



CENTRAL CONTRA COSTA SANITARY DISTRICT

5019 IMHOFF PLACE, MARTINEZ, CA 94553-4392

Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From: Central Contra Costa Sanitary District
5019 Imhoff Place
Martinez, CA 94553

County Clerk
Contra Costa County

Project Title: Wet Weather Basin Improvements, Phase 1, DP 100022

Project Applicant: Central Contra Costa Sanitary District

Project Location - Specific: Central San has five wet weather storage basins at the Treatment Plant (Plant): Basin A North, Basin A South, Basin B, Basin C, and Basin D. The basins, with the exception of Basin A South, are located north of Imhoff Drive, Martinez.

Project Location - City: Martinez

Project Location - County: Contra Costa County

Description of Nature, Purpose and Beneficiaries of Project:

Central San has five wet weather storage basins at the Treatment Plant (Plant): Basin A North, Basin A South, Basin B, Basin C, and Basin D. The basins, with the exception of Basin A South, are located north of Imhoff Drive and have a combined volume of 188 million gallons. The basins are used for wet weather storage, treatment plant diversions, and final effluent diversions associated with outfall inspections that take place approximately every ten years. The scope includes several items to increase the functionality of the basins, improve safety for Operations and Maintenance staff, and protect the basins from flood risks. The overall Project is progressing to 60 percent design, and the construction phase is currently planned for the May -October 2026 dry weather season. The Project scope is to construct a 6 -foot -tall berm around the FWLS, replace the access road, improve drainage, repair one slope failure, and relocate light poles.

Name of Public Agency Approving Project: Central Contra Costa Sanitary District

Name of Person or Agency Carrying Out Project: Central Contra Costa Sanitary District

Exempt Status: (check one):

☐ Ministerial (Sec. 21080(b)(1); 15268);

☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));

☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

☒ Categorical Exemption. State type and section number: Section 15301

☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

It is exempt since it involves minor alterations to existing public facilities involving no expansion of use.

Lead Agency: Central Contra Costa Sanitary District

Contact Person: Michelle Peon Del Valle

Area Code/Telephone/Extension: (925) 229-7355

Attachments/other:

1. Certified document of exemption finding.

2. Will or has a Notice of Exemption been filed with the County Clerk?

☒ Yes ☐ No

Signature: _____ Date: _____ Title: Engineering Assistant III

for Central Contra Costa Sanitary District

Authority cited: Sections 21083 and 21110, Public Resources Code.

Date Received for filing at OPR: _____

Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Revised 2021



BOARD OF DIRECTORS POSITION PAPER

MEETING DATE: SEPTEMBER 18, 2025

SUBJECT: AWARD A CONSTRUCTION CONTRACT IN THE AMOUNT OF \$357,000 TO W.R. FORDE ASSOCIATES, INC., THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER FOR THE WET WEATHER BASIN IMPROVEMENTS, PHASE 1, DISTRICT PROJECT 100022; AND FIND THAT THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

SUBMITTED BY:

MIKE ZUBRZYCKI, ASSOCIATE ENGINEER
NANCY MOLINA, SENIOR ENGINEER

INITIATING DEPARTMENT:

ENGINEERING AND TECHNICAL SERVICES-
CAPITAL PROJECTS

REVIEWED BY: EDGAR J. LOPEZ, CAPITAL PROJECTS DIVISION MANAGER
GREG NORBY, DEPUTY GM - ENGINEERING & OPERATIONS

Roger S. Bailey
General Manager

ISSUE

On September 2, 2025, six sealed bids were received and opened for the construction of the Wet Weather Basin Improvements, Phase 1, District Project 100022 (Project). The Board of Directors (Board) can award the contract or reject bids within fifty days of bid opening.

