



FAIRFIELD-SUISUN SEWER DISTRICT

Executive Committee

Jenalee Dawson,
President

Doriss Panduro,
Vice President

Alma Hernandez
Scott Tonnesen

Executive Committee Meeting Agenda

Monday, July 20, 2026

4:00PM

Location: FSSD Board Room, 1010 Chadbourne Road, Fairfield, CA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENTS**

Members of the public wishing to comment on any item not on the agenda, but within the Board's jurisdiction, should notify the Board at this time. Those wishing to comment on any item on the agenda should do so at the time the item is considered. Comments may be limited to three (3) minutes, or at the discretion of the President.

4. **GENERAL MANAGER REPORT**

5. **PRESENTATIONS AND AWARDS** – None

6. **DISCUSSION ITEMS**

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- 6.1 Adopt Resolution No. 2026-XX Award Professional Services Contract for Flood Stations Improvements Project to Schaaf and Wheeler in an Amount Not to Exceed \$455,000 and Authorize General Manager to Approve Contract Amendments up to 10% of the Awarded Contract Value.....3
- 6.2 Award Professional Services Contract for State Lands Commission Compliance and Outfall Analysis to Hazen and Sawyer in an Amount Not to Exceed \$425,000 and Authorize General Manager to Approve Contract Amendments up to 10% of the Awarded Contract Value.....6
- 6.3 Award Construction Contract for Electrical Replacement Phase 2 Project – Substation D to Telstar Instruments for \$2,878,363 and Awarding Engineering Services During Construction Contract to Carollo Engineers in an Amount Not to Exceed \$212,100 and Authorize General Manager to Approve Contract Amendments up to 10% of the Awarded Contract Value9
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— End of Agenda—

The Fairfield-Suisun Sewer District will provide reasonable disability-related modification or accommodation to a person with a disability who requires a modification or accommodation in order to participate in the meeting of the Board of Directors. Please contact the District at (707) 429-8930 at least 48 hours before the meeting if you require such modification or accommodation.

Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b)(1) and (2) are available to the public for inspection at no charge during business hours at our administrative offices located at the above address.



FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Melvin Aquino, Assistant Engineer

SUBJECT: Authorize the General Manager to Execute a Professional Services Agreement with Schaaf & Wheeler For Engineering Design Services for the Chipman, Main Street, and Mulberry Flood Stations Improvements Project and Authorize the General Manager to Approve Contract Amendments Up to 10% of the Awarded Contract Value

Recommendation: Authorize the General Manager to execute a professional services agreement with Schaaf & Wheeler for engineering design services for the Chipman, Main Street, and Mulberry Flood Stations Improvements Project in an amount not-to-exceed \$411,000.00, and authorize the General Manager to approve Contract Amendments up to 10% (\$41,100.00) of the awarded Contract value.

Background: The District is responsible for inspection, operation, and maintenance of City-owned regional storm water flood stations in Fairfield and Suisun City. The District assumed responsibility for operation and maintenance of storm water flood stations in March 1988, after entering into the Drainage Maintenance Agreement with the cities of Fairfield and Suisun City.

During a Maintenance Planning Committee meeting in June 2025, the District and the cities of Fairfield and Suisun City identified critical capital improvement projects to address near-term infrastructure, operational, and reliability needs for these flood stations. Among the flood stations that were identified were Chipman, Main Street, and Mulberry Flood Stations since the pumps, mechanical equipment, and electrical equipment are over 25 years old (or more), and are nearing their useful lives. Replacement parts for mechanical and electrical equipment are difficult to find due to their age. In addition, each flood station presents unique site safety and fall protection challenges that necessitate improvement to support routine operations and maintenance activities. In the past five years, improvements at the State Street and Air Base Parkway Flood Stations in Fairfield have improved the condition of mechanical and electrical components in Fairfield's flood stations.

Authorize the General Manager to Execute a Professional Services Agreement with Schaaf & Wheeler For Engineering Design Services for the Chipman, Main Street, and Mulberry Flood Stations Improvements Project and Authorize the General Manager to Approve Contract Amendments Up to 10% of the Awarded Contract Value

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Chipman Flood Station was constructed in 1977 and has undergone regular maintenance and periodic improvements thereafter. The mechanical and electrical equipment are original construction. The pumps have been rebuilt 3-4 times over the past 49 years. The electrical equipment has reached its useful life and replacement parts are difficult to source.

Main Street Flood Station was constructed and later replaced with a new submersible pump station in 1990 as part of the Suisun downtown plaza. Like Chipman Flood Station, Main Street Flood Station has general mechanical and electrical equipment renewal and replacement needs for equipment approaching 30 years in age. Additionally, this site requires assessment and upgrades to modernize worker and pedestrian safety in an area accessible to the public.

Mulberry Street Flood Station was constructed in 1962 and was replaced with a submersible pump station with a larger hydraulic capacity in 2001. While most mechanical components of Mulberry Pump Station are operating satisfactorily, the existing electrical equipment is obsolete and requires replacement to meet current operational and safety standards.

Discussion: Staff issued a competitive Request for Proposals for professional engineering services in June 2026. In response, staff received two proposals by the deadline and both firms were interviewed. Schaaf & Wheeler is recommended for this work because their proposal and interview comprehensively addresses the requirements outlined in the Request for Proposals and offers the best overall value to the District based on their relevant experience, technical approach, and demonstrated qualifications. Schaaf & Wheeler has extensive experience in flood station assessment and design, having successfully led the rehabilitation design of more than 60 pump stations throughout Northern California.

