forth in the Scope of Work. Fees associated with application and permitting are not included.

2022 Pay Rate Schedule

Professional Classification	Travel Time Hourly Rate	Hourly Rate
Architect/Designer	\$100.00	\$165.00
Professional Engineer	\$100.00	\$220.00
Engineering Review	\$100.00	\$150.00
Intern	\$50.00	\$100.00
Drafting	\$40.00	\$90.00
Construction Manager	\$65.00	\$120.00
Administrative/Clerical Support	\$35.00	\$70.00
Reimbursable Expenses	1.1 x cost	1.1 x cost



December 15, 2022

Guy Savage
Los Olivos Community Services District
PO Box 345
Los Olivos, CA 93441

Subject: Proposal for Evaluation of Wastewater Collection System Alternatives for Los Olivos

Dear Mr. Guy Savage:

NV5, Inc. (NV5) is pleased to submit this proposal to Los Olivos Community Services District (LOCS D) to provide preliminary engineering services in support of the proposed septic-to-sewer conversion project. LOCS D seeks to compare advantages and disadvantages of installing a Septic Tank Effluent Pumping system (STEP) vs. a conventional gravity collection system, or a combination of both, to convert the community from individual septic systems to a community-wide sewer collection system with treatment.

Based on your request, this proposal describes preliminary engineering services based on information provided by the LOCS D and NV5's experience with septic-to-sewer conversion projects. We understand LOCS D has proceeded with the preliminary design (30% design level) of a conventional gravity collection system (service laterals, gravity sewer pipelines and manholes) to convey wastewater within the community to a central wastewater treatment facility. Based on anticipated costs, LOCS D is interested in evaluating installing a STEP system instead of a conventional gravity systems, or a combination of both technologies (hybrid system), to serve both residential and commercial users in the community to convey flow to the central wastewater treatment facility. LOCS D is also interested in evaluating installing individual onsite residential treatment system as part of a hybrid system if it is feasible for areas of the community. NV5 will compare these options, including advantages and disadvantages, risks, operational complexity, and anticipated costs (prepared by LOCS D suppliers and consultants), and summarize findings in a brief technical memorandum. The technical memorandum is intended to be a high-level comparison of both systems to support LOCS D's decision to continue forward with the installation of a conventional collection system, change to a STEP system, or take a hybrid system approach.

Please find attached a scope of services and fee estimate for the project. We propose to perform the work on a time and materials basis. If the enclosed proposal meets with your approval, please provide NV5 a task order under the terms and conditions of our existing agreement. This proposal is valid for 90 days.

We appreciate your consideration of NV5 for this challenging engineering project and look forward to continuing our relationship with the LOCS D. Please contact Julian or Jeff at your convenience to discuss this proposal and the project in greater detail.

Sincerely,
NV5, Inc.

Julian Palacios, P.E.
Engineering Manager

Jeff Cooper, P.E.
Senior Vice President

Scope of Services

The Los Olivos Community Services District (LOCSD) is in the process of implementing a sewer collection and treatment system to reduce impacts on groundwater quality from the continued use of individual septic systems for residential and commercial properties. The scope of this project includes evaluating a STEP collection and conveyance system compared to a traditional gravity collection system, and the feasibility of installing a combined system (STEP and conventional), in support of the LOCSD septic-to-sewer project.

Based on project scoping discussions with LOCSD, NV5 developed the scope with the following assumptions:

1. This evaluation is limited to compare alternatives for collection and conveyance of wastewater to a centralized wastewater treatment facility. NV5 will also evaluate the feasibility of installing individual onsite treatment systems in areas of the community with larger parcels, further distance from the proposed centralized treatment system, or due to topography constraints. Comparison of treatment technologies, disposal, reuse, permitting, or environmental requirements is not part of this scope of services.
2. The evaluation will be based on LOCSD provided preliminary/conceptual design plans and cost estimates prepared by consultants and STEP system suppliers.
3. LOCSD will provide to NV5 existing topography utilized for the 30% design of the collection system in electronic CAD format to be used as base map and in the evaluation of a hybrid collection system alternative.
4. Due to the impact on the evaluation of a STEP system, this scope of services assumes the wastewater treatment facility will be located north of the LOCSD service area (north of CA-154).
5. This evaluation assumes that Orenco will assist NV5 in the preparation of STEP system layout conceptual options for a hybrid system.
6. NV5 will review construction cost opinions prepared by LOCSD's consultants and suppliers for general guidance. Preparing construction cost opinions and estimates for each alternative is not part of this scope of services. NV5 will prepare planning level estimates for a combined/hybrid alternative (if found feasible) utilizing unit costs generated as part of the 30% design and as provided by the STEP and treatment system supplier (Orenco).
7. Due to variations in the bidding market, cost of materials, equipment and labor, NV5 does not guarantee cost opinions and estimates as compared to actual bids received and actual projects costs to the LOCSD.
8. A comprehensive review or feasibility analysis of each alternative as currently developed is not included in this scope of services.
9. Coordination with other agencies, with the exception of the LOCSD, is not included.
10. Information about the ownership (LOCSD or property owner) and the responsibility for the operations and maintenance of the potential individual STEP pumps is currently unknown at this time. NV5 will assume individual STEP system pumps will be owned and maintained by LOCSD for this study.
11. NV5 evaluation of collection and treatment system alternatives depends on information provided by suppliers and manufacturers. NV5 is not responsible for project schedule impacts resulting from delays on manufacturer's providing required information to complete the evaluation and technical memorandum.