BACKGROUND

Central San has five wet weather storage basins at the Treatment Plant (Plant): Basin A North, Basin A South, Basin B, Basin C, and Basin D. The basins, with the exception of Basin A South, are located north of Imhoff Drive and have a combined volume of 188 million gallons. The basins are used for wet weather storage, treatment plant diversions, and final effluent diversions associated with outfall inspections that take place approximately every ten years.

In 2023, Brown and Caldwell completed the Hydraulic/Hydrologic Analysis and Improvement Options Technical Memorandum that evaluated the wet weather storage system for potential basin improvements

and phasing. In 2024, Stantec was selected to provide professional engineering design services for the Project. The scope includes several items to increase the functionality of the basins, improve safety for Operations and Maintenance staff, and protect the basins from flood risks. The overall Project is progressing to 60 percent design, and the construction phase is currently planned for the May-October 2026 dry weather season.

In 2022, the Filter Water Lift Station (FWLS) was constructed during the Filter Plant & Clearwell Improvements, Phase 1A Project. The FWLS pumps and electrical infrastructure are located in Basin A North. Since 2022, Plant Operations has restricted the Basin A North water elevation, which reduces basin capacity, to prevent submerging the equipment that would likely cause long-term maintenance and reliability problems. Due to the prolonged heavy rain events of the 2022-2023 wet weather season and increasing rainstorm intensities, the design of an earthen berm in Basin A North was expedited to construct before the 2025-2026 wet weather season. The earthen berm will protect the FWLS and allow Plant Operations to utilize Basin A North to its full capacity.

The Project scope is to construct a 6-foot-tall berm around the FWLS, replace the access road, improve drainage, repair one slope failure, and relocate light poles. Construction is anticipated to be completed by the end of November.

Staff and Stantec prepared the Project documents. The Project was advertised on August 14 and August 19, 2025. The engineer's estimate for construction is \$450,000. Six sealed bids ranging from \$357,000 to \$607,000 were received and publicly opened on September 2, 2025. Capital Projects conducted a technical and commercial review of the bids and determined that W.R. Forde Associates, Inc. is the lowest responsive and responsible bidder. A summary of bids received is shown in Attachment 2.

Stantec will provide engineering services during construction (ESDC). Stantec's design agreement will be amended to include the Project ESDC services for \$35,000. Inspection shall be performed by staff or by one of the on-call inspection services contracts managed by Capital Projects. The current Stantec agreement is valued at \$1,038,000, and including the proposed services will result in a new cost ceiling of \$1,073,000.

Haley & Aldrich (formerly Cal Engineering & Geology, Inc.) will provide geotechnical inspection and material sampling and testing. An existing blanket agreement with Haley & Aldrich will be utilized for the work.

Central San will administer the construction contract and provide contract administration, inspection, resident engineering, and submittal review.

CEQA

Staff has concluded that the Project is exempt from CEQA under Central San's CEQA Guidelines Section 15301 (Existing Facilities exemption) because it involves minor alterations to existing public facilities involving no expansion of use. Approval of this Project will establish the Board's independent finding that this project is exempt from CEQA.

ALTERNATIVES/CONSIDERATIONS

Reject all bids, which is not recommended due to the need to protect the FWLS during wet weather bypass events and to restore storage capacity in Basin A North.

FINANCIAL IMPACTS

The total estimated project cost is \$728,000, which includes planning, design, consultant, construction contract, contingency, and staff costs as detailed in Attachment 3.

The Project is listed in the Fiscal Year 2025-26 Budget on page 273, Wet Weather Basin Improvements, Phase 1, District Project 100022, with a total estimated project budget of \$10,900,000. There is adequate funding this and next fiscal year for the project improvements as there is approximately \$4,100,000 available in the budget to date.

COMMITTEE RECOMMENDATION

The Engineering and Operations Committee reviewed this matter at its meeting on September 10, 2025, and recommended Board approval.

RECOMMENDED BOARD ACTION

Staff recommends the following Board actions:

1. Find that the Project is exempt from CEQA; and
2. Award a construction contract in the amount of \$357,000 for the construction of Wet Weather Basin Improvements, Phase 1, District Project 100022 to W.R. Forde Associates, Inc., the lowest responsive and responsible bidder.

