



Request for Proposals

***The Marina Coast Water District wishes to contract for an individual or firm to prepare a Water, Wastewater and Recycled Water Rate and Comprehensive Fee Study with a Cost Allocation Plan for the District
May 16, 2017***

Proposals due

**4:00 PM
June 12, 2017**

Proposals should be sent electronically to:
Kelly Cadiente at
kcadiente@mcwd.org

Proposals sent by mail must be directed to:
Marina Coast Water District
11 Reservation Road
Marina, CA 93933
ATTN: Kelly Cadiente

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I. INTRODUCTION

The Marina Coast Water District (“District”) is requesting proposals from a qualified individual or firm to prepare a comprehensive water, wastewater and recycled water rate & fee study with a cost allocation plan (“Study”). This Request for Proposals (RFP) is expected to result in a contract (Professional Services Agreement) with a cost not to exceed the listed amount. The selected consultant shall perform the tasks specified in the "Scope of Work" section IV of the RFP. The consultant is encouraged to suggest additions or modifications to the scope that will enhance or clarify the study and the suggestions should be incorporated into the proposal.

II. PURPOSE OF THE RFP

The District is seeking proposals from qualified individuals or firms to perform a comprehensive water, wastewater and recycled water rate & fee study with a cost allocation plan. The intent of the Study is to independently assess the District’s existing user rates and other fees charged by the District; and develop fair and equitable rates that are based on a cost of service analysis.

The District is also in the process for applying for grants, which could involve a Federal Award. The District wishes to obtain services for a Cost Allocation Plan to meet Title 2, CFR, Part 200, Cost Principles for State, Local, and Indian Tribal Governments, as well as provide an equitable method for distributing indirect costs. December 28, 2018 is the District’s target for the completion on the Regional Urban Water Augmentation Project (RUWAP) Pipeline. All indirect costs must be allocated using a single, transparent method that is equitable to all partner agencies and rate payers.

III. BACKGROUND

The Marina Coast Water District provides water service and wastewater collection service to 36,000 – 40,000 residents through approximately 8,200 connections in and adjacent to the City of Marina and on the former Fort Ord military installation. The District currently pumps all of its supply, approximately 4,200 acre feet of water (both Marina and Ord Systems) annually from groundwater wells. The District also conveys in excess of two million gallons per day of sewage to the Monterey Regional Water Pollution Control Agency for treatment.

The District assumed responsibility for operation of the water and wastewater utilities on Fort Ord pursuant to a water/wastewater facilities agreement dated March 13, 1998. In October 2001, title to the Ord Community facilities was conveyed to the District. Although, there are water inter-tie connections between the Marina and Ord systems, the Marina and Ord Community service areas are still maintained as separate operations, with separate financial records and accounts. The District has developed capital improvement programs for both the Marina and Ord Community service areas.

The District last completed its water and wastewater financial plan and rate study in August 2013. Copies of that financial plan and rate study are available for review on the District's website www.mcwd.org.

IV. SCOPE OF WORK

A. Rate and Fee Study

- i. Provide a comparison of current water, wastewater and recycled system costs (operational, capital improvements, and bonded debt) against appropriate benchmarks.
- ii. Provide a comparison of current and proposed water and wastewater rates and capacity charges against surrounding public agency water and wastewater and recycled water purveyors.
- iii. Evaluate the existing water, wastewater user fee structure for conformance with existing statutory regulations and make recommendations for any changes that are necessary to achieve compliance.
 1. Provide recommendations that may assist in more equity within the existing rate structure and justifications for any proposed changes.
 2. Demonstrate that any alternative rate structure is easy to understand and administer and can be accommodated with the existing Springbrook billing system.
- iv. Recommend rate structures based on the following:
 1. Current and future cost of providing services in accordance with established and anticipated standards and regulations
 2. Projected demands of growing community
 3. Age and condition of the water and wastewater systems and projected replacements for infrastructure based on the District's five-year CIP
 4. Funding requirements for all current and long-term liabilities and debt obligations
 5. Impact of current and future water, wastewater and recycled water regulations
 6. Provide a methodology for annual inflationary adjustments in compliance with Proposition 218
 7. Cash flow and working capital
 8. Projected revenues, operating expenses, and other funding source requirements; with an understanding of the District's historical trends
 9. Other impacts as identified
- v. Evaluate the current capacity connection fee and make recommendations for any changes for "buy-in" and new capacity.
- vi. Evaluate all user fees and additional fees (Exhibits A – D).
- vii. Provide a ten-year forecast of revenues, operation and maintenance expenses, capital improvement costs, identify a five-year rate structure to ensure that adequate revenues will meet reserve policy levels, bond debt coverage requirements, and capital funding.

1. Alternate levels of capital funding will be based on the District's ten-year CIP, with the ability to adjust the model for different levels of CIP funding.
 2. Alternatives include debt financing as compared to pay as you go scenarios to be considered.
- viii. Provide a user-friendly computer rate model which the District can use for forecasting and planning. This model should be capable of being updated with actual costs and users for future annual review of rates. This model must have the ability to run CIP scenarios and quickly show impact on rates.
1. Train District staff in the use of running "scenarios" that will provide a full understanding of how the rate model operates.
- ix. The recommended rate structures shall be consistent with industry practice for utility rate making in California. The study shall recommend a rate structure based upon standard rate practices that meet the criteria.
- x. The recommended rate structure shall be planned for five years.
- xi. Prepare a draft and final report, supplied in both hard copy and electronic format, which includes the following items:
1. A brief description of the District
 2. Service area description, including population served
 3. The source of supply as appropriate and projections on future growth and statement of consultant regarding sufficiency to meet demand
 4. A brief description of the capital improvement program, a five-year summary of proposed capital expenditures and a statement regarding reasonableness of those estimates; and a ten-year projection
 5. The revenue and expense projections for the District and each cost center
 6. The rate comparison of existing revenues to meet the required needs of the utility and discussion of any recommended rates and inflationary increases necessary to the future needs of each utility
- xii. Provide data supporting conclusions and observations made for each of the areas above and cite within the Study.
- xiii. Present the information to the Board of Directors and the Public at three workshops.

Rate and Fee Study Timeline

The District wishes to implement any rate adjustments for the Fiscal Year beginning July 1, 2018. Please provide a timeline of the proposed study. The project timeline must incorporate necessary time and tasks for review of the rate study, development and mailing of the Proposition 218 notice, and adoption of new rates by the MCWD Board of Directors. Adoption by the Board must include a first and second reading to be held at a regularly scheduled Board meeting, and a thirty (30) day effective date after the second reading. The District Board meetings are held on the third Monday of the month.

