



**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE SPECIAL MEETING RECAP
OCTOBER 18, 2021**

DIRECTORS PRESENT

Ed Mandich, Committee Chair
Stephen Dopudja, Committee Member

STAFF PRESENT

Michael Perea, Assistant General Manager
Lorrie Lausten, District Engineer
Lisa Marie Sangi, Administrative Assistant

DISTRICT CONSULTANTS PRESENT

Cindy Miller, Hazen & Sawyer
Tory Yokoyama, Hazen & Sawyer

PUBLIC PRESENT VIA CONFERENCE CALL

None

CALL MEETING TO ORDER

Director Mandich called the October 18, 2021 Engineering/Operational Committee Special Meeting to order at 5:00 p.m. Public access to the meeting was made available by telecommunication.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

No comments were received.

REPORT FROM THE ASSISTANT GENERAL MANAGER

Mr. Perea provided a report on the following matters:

- General Manager Fernando Paludi was out of the office.
- District's Administration Facility experienced an overnight flooding due to a failed toilet in a restroom in the customer service side of the building. Mr. Perea reported that District staff were working with a remediation contractor to affect the necessary repairs.

ITEM 1: APPROVAL OF CONTRACT WITH HAZEN SAWYER FOR THE DISTRICT'S 2021 SYSTEMWIDE MASTER PLAN AND CONDITION ASSESSMENT

Mr. Perea presented this matter for Committee consideration, and he reported that this matter was budgeted for Fiscal Year 2021/2022. Ms. Lausten introduced Ms. Miller and Mr. Yokoyama to the Committee, and she reported that District staff issued a Request for Proposals (RFP) for the preparation of a Master Plan and Condition Assessment to five firms and received three proposals. Ms. Lausten reviewed the RFP scope of work with the

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Committee, and she highlighted the anticipated level of effort and the goals of the final work product. Ms. Lausten added that both Hazen Sawyer and MKN submitted revised cost proposals for District consideration after conducting consultant interviews and reference checks. Discussion occurred concerning similar project examples prepared by the consultants, labor hour allocation per task, and total project cost concerns. Ms. Lausten recommended Hazen Sawyer for preparation of the District's 2021 Master Plan and Condition Assessment. Director Mandich recommended that District staff present all three proposals to the Board with a cost analysis that segregates certain costs and labor hours as discussed.

RECOMMENDED ACTION

The Committee recommended forwarding the information and presentation to the Board of Directors for their consideration (Action Calendar).

ADJOURNMENT

Director Mandich adjourned the October 18, 2021 Engineering/Operational Committee Special Meeting at 5:18 p.m.