Strategic Plan Tie-In

GOAL ONE: Customer and Community

Strategy 1 – Deliver high-quality customer service

GOAL TWO: Environmental Stewardship

Strategy 1 - Achieve compliance in all regulations

GOAL FIVE: Safety and Security

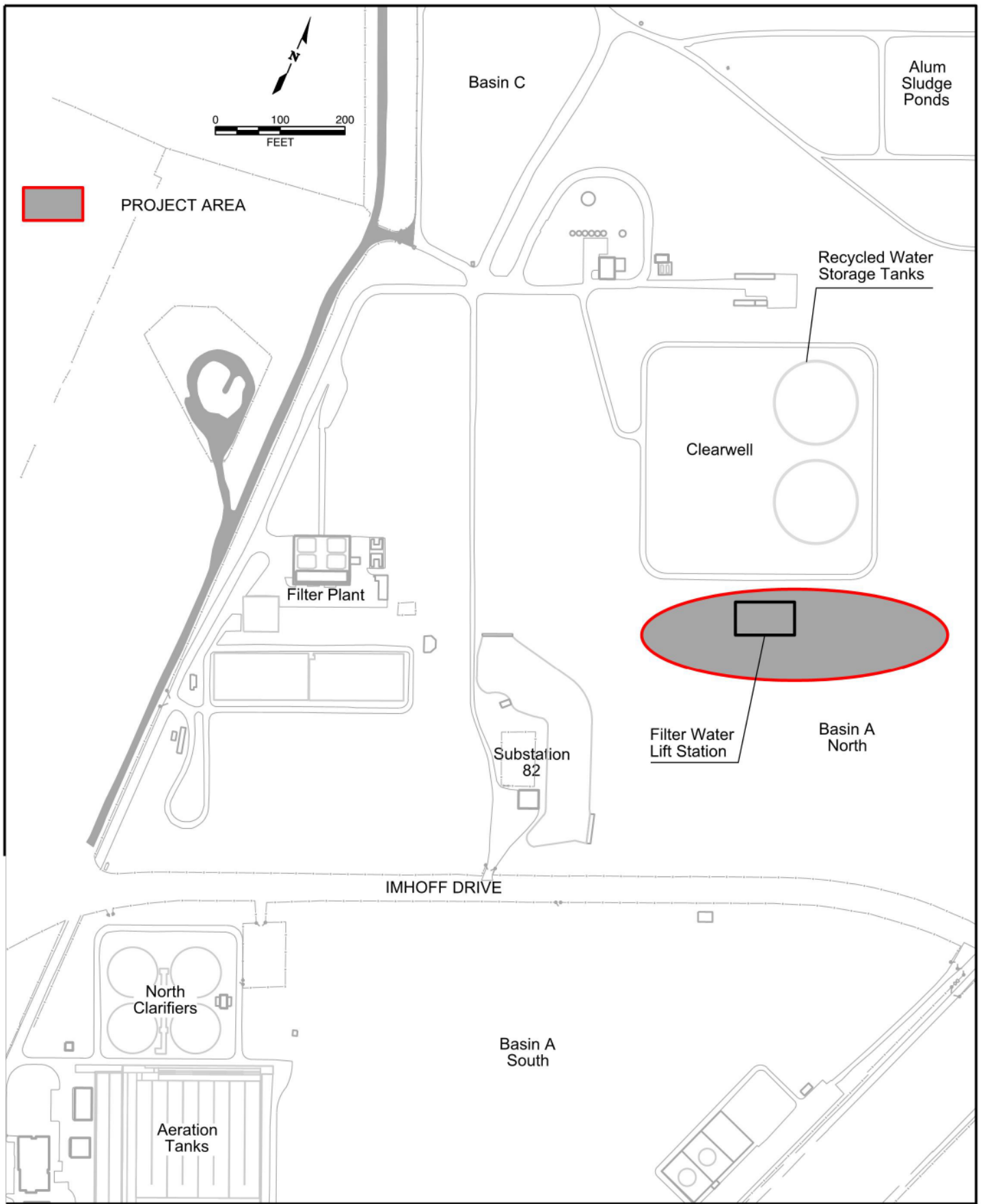
Strategy 2 - Protect personnel and assets from threats and emergencies