B. Cost Allocation Plan

- i. Work with District staff to define and refine the project scope, purposes, uses and goals of the District's Cost Allocation Plan to ensure it is accurate and appropriate for the District's needs.
- ii. Meet with staff to conduct interviews as needed to gain an understanding of the District's practices and operations.
- iii. Work with the Finance Department in developing service provisions, cost categories, and allocation criteria for current and future programs.
- iv. Develop a Full Cost Allocation Plan that:
 1. Establishes a full cost allocation methodology for specific administrative overheads that properly allocates costs among District cost centers and reimburses the District
 2. Is in compliance with CRF, Title 2, Part 200, Subpart E – Cost Principles, Uniform Requirements, Cost Principles and Audit Requirements for Federal Awards
 - a. Methodology appropriate for calculation and allocation of indirect cost rate complying with subpart E – Cost Principles
- v. Includes a study of each program with overhead costs that are borne directly in whole or in part by the District's main operations and that can receive overhead cost reimbursement from the State and Federal Governments, partner agencies, and/or other sources.
- vi. Allows for additions, revisions, or removal of direct and indirect costs so the cost allocation plan can be easily adapted to a range of activities both simple and complex.
- vii. Provides the ability for District staff to continuously update the plan from year to year to accommodate organizational changes.
- viii. Provides a software application which would enable staff to add, delete, or update the final cost allocation plan as needed in future periods. This program may be as simple as an Excel model or as complicated as a software program that is Windows Operating System compatible.
 1. Train staff on the use and update of the software application.

Cost Allocation Plan Timeline

The District desires to implement the cost allocation plan in conjunction with the Fiscal Year 2018-2019 Budget. Please provide a timeline of the proposed plan.

V. PROPOSAL FORMAT AND CONTENT

The proposal for the Fee Study and Cost Allocation Plan shall include the information specified within this Proposal Format and Content section. A title page should separate the Study and the Plan. If responses are the same for Sections 1-2, reference can be made within the proposal to avoid duplication. The numbering sequence and titles for each section shall follow the format as contained in this Request for Proposal.

A. General

- i. Title page showing the request for proposal's subject; the firm's name, the name, address and telephone number of a contact person; and the date of the proposal
- ii. The title page should indicate "Proposal for Fee Study" or "Proposal for Fee Study and Optional Cost Allocation Plan"
- iii. Table of contents
- iv. Signed letter briefly stating the firm's understanding of the work to be done, the commitment to perform the work within the time period, a statement why the firm believes itself to be best qualified to perform the engagement
- v. A statement that the proposal is a firm and will be valid for ninety (90) days.
- vi. Signature of a person authorized to bind consultant to the terms of the proposal.

B. Qualifications and References

- i. Qualifications of the firm
 1. Identify the size of your firm and the location of the office from which the work will be conducted
- ii. References
 1. Please provide a list of consulting experiences similar to the type and size of MCWD
 2. List three (3) client references that are of similar size and scope of service utilization as the Agency. If providing a proposal on the Cost Allocation Plan, as well as the Rate Study, please provide three references for each type of study. If the same client contracted for a Rate Study and Cost Allocation Plan, referencing the same client is acceptable. Please indicate that information next to the description of services provided. Include the following information for each reference:
 - Customer name
 - Contact name and title
 - Telephone and fax number
 - Street address, State, zip code
 - Number of Years as Customer
 - Description of services provided

The Agency reserves the right to contact each of the references listed for additional information regarding your firm's qualifications.

3. Qualifications of Professional Staff – Identify the key engagement partners, managers, and other staff members who would be assigned to conduct the Study and indicate their qualifications. If submitting proposals for both the Fee Study and Cost Allocation Plan, include qualifications for staff members assigned to each area of study

4. Subcontractors – Please clearly indicate whether subcontractors will be used in fulfilling either proposal. If the firm plans to use subcontractors, please provide an overview of the firm, project involvement, and qualifications of staff

C. Study Approach

- i. Describe your approach to this project any special ideas, techniques or suggestions that you think might make the project proceed more smoothly.
- ii. Set forth a work plan, including an explanation of the methodologies to be followed to perform the services required of this proposal. Indicate what type of documents will be referenced in performing this project, such as the District's budget and related materials, financial statements, and utility data
- iii. The proposal shall provide a listing of the records and documentation that the District is expected to provide
- iv. The proposal shall describe your schedule for the project.

D. Agreement

- i. A copy of the proposed agreement is attached (Attachment F). Evidence of Insurance and IRS Form W-9 must be received prior to agreement implementation.

VI. EVALUATION OF PROPOSALS AND NEGOTIATIONS

All proposals submitted will be reviewed by an evaluation panel consisting of the Marina Coast Water District and/or other personnel. At the completion of the proposal review, the panel may elect to invite the top scoring firms to make a presentation at no cost to the District. The District may request Best and Final offers. Based on the presentation and the Best and Final offers, if requested, the panel will select the proposal that best fulfills the District's requirements. The District may negotiate with that firm to determine final pricing, and contract form. There will be no public opening and reading of bids.

Proposals will be evaluated on the following criteria:

- Qualifications of the firm
- Qualifications of the personnel
- Related experience
- References
- Ability to understand the Agency's needs
- Completeness of response
- Reasonableness of cost and price
- Availability schedule

A selection panel will be convened of District staff, which will include Finance, Customer Service, and possibly other departments.

VII. CONDITIONS AND STIPULATIONS

The District reserves the right to reject any and all proposals, cancel all or part of this RFP, and waive any non-material irregularities or informalities and to request additional information and clarification regarding any particular service from the proposing firms.

By requesting proposals, the District is in no way obligated to select any proposal or pay expenses of the proposing firms in connection with the preparation or submission of a proposal. The District reserves the right to reject any firm for any reason. The proposal should be the best effort possible by the firm, since the District reserves the right to award the contract with no further negotiations. Conversely, the District reserves the right to negotiate with the successful proposer any additional terms and conditions not contained in their proposal, which are in the best interest of the District or to otherwise revise the scope of this RFP. All proposals, whether accepted or rejected, shall become the property of the Marina Coast Water District. All proposals received become public records. The District's decision to award a contract will be based on many factors including, but not limited to service, cost, experience, and ability to deliver, or for any other reason deemed by the District to be in the best interest of the District. No single factor, such as cost, will determine the final decision to award. This RFP and the firm's response, including all promises, warranties, commitments, and representations made in the successful proposal, shall become binding contractual obligations, and will be incorporated by reference in the final agreement between the Marina Coast Water District and the selected firm. All terms and conditions not specifically identified as exceptions will be considered acceptable to Contractor.

VIII. ESTIMATED TIMELINE (DATES ARE SUBJECT TO CHANGE)

- May 15, 2017 – Board approve RFP for independent audit services
- May 16, 2017 – Distribution of RFP
- May 30, 2017 – Deadline for questions
- June 12, 2017 – Closing Date
- June 13 – 20, 2017 – Proposal evaluations and possible interviews
- June 26, 2017 – Present Recommendations to District Board for contract award
- October 2, 2017 – Rate Workshop #1
- November 6, 2017 – Rate Workshop #2
- December 4, 2017 – Rate Workshop #3

IX. CONTACTS

For questions regarding the scope of the proposal or the proposal process, please submit questions through email only to:

Kelly Cadiente, Director of Administrative Services at kcadiente@mcwd.org

X. DEADLINE FOR SUBMISSION OF PROPOSALS

The District must receive proposals by June 12, 2017, 4:00 PM:

Electronic Submissions should be sent to:

Kelly Cadiente, Director of Administrative Services at kcadiente@mcwd.org

Physical and U.S. Mail Address:

Marina Coast Water District
Kelly Cadiente, Director of Administrative Services
11 Reservation Road
Marina, CA 93933

Proposals must be received by the deadline of June 12, 2017, 4:00 PM. Postmark does not constitute receipt.