Task 1 Project Management and Meetings

NV5's project manager shall supervise the project team, coordinate with the LOCSD, monitor project budget and schedule, and provide updates to the LOCSD Project Manager.

Project Meetings

Project Kick-off Meeting – Attend one (1) kick-off virtual meeting, prepare agenda, discuss project scope and schedule, prepare list of required information, and discuss document submittal and review process. NV5 shall prepare meeting minutes within five (5) days of the meeting and distribute electronically to attendees for review.

Progress Meeting – NV5 shall attend progress meetings with the LOCSD during development of the technical memorandum. NV5 will prepare a meeting agenda; update the LOCSD on action items from previous meetings, pending decisions, and project schedule; and prepare meeting minutes within five (5) days of meeting and distribute electronically to attendees for review. A total of one (1) video call progress meeting is anticipated.

Deliverables

Meeting agendas and minutes electronically in PDF format.

Task 2 Existing Information Review

NV5 shall collect and review existing information relevant to the project, including studies, preliminary engineering reports, preliminary design documents and the construction cost opinion of the gravity collection system developed by LOCSD's consultant and STEP system conceptual design developed by the supplier. The review of existing information will assist to identify potential opportunities and constraints for installing the proposed collection system alternatives, and the feasibility of utilizing individual residential treatment systems for areas in the community. NV5 will review the following documents:

- San Bernardino County Los Olivos Wastewater Management Plan (2010)
- Los Olivos Wastewater System Engineering Report (2013) and Engineering Report Update Report (2016)
- Los Olivos CSD Septic to Sewer 30% Submittal Plans (2022)
- Preliminary Evaluation of Orenco Prelos Sewer System (2022)

NV5 will utilize existing topography base maps provided by LOCSD to review the different sewer basins within the community and evaluate the feasibility of incorporating STEP system for areas with lower density or lower elevation in relation to the proposed trunk sewer mains and the proposed location of the wastewater treatment facility.

NV5 shall attend a site visit with the LOCSD after the project Kickoff Meeting and once the review of existing information is completed to identify potential opportunities and constraints and to assist in developing a conceptual combined collection system.



Task 3 Develop Conceptual Combined (Hybrid) Collection System Layout

NV5 will utilize existing topography base maps provided by LOCS D to review the different sewer basins within the community and evaluate the feasibility of incorporating STEP system for areas with lower density or lower elevation in relation to the proposed trunk sewer mains and the proposed location of the wastewater treatment facility. Based on the review of the proposed 30% design conventional gravity system layout and conceptual layout of the STEP system by Orenco, NV5 will identify areas in the community that would benefit from either system, considering land use, density, natural features (topography, creeks, drainage channels), and frontage to public right-of-way. NV5 will identify location of additional pump/lift stations if required by a combined/hybrid collection system. The evaluation will be limited to the LOCS D service area. NV5 will attempt to develop a cost per connection for different parcel sizes to assist in the evaluation of each collection system type.

NV5 will evaluate the alternative of installing onsite treatment systems for residential properties in lower density areas with larger lots (south end of town), in lieu of connecting to a centralized collection and treatment system. This evaluation will be limited to comparing the cost of an onsite treatment system as provided by the supplier with the cost of extending the collection system to serve these properties.

Task 4 Technical Memorandum

NV5 will review the information gathered from existing documents to evaluate each collection system alternatives (STEP, conventional gravity, or combined/hybrid). NV5 will research community STEP systems implemented in California and attempt to obtain feedback from owners and operators regarding capital cost, operation and maintenance costs and issues, working with property owners and risks, long-term reliability, advantages and disadvantages, and other recommendations. NV5 will attempt to outreach and interview owners and operators for up to two (2) community STEP systems. NV5 anticipates that not all owners or operators that have been contacted will respond or be willing to discuss their experiences operating the STEP systems.

The evaluation will include a brief description of the proposed collection system for each alternative, including anticipated considerations of individual residential/commercial pump systems (pumping individual tanks, pump replacement frequency), use of a proprietary system vs. traditional technology, information gathered during research of similar systems installed in the area/State, and life-cycle cost considerations that might need to be evaluated. A comprehensive life-cycle cost of each alternative is not included in this scope of services.

Alternative evaluation and considerations will be summarized in a brief technical memorandum, including identified advantages and disadvantages of both collection system alternatives. The technical memorandum is not intended to provide definitive direction to the LOCS D on which alternative to select moving forward with for the septic-to-sewer project. The technical memorandum will include a general discussion on potential opportunities and constraints identified for each alternative. A detailed analysis of the STEP system or preliminary collection system design is not anticipated or included.

NV5 will meet with the LOCS D to discuss the evaluation of alternatives, review of estimated costs prepared by others, and identified advantages and disadvantages.



Deliverables

Draft and Final Technical Memorandum electronically in PDF format.

Exclusions

While the services provided below are not included within this project scope, they are within the capabilities of NV5 and can be provided if requested by the LOCSD. Scope, fee and schedule for each service will be negotiated prior to commencing any work.

1. Preliminary or Final Design
2. Permitting assistance
3. Additional progress and coordination meetings beyond our estimate within this proposal
4. Coordination with property owners, if needed.
5. Environmental documentation

Proposed Compensation

NV5 proposes to perform the scope of services on a time and material basis with a not-to-exceed fee of \$84,020. NV5's project budget is based on the assumptions described above. NV5 will invoice work for this task order based on the actual hours spent, on a time and materials basis. If the anticipated budget is expected to be exceeded, NV5 will request authorization from the LOCSD prior to performing additional services.