GOAL SIX: Infrastructure Reliability

Strategy 2 - Execute long-term capital renewal and replacement program

ATTACHMENTS:

1. Project Location Map
2. Summary of Bids
3. Post Bid/Preconstruction Estimate



ATTACHMENT 2

WET WEATHER BASIN IMPROVEMENTS, PHASE 1
DISTRICT PROJECT 100022
SUMMARY OF BIDS

PROJECT NO.: 100022 NO. OF ADDENDA: 0 DATE/TIME: SEPTEMBER 2, 2025/2:00 PM

PROJECT NAME: WET WEATHER BASIN IMPROVEMENTS, PHASE 1

PROJECT MANAGER: MIKE ZUBRZYCKI

PROJECT LOCATION: 5019 IMHOFF PLACE, MARTINEZ, CA

ENGINEER'S ESTIMATE: \$450,000

NO.	BIDDER	BID PRICE
1	W.R. Forde Associates, Inc. Richmond, CA 94801	\$357,000
2	GradeTech Inc. Livermore, CA 94551	\$397,364
3	Siteworks Construction, Inc. Lafayette, CA 94549	\$421,809
4	Frontline General Engineering Construction, Inc. San Lorenzo, CA 94580	\$429,351
5	Brannon Corporation Morgan Hill, CA 95037	\$439,920
6	C. Overaa & Co. Richmond, CA 94801	\$607,000

BIDS OPENED BY: /s/Stacey Durocher

DATE: September 2, 2025, at 2 PM

ATTACHMENT 3
WET WEATHER BASIN IMPROVEMENTS, PHASE 1
DISTRICT PROJECT 100022
POST-BID/PRECONSTRUCTION ESTIMATE

No.	Item Description	Amounts			% of Construction Cost
1	CONSTRUCTION a. Construction Contract b. Contingency at approximately 25% SUBTOTAL - CONSTRUCTION	\$357,000 \$90,000	\$447,000		100%
2	CONSTRUCTION MANAGEMENT a. District Forces - Operations - Construction Management and Inspection b. Outside Services - Stantec (ESDC) - Haley & Aldrich (Geotech Inspection and Testing) SUBTOTAL - CONSTRUCTION MANAGEMENT	\$5,000 \$50,000 \$35,000 \$71,000	\$161,000		36%
3	PREBID EXPENDITURES* a. Engineering (Staff and Consultant) SUBTOTAL - PREBID EXPENDITURES	\$120,000	\$120,000		27%
4	TOTAL ESTIMATED PROJECT COST*			\$728,000	

* The design expenditures for the Phase 1 Project were not tracked separately from the overall project. The value is estimated.

MINUTES***REGULAR BOARD MEETING**

Board Room

Thursday, September 18, 2025

2:30 p.m.

*BOARD OF DIRECTORS:**MICHAEL R. MCGILL
President**FLORENCE T. WEDINGTON
President Pro Tem**BARBARA D. HOCKETT
JEAN F. KUZNIK
TAD J. PILECKI***Open Session – Board Room***(Video recorded)***ROLL CALL**

A regular meeting of the Board of Directors was called to order by President McGill at 2:30 p.m. Secretary of the District Katie Young called roll:

PRESENT: Members: Hockett, Kuznik, Pilecki, Wedington, McGill

ABSENT: Members: None

PLEDGE OF ALLEGIANCE

The Board, staff and audience joined in the Pledge of Allegiance.