XI. ATTACHMENTS

- Exhibit A: MCWD Central Marina User Fees Ordinance 56
- Exhibit B: MCWD Central Marina Capacity Fee Ordinance 57
- Exhibit C: MCWD Ord Community Capacity Fees Resolution No. 2014-18
- Exhibit D: MCWD Ord Community User Fees Resolution No. 2014-20
- Exhibit E: MCWD Other Rates, Fees and Charges
- Exhibit F: MCWD Professional Services Agreement

Thank you for your interest in working with the Marina Coast Water District for this service. We look forward to receiving your proposal.

MARINA COAST WATER DISTRICT
ORDINANCE NO. 56

AN ORDINANCE AMENDING SECTIONS 6.08.030, 6.08.060, 6.08.080, 6.08.100, AND
6.12.050 OF THE DISTRICT CODE
CHANGING RATES, FEES AND CHARGES FOR WATER AND SEWER SERVICES
FOR THE CENTRAL MARINA SERVICE AREA

Be it ordained by the Board of Directors of
Marina Coast Water District
as follows:

Section 1. Authority. This Ordinance is enacted pursuant to Sections 30000 and following of the California Water Code, and Section 6 of Article XIII D of the California Constitution.

Section 2. Findings.

- A. This ordinance is considered for action by the Board of Directors at a regularly scheduled and noticed meeting. The agenda was posted in accordance with County Water District law with opportunity for public review in advance of the meeting and public comment during consideration of the ordinance by the Board. The District has complied with publication, notice and hearing requirements of Section 6 of Article XIID of the California Constitution and Section 31105 of the California Water Code.
- B. The District Code establishes, among other things, water consumption charges, minimum monthly charges, monthly sewer charges, various service charges, and water and sewer capacity charges for the District's customers. Based on the recommendations of the District's General Manager and engineering and financial advisors, and the 2013 5-Year Water and Wastewater Financial Plan and Rate Study adopted by the Board of Directors on August 26, 2013, revised rates, fees and charges are necessary to meet operating and capital expenses for sound operation of the District in accordance with Water Code Section 31007 and to enable the District to provide continued water and sewer service within the District's Central Marina service area.
- C. The District's legal counsel advises, and the Board finds, that adoption of this ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the State CEQA Guidelines codified at 14 CCR §15273 because this ordinance pertains to the adoption of rates, fees and charges necessary to maintain services with the District's existing service area.
- D. The rates, fees and charges adopted by this ordinance will not exceed the estimated reasonable costs of providing the services for which the rates, fees or charges are imposed and will not exceed the proportional cost of the service attributable to the parcel receiving the service.

Section 3. Purpose of Ordinance. The purpose of this Ordinance is to revise charges for water and wastewater services for the District’s Central Marina service area. This Ordinance amends Sections 6.08.030, 6.08.060, 6.08.080, 6.08.100, and 6.12.050 of the District Code.

Section 4. Temporary Water Service. Section 6.08.030 (F) of the District Code is amended to read as follows:

“6.08.030 Temporary water service.

F. The applicant shall be responsible for district equipment utilized for this purpose and the necessary repair or replacement costs shall be deducted from the applicant's deposit. The applicant is responsible for returning the district equipment and closing the account promptly after the job is complete. If a meter is not returned promptly, the district shall deduct the cost of replacing the meter from the applicant’s deposit.

Gate Valve/Meter deposit	\$ 650.00
Water consumption deposit minimum	\$1,100.00
Set or remove hydrant meter	\$ 140.00
Relocate meter per occurrence	\$ 140.00
Meter set, other than on fire hydrant	Actual Cost
Minimum monthly service charge (Effective July 1, 2014)	\$ 87.33
Minimum monthly service charge (Effective January 1, 2015)	\$ 89.95
Minimum monthly service charge (Effective January 1, 2016)	\$ 92.65
Minimum monthly service charge (Effective January 1, 2017)	\$ 95.43
Minimum monthly service charge (Effective January 1, 2018)	\$ 98.29

Monthly quantity rate for each HCF (see Section 6.08.100 Water Consumption Rates”

Section 5. Monthly Minimum Water Charges. Section 6.08.060 of the District Code is hereby amended to read as follows:

“6.08.060 Monthly minimum water charges.

The monthly minimum charges for water service shall be:

METER SIZE	CHARGES (Effective July 1, 2014)	CHARGES (Effective January 1, 2015)	CHARGES (Effective January 1, 2016)	CHARGES (Effective January 1, 2017)	CHARGES (Effective January 1, 2018)
5/8” or 3/4”	\$19.87	\$20.46	\$21.07	\$21.71	\$22.36
1”	\$32.05	\$33.01	\$34.00	\$35.02	\$36.07
1-1/2”	\$52.36	\$53.94	\$55.55	\$57.22	\$58.94
2”	\$76.73	\$79.04	\$81.41	\$83.85	\$86.36
3”	\$133.64	\$137.65	\$141.78	\$146.03	\$150.41
4”	\$214.85	\$221.30	\$227.93	\$234.77	\$241.82
6”	\$417.96	\$430.50	\$443.41	\$456.71	\$470.42
8”	\$824.41	\$849.14	\$874.62	\$900.86	\$927.88

Section 6. Private Fire Service. Section 6.08.080 of the District Code is hereby amended to read as follows:

“6.08.080 Private fire service.

The monthly charges for private fire service shall be:

METER SIZE	CHARGES (Effective July 1, 2014)	CHARGES (Effective January 1, 2015)	CHARGES (Effective January 1, 2016)	CHARGES (Effective January 1, 2017)	CHARGES (Effective January 1, 2018)
1”	\$1.49	\$1.53	\$1.58	\$1.63	\$1.68
1-1/2”	\$4.32	\$4.45	\$4.59	\$4.72	\$4.87
2”	\$9.21	\$9.49	\$9.78	\$10.07	\$10.37
2-1/2”	\$16.57	\$17.07	\$17.58	\$18.11	\$18.65
3”	\$26.77	\$27.57	\$28.40	\$29.25	\$30.13
4”	\$57.04	\$58.75	\$60.51	\$62.33	\$64.20
6”	\$165.69	\$170.66	\$175.78	\$181.05	\$186.49
8”	\$353.09	\$363.68	\$374.59	\$385.83	\$397.40

Section 7. Water Consumption Rates. Section 6.08.100 (A) of the District Code is hereby amended to read as follows:

“6.08.100 Water consumption rates.

A. Water consumption by District Customers shall be measured in units of one hundred cubic feet (seven hundred forty-eight gallons). The quantity charge for water consumption per one hundred cubic feet (HCF) shall be as follows:

CONSUMPTION	CHARGES (Effective July 1, 2014)	CHARGES (Effective January 1, 2015)	CHARGES (Effective January 1, 2016)	CHARGES (Effective January 1, 2017)	CHARGES (Effective January 1, 2018)
0-8 hcf	\$2.47 per hcf	\$2.55 per hcf	\$2.62 per hcf	\$2.70 per hcf	\$2.78 per hcf
9-16 hcf	\$2.83 per hcf	\$2.92 per hcf	\$3.01 per hcf	\$3.10 per hcf	\$3.19 per hcf
16+ hcf	\$5.00 per hcf	\$5.15 per hcf	\$5.31 per hcf	\$5.47 per hcf	\$5.63 per hcf

Construction Water Depots (same as Temporary Water Service rates):

Minimum monthly charge (Effective July 1, 2014)	\$ 87.33
Minimum monthly charge (Effective January 1, 2015)	\$ 89.95
Minimum monthly charge (Effective January 1, 2016)	\$ 92.65
Minimum monthly charge (Effective January 1, 2017)	\$ 95.43
Minimum monthly charge (Effective January 1, 2018)	\$ 98.29
Monthly Quantity rate for each HCF (see above table for Consumption Rates)”	

Section 8. Wastewater Collection Rates. Section 6.12.050 of the District Code is amended to read as follows:

“6.12.050 Wastewater collection rates.

Wastewater collection rates for all classes of customers within the District shall be as follows per month per equivalent dwelling unit (EDU), calculated using the table of user classifications and wastewater demand factors set forth in Appendix D of this code.

\$10.10 per equivalent dwelling unit (Effective July 1, 2014)

\$11.11 per equivalent dwelling unit (Effective January 1, 2015)

\$12.22 per equivalent dwelling unit (Effective January 1, 2016)

\$13.44 per equivalent dwelling unit (Effective January 1, 2017)

\$14.78 per equivalent dwelling unit (Effective January 1, 2018)

Section 9. Requirements for Rates, Fees and Charges. The rates, fees and charges adopted by this ordinance shall not exceed the reasonably estimated costs of providing the services for which the rates, fees or charges are imposed.

Section 10. Effective Date. All sections of this Ordinance pertaining to water service rates, fees, and charges shall be in full force and effect thirty (30) days from and after the date of adoption. All sections of this Ordinance pertaining to wastewater service rates, fees, and charges shall be in full force and effect immediately upon adoption in accordance with section 31105(a) of the California Water Code.

Section 11. Publication and Posting. Within 10 days after adoption, the district shall publish, in a newspaper published in Monterey County and circulated within the district, a summary of this ordinance with the names of those directors voting for and against adoption, and shall post in the district office a certified copy of the full text of this ordinance as adopted along with the names of those directors voting for and against adoption.

Section 12. Notice of Exemption Notice of Determination. The Secretary is authorized and directed to give due notice of exemption of this ordinance from the provisions of CEQA, pursuant to Title 14 California Code of Regulations section 15062.

Section 13. Existing Charges. Existing rates, fees and charges in effect when this ordinance is adopted shall remain in effect unless specifically changed by this ordinance.

Section 14. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or invalid, or superseded by some other provision of law, such provisions shall be severed from and shall not affect the validity of the remaining provisions of this ordinance. The Board hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any other part thereof be unconstitutional or invalid, or superseded by some other provision of law. The parts of this ordinance which are not unconstitutional, invalid, or superseded shall remain in full force and effect and shall be enforced according to their terms.

Section 15. Interpretation. Words and phrases used in this ordinance shall be read conjunctively with and shall have the same meaning as in prior district ordinances and the district Code, unless specifically changed by this ordinance or unless the context requires some other construction. If there is any inconsistency between this ordinance and prior provisions, this ordinance shall control.


Section 16. Annual Modification of Rates and Charges. All rates, fees and charges specified in this ordinance are the maximum amounts that may be imposed by the District for the applicable time period. The Board of Directors as part of its review and adoption of the annual District budget may determine by resolution to impose less than the applicable rate, fee or charge set forth in this ordinance for all or a portion of the time period covered by that District budget.

On motion of Director Gustafson, seconded by Vice President Shriner; the foregoing Ordinance is enacted and shall take effect upon adoption by the following roll call of the Board:

Ayes: Gustafson, Shriner, Moore
Nays: Lee
Absent: Le
Abstained: None

By 
Thomas P. Moore, President

ATTEST:


Brian C. Lee, Secretary

CERTIFICATE OF SECRETARY

The undersigned hereby certifies that the foregoing Ordinance was adopted and approved by the Board of Directors at a special meeting on May 19, 2014.


Brian C. Lee, Secretary

MARINA COAST WATER DISTRICT
ORDINANCE NO. 57

AN ORDINANCE AMENDING SECTIONS 6.08.090, 6.12.020, AND 6.12.040,
OF THE DISTRICT CODE
CHANGING CAPACITY CHARGES FOR WATER AND SEWER SERVICES
FOR THE CENTRAL MARINA SERVICE AREA

Be it ordained by the Board of Directors of
Marina Coast Water District
as follows:

Section 1. Authority. This Ordinance is enacted pursuant to Sections 30000 and following of the California Water Code, and Sections 66013 and 66016 of the California Government Code.

Section 2. Findings.

- A. This ordinance is considered for action by the Board of Directors at a regularly scheduled and noticed meeting. The agenda was posted in accordance with County Water District law with opportunity for public review in advance of the meeting and public comment during consideration of the ordinance by the Board. The District has complied with publication, notice and hearing requirements of Section 66016 of the California Government Code and Section 31105 of the California Water Code.
- B. The District Code establishes, among other things, water and sewer capacity charges for the District's customers. Based on the recommendations of the District's General Manager and engineering and financial advisors, and the 2013 5-Year Water and Wastewater Financial Plan and Rate Study adopted by the Board of Directors on August 26, 2013, revised charges are necessary to meet operating and capital expenses for sound operation of the District in accordance with Water Code Section 31007 and to enable the District to provide continued water and sewer service within the District's Central Marina service area.
- C. The District's legal counsel advises, and the Board finds, that adoption of this ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the State CEQA Guidelines codified at 14 CCR §15273 because the ordinance pertains to the adoption of charges necessary to maintain services within the District's existing service area.
- D. The charges adopted by this ordinance shall not exceed the estimated amount required to provide the services for which the charges are imposed.
- E. No written requests are on file with the District for mailed notice of meetings on new or increased fees or service charges pursuant to Government Code Section

66016. At least 10 days prior to the meeting, the District made available to the public data indicating the amount of cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service.

Section 3. Purpose of Ordinance. The purpose of this Ordinance is to revise capacity charges for water and wastewater services for the District's Central Marina service area. This Ordinance amends Sections 6.08.090, 6.12.020, and 6.12.040 of the District Code.

Section 4. Capacity Charges for New or Modified Potable and Recycled Water Service Connections. Section 6.08.090 (A) of the District Code is hereby amended to read as follows:

“6.08.090 Capacity charges for new or modified potable and recycled water service connections.