REPORT OUT OF CLOSED SESSION FROM 08/21/25

District Counsel Leah Castella stated that there were no reportable actions from the Closed Session at the August 21, 2025 meeting.

PUBLIC COMMENT PERIOD

No comments.

REQUESTS TO CONSIDER MATTERS OUT OF ORDER

None.

AWARDS AND PRESENTATIONS

1. Receive the National Association of Clean Water Agencies (NACWA) 2024 Peak Performance Award – Platinum 27

Plant Operations Division Manager Alan Weer reviewed the presentation included in the agenda materials.

BOARD ACTION: Received the award.

* These summary minutes are supplemented by a corresponding video recording available on the District's website at centralsan.org.

CONSENT CALENDAR

2. Approve the minutes of the August 21, 2025 Board Meeting
3. Adopt Resolution Nos. 2025-015 through 2025-028 recognizing 2025 employee service award recipients
4. Consider adopting Resolution No. 2025-029 establishing the appropriations limit in the amount of \$156,330,946 for Fiscal Year 2025-26, in accordance with Article XIII B of the California Constitution, using the change in the California per capita personal income percentage and change in population to calculate the appropriations limit
5. Award a construction contract in the amount of \$357,000 to W. R. Forde Associates, Inc., the lowest responsive and responsible bidder for the Wet Weather Basin Improvements, Phase 1, District Project 100022; and find that the project is exempt from the California Environmental Quality Act (CEQA)

BOARD ACTION: After receiving no public comments, a motion was made by Member Hockett and seconded by Member Kuznik to approve the Consent Calendar as recommended. Motion passed by unanimous roll call vote.

PUBLIC HEARINGS

6. Hold a public hearing for the Upper Cordell Drive Contractual Assessment District (CAD) No. 2023-2 in Danville, District Project 6807 and:
 - Announce the tabulation of ballots submitted by owners of each affected parcel indicating approval or opposition to proposed assessment;
 - Adopt proposed Resolution No. 2025-030 confirming compliance with California Constitution, Article XIII D, Section 4 (Proposition 218);
 - Adopt proposed Resolution No. 2025-031 approving the engineer's report, assessments, financing period, and interest rate to be charged on financed assessments and ordering the improvements; and
 - Authorize the General Manager to execute an agreement with Upper Cordell Drive CAD No. 2023-2 participants

Senior Engineer Thomas Brightbill announced the tabulation of ballots received from affected parcels, stating that a total of four votes were received; three votes in the affirmative and one vote abstained. No ballot was received from a fifth eligible parcel. The voting results permitted the CAD to proceed.

In response to Member Pilecki's question about how costs are re-apportioned with only three out of five parcels voting in the affirmative, Mr. Brightbill responded that project costs will be divided equally among the three participating property owners. Subsequent owners will pay their fair share if they connect within 20 years.

President McGill opened the public hearing; receiving no public comments, he immediately closed the public hearing.

BOARD ACTION: Held the public hearing. A motion was made by Member Hockett and seconded by Member Wedington to adopt Resolution No. 2025-030 confirming compliance with California Constitution, Article XIII D, Section 4 (Proposition 218); adopt Resolution No. 2025-031 approving the engineer's report, assessments, financing period, and interest rate to be charged on financed assessments and ordering the improvements; and authorize the General Manager to execute an agreement with Upper Cordell Drive CAD No. 2023-2 participants. Motion passed by unanimous roll call vote.

OTHER BOARD ACTION ITEMS

7. Approve a salary increase for General Manager Roger S. Bailey of two and seven-tenths percent (2.7%) and a seven percent (7%) contribution to his Health Reimbursement Arrangement (HRA) plan deducted from his base salary, as set forth in the seventh amendment to the November 21, 2019 Employment Agreement, effective September 18, 2025. Additionally, approve an amendment to the District's HRA Plan Document that allows for a contribution of a portion of Mr. Bailey's salary to the HRA plan

Ms. Castella advised that the original salary and new salary dollar amounts must be read into the record.

Member McGill stated that the existing salary amount of \$404,427.72 will be raised to the new salary amount of \$413,293.27.

Ms. Young noted that the seventh amendment to the employment agreement included in the agenda materials references an incorrect Employment Agreement date of September 18, 2025. The correct date is November 21, 2019, and will be reflected in the Amendment approved by the Board.

BOARD ACTION: After receiving no public comments, a motion was made by Member Pilecki and seconded by Member Hockett to approve a salary increase for General Manager Roger S. Bailey of two and seven-tenths percent (2.7%) and a seven percent (7%) contribution to his Health Reimbursement Arrangement (HRA) plan deducted from his base salary, as set forth in the seventh amendment to the November 21, 2019 Employment Agreement, effective September 18, 2025 and to approve an amendment to the District's HRA Plan Document that allows for a contribution of a portion of Mr. Bailey's salary to the HRA plan. Motion passed by unanimous roll call vote.

LEGISLATIVE MATTERS

8. Receive update on pending legislative matters and provide direction on priority legislation

Communications and Government Relations Manager Emily Barnett reviewed five legislative items in detail, as listed on the 2025 Legislative Priority Tracking sheet,

provided in advance of the meeting. She gave a brief summary of the Legislature schedule for the remainder of 2025 and responded to questions from the Board.

Ms. Barnett noted that Senate Bill (SB) 682, Environmental Health and Product Safety and Perfluoroalkyl and Polyfluoroalkyl (PFAS) Substances, was gutted to now only include a ban on PFAS in a few product lines such as cookware and has gone to the governor's desk for approval.

She stated that SB 454, PFAS Mitigation Program, and SB 31, which amends Title 22 to facilitate the expansion of Recycled Water use, are also on the governor's desk for signature.

Assembly Bill (AB) 339 would increase the notification time and other requirements to unions and create impediments to the District's ability to contract with the private sector for services. Adjustments have been made, but there is still strong opposition. This bill is also on the governor's desk for signature.

SB 707, Meeting and Teleconferencing Requirements, was initially slated to proceed as a two-year bill but is now on the governor's desk for signature. Its implications for staff could be costly for the District.

Ms. Barnett highlighted SB 7, a new bill on the governor's desk restricting the use of Automated Decision Systems (ADS) in workplaces. She opined that a policy with overly broad language, and recent amendments done too quickly and without proper vetting may have some unintended consequences. Staff is seeking a position of opposition, in alignment with the California Special Districts Association (CSDA) and other local government entities' position of opposition.

The potential effects of the bill on the District's application of Artificial Intelligence (AI) in various areas were discussed.

BOARD ACTION: Received the update; after hearing no public comment, a motion was made by Member Pilecki and seconded by Member Wedington for a position of oppose to SB 7, as recommended.

REPORTS AND ANNOUNCEMENTS

9. General Manager – Reports

a. Receive Annual Right-of-Way Report

Senior Engineer Dana Lawson reviewed the presentation included in the agenda materials, which summarized the processing and recording of right-of-way, easement, and quitclaim requests over the last year.

Member Pilecki asked how many easements purchased fell under the \$5,000 amount. Ms. Lawson replied that purchasing a new easement is usually \$15,000 to \$20,000.

BOARD ACTION: Received the report.

b. Receive Annual Recycled Water Program Update

Associate Engineer Richard Foss reviewed the presentation included in the agenda materials.

BOARD ACTION: Received the update.

c. Receive recap of Pollution Prevention Week Activities and the 2025 Pollution Prevention Awards

Environmental Compliance Program Administrator Colleen Henry reviewed the presentation included in the agenda materials.

BOARD ACTION: Received the report.

d. Receive updated on Administrative Policy AP No.021 – Social Media

BOARD ACTION: Received the update.