- A. The water capacity charge for each equivalent dwelling unit (“EDU”, as defined in Section 1.04.010) shall be as follows:

\$ 4,526 per EDU

Appendix C shall be the basis for determining capacity charges for water service connections. The General Manager shall determine the assigned water rate for those uses not specified in Appendix C. The assigned water rate for any use not specified in Appendix C may be increased within six months after the end of the first full year of any such use, if actual, metered water use for the year is higher than the use determined by the General Manager in calculating the capacity charge.

Section 5. Capacity Charge. Section 6.12.020 (A) of the District Code is hereby amended to read as follows:

“6.12.020 Capacity charge.

- A. The collection system capacity charge for residential and equivalent dwelling units (“EDU”, as defined in Section 1.04.010) shall be as follows:

\$ 2,333 per EDU

Section 6. Capacity Charge for new and modified sewer service connection. Table 6.12.040 within Section 6.12.040 of the District is hereby amended to read as follows:

Table 6.12.040
SEWER CAPACITY CHARGES

Residential Units

Sewer collection system capacity charge \$2,333.00 per EDU.

Same charge per unit for single-family, multiple dwelling, condominium, trailer space, or mobile home.

Nonresidential Units

Sewer collection system capacity charge—Based on fixture units as defined in the Uniform Plumbing Code per structure.

Fixture units are to be assigned based on ultimate plumbing fixtures per approved building plans, regardless of number of fixtures initially installed.

Each twenty fixture units are equivalent to one equivalent dwelling unit (EDU). For each hotel/motel unit a minimum of one EDU per room will be applied.

The sewer collection system capacity charge is collected at the ratio of one EDU per each twenty fixture units. For example, twenty-four fixture units equals one point two (1.2) EDU's for a capacity fee of \$2,780.00 when the capacity charge per EDU is \$2,333.00.

Each nonresidential connection is a minimum of one EDU.

Section 7. Requirements for Rates, Fees and Charges. The charges adopted by this ordinance shall not exceed the estimated amount required to provide the services for which the charges are imposed. Revenues derived, respectively, from water and sewer capacity charges shall not be used for any purpose other than for capital facilities to provide, respectively, water and sewer service. If the capacity charges adopted by this ordinance create revenues in excess of actual cost, those revenues shall be used to reduce the capacity charges creating the excess.

Section 8. Effective Date. All sections of this ordinance shall be in full force and effect sixty (60) days from and after the date of the publication of this ordinance in accordance with Section 9 below or July 1, 2014, whichever occurs last.

Section 9. Publication and Posting. Within 10 days after adoption, the district shall publish, in a newspaper published in Monterey County and circulated within the district, a summary of this ordinance with the names of those directors voting for and against adoption, and shall post in the district office a certified copy of the full text of this ordinance as adopted along with the names of those directors voting for and against adoption.

Section 10. Notice of Exemption Notice of Determination. The Secretary is authorized and directed to give due notice of exemption of this ordinance from the provisions of CEQA, pursuant to Title 14 California Code of Regulations section 15062.

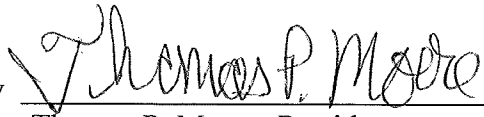
Section 11. Existing Charges. Existing rates, fees and charges in effect when this ordinance is adopted shall remain in effect unless specifically changed by this ordinance and, if specifically changed by this ordinance, then until the Effective Date of this ordinance.

Section 12. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or invalid, or superseded by some other provision of law, such provisions shall be severed from and shall not affect the validity of the remaining provisions of this ordinance. The Board hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any other part thereof be unconstitutional or invalid, or superseded by some other provision of law. The parts of this ordinance which are not unconstitutional, invalid, or superseded shall remain in full force and effect and shall be enforced according to their terms.

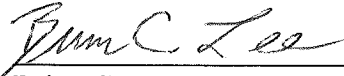
Section 13. Interpretation. Words and phrases used in this ordinance shall be read conjunctively with and shall have the same meaning as in prior district ordinances and the district Code, unless specifically changed by this ordinance or unless the context requires some other construction. If there is any inconsistency between this ordinance and prior provisions, this ordinance shall control.

On motion of Vice President Shriner, seconded by President Moore; the foregoing Ordinance is enacted and shall take effect upon adoption by the following roll call of the Board:

Ayes: _____ Lee, Shriner, Moore _____
Nays: _____ Le _____
Absent: _____ Gustafson _____
Abstained: _____ None _____


By  _____
Thomas P. Moore, President

ATTEST:

 _____
Brian C. Lee, Secretary

CERTIFICATE OF SECRETARY

The undersigned hereby certifies that the foregoing Ordinance was adopted and approved by the Board of Directors at a special meeting on May 5, 2014.



Brian C. Lee, Secretary

May 5, 2014

Resolution No. 2014-18
Resolution of the Board of Directors
Marina Coast Water District
Approving Changes to Capacity Charges for Water and Wastewater Services
Of the Ord Community Service Area

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on May 5, 2014 at 211 Hillcrest Avenue, Marina, California as follows:

1. Authority. This Resolution is adopted pursuant to Sections 30000 and following of the California Water Code and Sections 66013 and 66016 of the California Government Code.

2. Findings.

A. This resolution is considered for adoption by the Board of Directors at a regularly scheduled and noticed meeting after a properly notice public hearing. The agenda was posted in accordance with the law and with opportunity for public review in advance of the meeting and public comment during consideration of the resolution by the Board. The District has complied with publication, notice and hearing requirements of Section 66016 of the California Government Code.

B. District Resolution No. 2005-38 adopted Capacity Charges and Capital Surcharges for the Ord Community on July 13, 2005.

C. The District’s legal counsel advises, and the Board finds, that adoption of this resolution is exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the State CEQA Guidelines codified at 14 CCR §15273 because the resolution pertains to the adoption of charges necessary to maintain services within the District’s existing service area.

D. The charges adopted by this resolution shall not exceed the estimated amount required to provide the services for which the charges are imposed.

E. No written requests are on file with the District for mailed notice of meetings on new or increased fees or service charges pursuant to Government Code Section 66016. At least 10 days prior to the meeting, the District made available to the public data indicating the amount of cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service.

3. Purpose of Resolution. The purpose of this Resolution is to revise capacity charges for water and wastewater services for the District’s Ord Community service area. This Resolution supersedes the capacity charges set forth in Resolution No. 2005-38 except as to Capital Surcharges under Section 9, Capital Surcharge, of this Resolution.

4. Use of Terms in District Code. To the extent that a word or term is used in this Resolution is not defined herein but an equivalent word or term is used in the District Code for

the same type of service, then the word or term used in this Resolution shall have the same meaning and effect as used in the District Code. For example, the term “equivalent dwelling unit or “EDU” as used herein shall have the same meaning as that term is defined in District Code section 1.04.010.

5. Capacity Charges for New or Modified Potable and Recycled Water Service Connections for EDU.

A. The water capacity charge for each equivalent dwelling unit (“EDU”) shall be as follows:

\$ 8,010 per EDU

B. Appendix C of the District Code shall be used for determining capacity charges for water service connections. The General Manager shall determine the assigned water rate for those uses not specified in Appendix C. The assigned water rate for any use not specified in Appendix C may be increased within six months after the end of the first full year of any such use, if actual, metered water use for the year is higher than the use determined by the General Manager in calculating the capacity charge.

6. Collection System Capacity Charge for New or Modified Wastewater Service Connections for Residential and EDU.

A. The collection system capacity charge for residential and equivalent dwelling units (“EDU”) shall be as follows:

\$ 3,322 per EDU

7. Collection System Capacity Charge for New or Modified Wastewater Service Connections for Nonresidential Units.

A. Section 6.12.040 of the District Code is incorporated into this Resolution by reference, except that the following summary table shall apply instead of the table in Section 6.12.040:

<p>SEWER CAPACITY CHARGES</p> <p>Residential Units</p> <p>Sewer collection system capacity charge <u>\$ 3,322 per EDU.</u></p> <p>Same charge per unit for single-family, multiple dwelling, condominium, trailer space, or mobile home.</p>
--

Nonresidential Units

Sewer collection system capacity charge—Based on fixture units as defined in the Uniform Plumbing Code per structure.

Fixture units are to be assigned based on ultimate plumbing fixtures per approved building plans, regardless of number of fixtures initially installed.

Each twenty fixture units are equivalent to one equivalent dwelling unit (EDU). For each hotel/motel unit a minimum of one EDU per room will be applied.

The sewer collection system capacity charge is collected at the ratio of one EDU per each twenty fixture units. For example, twenty-four fixture units equals one point two (1.2) EDU's for a capacity fee of \$ 3,986.40 when the capacity charge per EDU is \$ 3,322.00.

Each nonresidential connection is a minimum of one EDU.

8. Payment of Capacity Charges. Capacity Charges shall be paid to the District upon the issuance of the building permit, which includes the applicable service connections, unless the District is authorized by law to require payment at an earlier time.

9. Requirements for Capacity Charges. The charges adopted by this resolution shall not exceed the estimated amount required to provide the services for which the charges are imposed. Revenues derived, respectively, from water and wastewater capacity charges shall not be used for any purpose other than for capital facilities to provide, respectively, water and wastewater service. If the capacity charges adopted by this resolution create revenues in excess of actual cost, those revenues shall be used to reduce the capacity charges creating the excess.

10. Capital Surcharge. “Capital Surcharge” means a monthly charge for capital expenses and facilities. The Capital Surcharge for both water and wastewater shall be paid monthly by the customer receiving service, starting at the time a water service meter is installed. If only water or wastewater service, but not both, is provided, then only the Capital Surcharge for the applicable service shall be paid monthly by the customer receiving service, starting at the time a water service meter is installed. If no water service meter is installed, then at the time the District determines that wastewater service is available for the customer’s sewer connection. The monthly Capital Surcharges for water connections payable at \$20 per month adopted by Resolution No. 2005-38 shall continue in effect for each water service connection subject to the Capital Surcharge prior to the Effective Date of this Resolution. The monthly Capital Surcharges for wastewater connections payable at \$5 per month adopted by Resolution No. 2005-38 shall continue in effect for each wastewater service connection subject to the Capital Surcharge prior to the Effective Date of this Resolution. From and after the Effective Date of this Resolution, any new water or wastewater connection subject to the new Capacity Charges shall not pay a monthly Capital Surcharge.

11. The District will comply with the requirements of Government Code section 54999.3 before imposing a new or increased capital facilities fee (as defined in Government Code section 54999.1) on any school district, county office of education, community college district, the California State University, the University of California or other state agency.

12. Effective Date. All sections of this Resolution shall be in full force and effect sixty (60) days from and after the date of its adoption or July 1, 2014, whichever occurs last. To the extent that capacity charges for the Ord Community Service Area come within the meaning of budgets or compensation plans under Section 7, Financial Provisions, of that certain 1998 Water/Wastewater Facilities Agreement between the Fort Ord Reuse Authority and the District, then the Effective Date could be potentially modified by the review process prescribed in that Section 7.

13. Notice of Exemption. The Secretary is authorized and directed to give due notice of exemption of this resolution from the provisions of CEQA, pursuant to Title 14 California Code of Regulations section 15062.

14. Existing Charges. Existing rates, fees and charges in effect when this resolution is adopted shall remain in effect unless specifically changed by this resolution and, if specifically changed by this resolution, then until the Effective Date of this resolution.

15. Severability. If any section, subsection, sentence, clause, or phrase of this resolution is for any reason held to be unconstitutional or invalid, or superseded by some other provision of law, such provisions shall be severed from and shall not affect the validity of the remaining provisions of this resolution. The Board hereby declares that it would have passed this resolution and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any other part thereof be unconstitutional or invalid, or superseded by some other provision of law. The parts of this resolution which are not unconstitutional, invalid, or superseded shall remain in full force and effect and shall be enforced according to their terms.

16. Interpretation. Words and phrases used in this resolution shall be read conjunctively with and shall have the same meaning as in prior district resolutions and the district Code, unless specifically changed by this resolution or unless the context requires some other construction. If there is any inconsistency between this resolution and prior provisions, this resolution shall control.

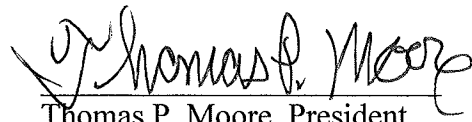
PASSED AND ADOPTED on May 5, 2014, by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors Lee, Shriner, Moore

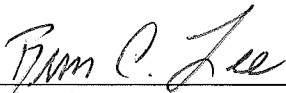
Noes: Directors Le

Absent: Directors Gustafson

Abstained: Directors None


Thomas P. Moore, President


ATTEST:



Brian C. Lee, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2014-18 adopted May 5, 2014.



Brian C. Lee, Secretary

May 19, 2014

Resolution No. 2014-20
Resolution of the Board of Directors
Marina Coast Water District
Adopting the New District Rates, Fees, and Charges for the
Ord Community Water and Wastewater Service Area, excluding Capacity Charges

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on May 19, 2014, at 211 Hillcrest Avenue, Marina California as follows:

Recitals

A. The District and FORA, entered into a “Water/Wastewater Facilities Agreement” (“Agreement”) on March 13, 1998, and have subsequently duly amended the Agreement; and,

B. Since the finalization of the Agreement, (i) FORA has permanently transferred the water and wastewater facilities to the District pursuant to the Agreement, (ii) the District physically interconnected the Ord Community water and wastewater systems with the Marina Coast systems, and (iii) the District has consolidated the two water systems under a single Public Water System Permit issued by the California Department of Public Health; and

C. The District has commissioned and received a Financial Plan and Rate and Fee Study, dated September 2013, which determines the costs of providing service to the District’s service areas, including the Ord Community Service area; and

D. The new rates, fees, and charges, excluding capacity charges are set forth in attached Exhibit A, which is incorporated herein by reference, for water, recycled water and wastewater services to the Ord Community Service Area; and,