10. General Manager – Announcements

a. Announcements – September 18, 2025

No further announcements were made during the meeting.

BOARD ACTION: Received the announcements.

11. Financial Reports

a. Receive expenditures incurred July 4, 2025 through July 31, 2025

BOARD ACTION: Received the report.

b. Receive Budget-to-Actual Expenditure overview through June 2025

BOARD ACTION: Received the report.

c. Receive Monthly Investment Portfolio Report for the month ended August 31, 2025

BOARD ACTION: Received the report.

12. Counsel for the District

No report.

13. Secretary of the District

Ms. Young announced the following meetings:

Regular Board - Thursday, October 2 at 2:30 p.m.

BOARD ACTION: Received the announcements.

14. Board Members - Committee Minutes

a. August 14, 2025 – Real Estate, Environmental & Planning Committee – Chair Hockett and Member Pilecki

b. August 19, 2025 – Finance Committee – Chair Pilecki and Member McGill

- c. September 2, 2025 – Administration Committee – Chair Hockett and Member Kuznik

BOARD ACTION: Received the Committee minutes.

15. Board Members - Reports and Announcements

Board Member reports on recent meetings or conferences for which they received the stipend or for which the District paid their expenses.

a. Member Hockett

Member Hockett reported that she attended the East Bay Leadership Council Joint Task Force Briefing on California Environmental Quality Act (CEQA) Reform on September 16, 2025.

Member Kuznik

No report.

Member Pilecki

No report.

Member Wedington

- August 21, 2025 – Town Hall meeting with Congressman Mark DeSaulnier
- September 17, 2025 – East Bay Leadership Council 2025 Capitol Series, Zoom Webinar with Senator Jesse Arreguin

President McGill

- August 21, 2025 – Town Hall meeting with Congressman Mark DeSaulnier
- September 4, 2025 – Mayor's Conference hosted by City of El Cerrito
- September 13, 2025 – East County NAACP Youth Council 3rd Annual Champions for Youth Banquet
- September 15, 2025 – Contra Costa County Special Districts Association (CCSDA) Chapter Meeting
- September 17, 2025 – East Bay Leadership Council 2025 Capitol Series, Zoom Webinar with Senator Jesse Arreguin
- September 17, 2025 - Sustainable Contra Costa (SCOCO) Awards Gala

BOARD ACTION: Received the reports and announcements.

16. Board Members - Requests for Stipend/Reimbursement or Conference Attendance
No requests.

EMERGENCY SITUATIONS

None.

REQUESTS FOR FUTURE AGENDA ITEMS

None.

ANNOUNCE CLOSED SESSION (pursuant to Government Code Section 54957.7)

Ms. Castella announced that a closed session would be held for Item #17.

RECESS TO CLOSED SESSION

The Board recessed at 3:41 p.m. to reconvene in closed session in the Caucus Room.

Closed Session
(Not video recorded)

CLOSED SESSION

17. Conference with labor negotiators pursuant to Government Code Section 54957.6:

District Negotiators:

- Roger S. Bailey, General Manager
- Phil Leiber, Deputy General Manager – Administration and Finance
- Greg Norby, Deputy General Manager – Engineering and Operations
- Teji O'Malley – Human Resources and Organizational Development Manager

Employee Organizations:

- Employees' Association, Public Employees Union, Local One
- Management Support/ Confidential Group (MS/CG)
- Management Group

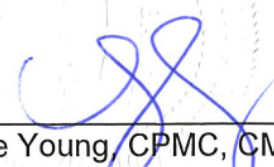
ADJOURNMENT

The meeting was adjourned at 5:53 p.m. to the October 2, 2025 meeting.



Michael R. McGill
President of the Board of Directors
Central Contra Costa Sanitary District
County of Contra Costa, State of California

COUNTERSIGNED:



Katie Young, CPMC, CMC
Secretary of the District
Central Contra Costa Sanitary District
County of Contra Costa, State of California