E. In accordance with Section 7.1.3 of the Agreement, District staff prepared and filed with the Water/Wastewater Oversight Committee (“WWOC”) of FORA as required by FORA on February 27, 2014, the draft FY 2014-2015 Budget and the proposed water and sewer rates, fees, and charges for the period July 1, 2014, through June 30, 2015, as set forth in the attached Exhibit A; and,

F. The proposed new water and sewer rates, fees, and charges provides for funds necessary to meet operating and capital expenses for the sound operation and provision of the water, recycled water and wastewater facilities within the existing Ord Community service area on the former Fort Ord within FORA’s jurisdictional boundaries as required by Section 7.1.2 of the Agreement and by Water Code Section 31007; and,

G. The proposed new water and sewer rates, fees, and charges are consistent with the District’s Financial Plan and Rate and Fee Study, dated September 2013, and with the new water and sewer rates, fees and charges the District adopted for the Central Marina service area through Ordinance No. 56; and,

H. The District's imposition and administration of the rates, fees and charges (excluding Capacity Charges) set forth in attached Exhibit A shall comply with the substantive provisions contained in Section 6(b) of Article XIID of the California State Constitution; and,

I. The District's legal counsel advises, and the Board finds, that adoption of this resolution is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the State CEQA Guidelines codified at 14 CCR §15273 because the resolution pertains to the adoption of charges necessary to maintain services within the District's existing service area.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board of Directors of the Marina Coast Water District does hereby approve and adopt the new rates, fees, and charges, excluding Capacity Charges, set forth in attached Exhibit A for water, recycled water and wastewater services to the Ord Community Service Area.

2. The District is authorized to charge and collect rates for provision of water and wastewater services within the boundaries of FORA in accordance with the rates, fees and charges set forth in Exhibit A, excluding Capacity Charges. The District is further authorized to use the same rates, fees and charges in providing services to the area of Ord Community within the jurisdiction of the U.S. Army.

3. The rates, fees and charges authorized by this Resolution shall not exceed the estimated reasonable costs of providing the services for which the rates, fees or charges are imposed.

4. Notice of Exemption. The Secretary is authorized and directed to give due notice of exemption of this resolution from the provisions of CEQA, pursuant to Title 14 California Code of Regulations section 15062.

5. Effective Date. All sections of this Resolution shall be in full force and effect on July 1, 2014. To the extent that rates, fees, and charges for the Ord Community Service Area come within the meaning of budgets or compensation plans under Section 7, Financial Provisions, of the Agreement, then the Effective Date could be potentially modified by the review process prescribed in that Section 7.

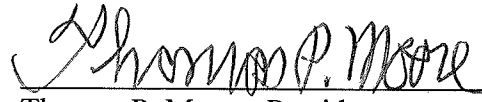
PASSED AND ADOPTED on May 19, 2014, by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors Gustafson, Shriner, Moore


Noes: Directors Lee

Absent: Directors Le

Abstained: Directors None


Thomas P. Moore, President

ATTEST:


Brian C. Lee, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2014-20 adopted May 19, 2014.



Brian C. Lee, Secretary

EXHIBIT A to Resolution No. 2014-20

ORD SERVICE AREA MONTHLY WATER RATES

RATE	
Water Consumption Charge	
Effective July 1, 2014	\$2.22 per hcf (0-8 hcf)
	\$3.40 per hcf (9-16 hcf)
	\$4.59 per hcf (16 + hcf)
Effective January 1, 2015	\$2.60 per hcf (0-8 hcf)
	\$3.98 per hcf (9-16 hcf)
	\$5.37 per hcf (16 + hcf)
Effective January 1, 2016	\$2.97 per hcf (0-8 hcf)
	\$4.56 per hcf (9-16 hcf)
	\$6.14 per hcf (16 + hcf)
Effective January 1, 2017	\$3.40 per hcf (0-8 hcf)
	\$5.22 per hcf (9-16 hcf)
	\$7.03 per hcf (16 + hcf)
Effective January 1, 2018	\$3.68 per hcf (0-8 hcf)
	\$5.65 per hcf (9-16 hcf)
	\$7.62 per hcf (16 + hcf)
Monthly Flat Rate Billing	
Effective July 1, 2014	\$98.36 per unit without meter
Effective January 1, 2015	\$112.65 per unit without meter
Effective January 1, 2016	\$127.29 per unit without meter
Effective January 1, 2017	\$143.94 per unit without meter
Effective January 1, 2018	\$153.99 per unit without meter

One hcf, or hundred cubic feet, is 748 gallons, edu - equivalent dwelling unit

ORD SERVICE AREA MONTHLY WASTEWATER RATES

RATE	
Effective July 1, 2014	\$26.49 per equivalent dwelling unit
Effective January 1, 2015	\$27.55 per equivalent dwelling unit
Effective January 1, 2016	\$28.65 per equivalent dwelling unit
Effective January 1, 2017	\$29.80 per equivalent dwelling unit
Effective January 1, 2018	\$32.18 per equivalent dwelling unit

ORD SERVICE AREA MONTHLY WATER SERVICE FEES

METER SIZE	FEE (Effective July 1, 2014)	FEE (Effective January 1, 2015)	FEE (Effective January 1, 2016)	FEE (Effective January 1, 2017)	FEE (Effective January 1, 2018)
5/8" or 3/4"	\$28.96	\$31.48	\$34.37	\$37.55	\$38.79
1"	\$45.18	\$49.11	\$53.62	\$58.57	\$60.51
1-1/2"	\$72.21	\$78.49	\$85.71	\$93.62	\$96.71
2"	\$104.64	\$113.74	\$124.20	\$135.66	\$140.14
3"	\$180.37	\$196.05	\$214.09	\$233.85	\$241.57
4"	\$288.45	\$313.52	\$342.36	\$373.96	\$386.31
6"	\$558.75	\$607.31	\$663.18	\$724.39	\$748.31
8"	\$1,099.66	\$1,195.24	\$1,305.19	\$1,425.66	\$1,472.72
Temporary Water Service	\$96.89	\$110.93	\$125.32	\$141.69	\$151.56

ORD SERVICE AREA MONTHLY FIRE SERVICE FEES

METER SIZE	FEE (Effective July 1, 2014)	FEE (Effective January 1, 2015)	FEE (Effective January 1, 2016)	FEE (Effective January 1, 2017)	FEE (Effective January 1, 2018)
1"	\$1.69	\$1.83	\$2.00	\$2.19	\$2.26
1-1/2"	\$4.90	\$5.33	\$5.82	\$6.35	\$6.56
2"	\$10.44	\$11.35	\$12.40	\$13.54	\$13.99
2-1/2"	\$18.78	\$20.41	\$22.29	\$24.35	\$25.15
3"	\$30.34	\$32.97	\$36.01	\$39.33	\$40.63
4"	\$64.65	\$70.26	\$76.73	\$83.81	\$86.58
6"	\$187.79	\$204.11	\$222.88	\$243.46	\$251.49
8"	\$400.18	\$434.96	\$474.97	\$518.81	\$535.94

**MARINA & ORD COMMUNITY
WATER & WASTEWATER SYSTEM
RATES, FEES and CHARGES
FY 2017 - 2018
Effective July 1, 2017**

General Manager	\$156.00 per hour
District Engineer	\$130.00 per hour
Director of Administrative Services	\$105.00 per hour
Capital Projects Manager	\$95.00 per hour
Projects Manager	\$99.00 per hour
Associate Engineer	\$83.00 per hour
Engineering Administrative Assistant	\$67.00 per hour
Engineering Assistant	\$55.00 per hour
Lab Supervisor	\$85.00 per hour
O&M Superintendent	\$106.00 per hour
O&M Supervisor	\$92.00 per hour
Operations & Maintenance System Operator 3	\$81.00 per hour
Operations & Maintenance System Operator 2/Backflow Specialist	\$79.00 per hour
Operations & Maintenance System Operator 2	\$82.00 per hour
Operations & Maintenance System Operator 1	\$58.00 per hour
Conservation Specialist III	\$66.00 per hour
Conservation Specialist I/II	\$51.00 per hour

Work Truck	\$20.00 per hour
Backhoe Tractor	\$30.00 per hour
Front Loader Tractor	\$58.00 per hour
Vactor Truck	\$30.00 per hour
Dump Truck	\$30.00 per hour
Ground Penetrating Radar Unit	\$10.00 per hour
CCTV Camera	\$65.00 per hour

Photocopy Charges \$0.20 per copy

Size	<u>Meter Installation Fee</u>
5/8" or 3/4"	\$350.00
1"	\$400.00
1 1/2"	\$450.00
2"	\$700.00
3" or Larger	

Actual direct and indirect cost to district.

Advance payment to be based on estimated cost.

Preliminary Project Review Fee (large projects)	\$500.00
Plan Review Fees:	
Existing Residential Modifications	\$200.00 per unit plus additional fees
Existing Commercial Modifications	\$400.00 per unit plus additional fees
Plan Review	\$500.00 per unit plus additional fees
Water/Sewer Permit Fee	\$30.00 each
Small Project Inspection Fee (single lot)	\$400.00 per unit
Large Project Inspection Fee (large projects)	\$500.00 per unit plus 3% of water & sewer construction cost
Building Modification/Addition Fee	\$200.00 per unit
Deposit for a Meter Relocation	\$200.00 deposit, plus actual costs
Mark and Locate Fee (USA Markings)	\$100.00 first mark and locate at no-charge, each additional for \$100
Backflow/Cross Connection Control Fee	\$45.00 per device
Additional Backflow/Cross Connection Device	\$30.00 per device
Deposit for New Account/Re-Establish Account	\$35.00 per edu
Meter Test Fee	\$15.00 for 3/4" meter, actual cost for 1" and larger
Returned Check Fee	\$15.00 per returned item
Basic Penalty	10% of the delinquent amount
Additional Penalty	1.50% per month of the delinquent amount

**PROFESSIONAL SERVICES AGREEMENT FOR
CONSULTING SERVICES
BETWEEN
MARINA COAST WATER DISTRICT
AND
[CONSULTANT]**

Some of the important terms of this Agreement are printed on Page 2. For your protection, make sure that you read and understand all provisions before signing. The terms on Page 2 are incorporated in this document and will constitute a part of the Agreement between the parties when signed.

TO: Marina Coast Water District DATE: _____
11 Reservation Road
Marina, CA 93933

The undersigned Consultant offers to furnish the following:

The scope of services is included in the District's RFP for Rate and Fee Study with Cost Allocation Plan Services dated May 16, 2017.

Contract price \$ _____

Completion date _____

Instructions: Sign and return two originals. Upon acceptance by the Marina Coast Water District, a copy will be signed by its authorized representative and promptly returned to you.

Accepted: Marina Coast Water District	[Consultant]
By _____	By _____
Name <u>Keith Van Der Maaten</u>	Name _____
Title <u>General Manager</u>	Title _____

Consultant agrees with the Marina Coast Water District that:

1. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant will defend, indemnify and hold harmless the Marina Coast Water District, its directors, officers, employees, or authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the Consultant's negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. Consultant shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of Consultant's performance or non-performance of the work hereunder, and shall not tender such claims to District nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.

2. Other than in the performance of professional services, to the fullest extent permitted by law, Consultant will defend, indemnify and hold harmless the Marina Coast Water District, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons arising out of the performance of the work; including but not limited to claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of the Marina Coast Water District, its directors, officers, employees, or authorized volunteers.

3. By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that Consultant will comply with such provisions before commencing the performance of the professional services under this Agreement. Consultant will keep workers' compensation insurance for their employees in effect during all work covered by this Agreement and shall file with the Marina Coast Water District the certificate required by Labor Code Section 3700.

4. This paragraph is part of the contract. Yes or No (Circle One) [This section applies in most cases except for laboratory work.] Consultant will file with the Marina Coast Water District, before beginning professional services, a certificate of insurance satisfactory to the District evidencing professional liability coverage of not less than \$1,000,000 per claim and annual aggregate, requiring 30 days notice of cancellation (10 days for non-payment of premium) to the Marina Coast Water District. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by the District. The retroactive date (if any) is to be no later than the effective date of this Agreement. Consultant shall maintain such coverage continuously for a period of at least Three years after the completion of the contract work. Consultant shall purchase a one-year extended reporting period i) if the retroactive date is advanced past the effective date of this Agreement; ii) if the policy is canceled or not renewed; or iii) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement.

5. This paragraph is part of the contract. Yes or No (Circle One) Consultant will file with the Marina Coast Water District before beginning professional services, certificates of insurance satisfactory to the Marina Coast Water District evidencing general liability coverage of not less than \$1,000,000 per occurrence (\$2,000,000 general and products-completed operations aggregate (if used)) for bodily injury, personal injury and property damage; auto liability of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); requiring 30 days (10 days for

non-payment of premium) notice of cancellation to the Marina Coast Water District. The general liability coverage is to state or be endorsed to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by the Marina Coast Water District, its officers, directors, employees, or authorized volunteers shall not contribute to it". The general liability insurance shall give Marina Coast Water District, its officers, directors, employees and its authorized representatives and volunteers insured status using ISO endorsement CG2010, CG2033 or equivalent. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A- :VII or as otherwise approved by the Marina Coast Water District.

6. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to the District at least ten (10) days prior to the expiration date.

7. Consultant shall not accept direction or orders from any person other than the General Manager or his designee.

8. The terms of this agreement shall commence on July 1, 2015 and continue in full force unless terminated by a 15-day written notice by either party to the other.

9. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion be approved in advance, in writing by a supplemental agreement by the Marina Coast Water District. Consultant's "authorized representative(s)" has (have) the authority to execute such written change for Consultant.

10. In the course of providing services under this Agreement, Consultant and its directors, officers, employees and agents will be handling financial, accounting, statistical, and personnel data of customers of Marina Coast Water District and of the District itself. All such data is confidential and shall not be disclosed, directly or indirectly, or used by Consultant, its directors, officers, employees and agents, in any way except as authorized by this Agreement.