Fiscal Impact: The District budgeted \$1,730,000.00 over FY 2026-28 for the Chipman, Main Street, And Mulberry Flood Stations Improvements Project to complete planning, design, materials procurement, and construction of the project. The not-to-exceed cost for engineering design services is \$411,000.00. In addition, staff recommends that the Board authorize the General Manager to approve Contract Amendments up to 10% (\$41,100.00) of the awarded contract value to account for any unforeseen issues impacting the design effort. This results in a total authorization of \$452,100.00. Adequate funds are available for this work.

FAIRFIELD-SUISUN SEWER DISTRICT**RESOLUTION NO. 2026-XX****A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH SCHAAF & WHEELER FOR ENGINEERING DESIGN SERVICES FOR THE CHIPMAN, MAIN STREET, AND MULBERRY FLOOD STATIONS IMPROVEMENTS PROJECT**

WHEREAS, the District's Capital Improvement Program includes the Chipman, Main Street, and Mulberry Flood Stations Improvements Project (Project), and the Project proposes various improvements including replacing key electrical power distribution equipment, pumps, and mechanical equipment that has reached its useful life; and improving site access and fall protection upgrades; and

WHEREAS, in May 2026, the District issued a Request for Proposals, which identified the scope of design-related improvements; and

WHEREAS, in June 2026, District staff received and evaluated proposals for the Project; and

WHEREAS, Schaaf & Wheeler presented the best overall proposal for the Project meeting the technical requirements and milestones outlined in the Request for Proposals.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT:

1. The foregoing Recitals are true and correct and made a part of this Resolution.
2. The General Manager is hereby authorized to execute a Professional Services Agreement for the Chipman, Main Street, and Mulberry Flood Stations Improvements Project with Schaaf & Wheeler in the amount \$411,000.
3. The General Manager is hereby authorized to approve Contract Amendments up to 10% (\$41,100.00) of the awarded contract value.
4. The General Manager is hereby authorized and directed to do all things necessary and proper to implement this resolution.

PASSED AND ADOPTED this 27th day of July 2026, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSTAIN: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Irene O'Sullivan, Engineering Manager

SUBJECT: Award Professional Services Contract for State Lands Commission (SLC) Lease Compliance and Plant Effluent Discharge Improvements Project and Authorize the General Manager to Approve Contract Amendments Up to 10% of the Awarded Contract Value

Recommendation: Authorize the General Manager to Execute an Agreement with Hazen and Sawyer to provide engineering and technical services for the Suisun Plant Decommission – State Lands Commission (SLC) Lease Compliance and Plant Effluent Discharge Improvements Projects in an amount not to exceed \$385,974 and authorize the General Manager to approve Contract Amendments up to 10% (\$38,600.00) of the awarded Contract value.

Background: District staff are initiating two (2) major planning/ technical capital projects. Task A – Suisun Plant Pipe Decommission SLC Lease Compliance involves a comprehensive pipeline locating investigation of a decommissioned former Suisun Treatment Plant outfall pipeline within Suisun Slough. This effort is driven by the State Lands Commission (SLC) as the pipeline is presumed to be located on SLC's right-of-way. The locating and reporting work includes desktop review, field investigation, alignment determination, and preparation of a final report by the January 31, 2027 deadline imposed by SLC in a "caretaker's" Lease 3434 extension.

Task B – Plant Effluent Discharge Distribution Improvements involves performance of a technical evaluation of the three concrete turnout structures along the Boynton outfall pipeline. This effort is driven by infrastructure reliability, continued regulatory compliance, and safety. The 48-inch diameter Boynton outfall pipeline discharges permitted treated water from the Treatment Plant to Boynton Slough and Suisun Marsh. There are 3 concrete "boxes" with control gates along the alignment of this outfall pipeline. These structures and gates allow the District to furnish valuable and critical water to neighboring partners. The structures are regularly accessed by staff from the District and Suisun Resource Conservation District to monitor and control water delivery to the neighbors.

Award Professional Services Contract for State Lands Commission (SLC) Lease Compliance and Plant Effluent Discharge Improvements Project and Authorize the General Manager to Approve Contract Amendments Up to 10% of the Awarded Contract Value

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Discussion: Task A – Suisun Plant Pipe Decommission SLC Lease Compliance is a critical District Project that is driven by regulatory compliance. In 1966, the District entered into a 49-year lease agreement (3434) with SLC for an easement for a portion of the District's old Suisun Treatment Plant pipeline crossing SLC right-of-way in the Suisun Slough to Pierce Island. Unbeknownst to current District staff, this lease expired in 2015. The District was issued a notice of trespass in 2022, and a new short-term ("caretaker's") lease were agreed to subsequently by the District and SLC.

The terms of the new Lease 3434 include a requirement that the District complete a specialized pipeline locating effort and detailed technical report by January 2027. The recommended consultant will be tasked with performing this specialty locating work and preparing the detailed report for compliance with SLC's Lease terms.

Task B –Plant Effluent Discharge Distribution Improvements) involves a feasibility and planning-level evaluation of the Boynton outfall hydraulic capacity along with rehabilitation and/or replacement alternatives for its three concrete turnout structures. The desired upgrades include improved flow control and monitoring, structural reliability, and safe access for operations and maintenance activities. These structures were constructed in 1975 and are nearing their useful lives.

Staff issued a single Request for Proposals for both tasks in June 2026. Four consultant teams submitted proposals by the deadline of June 26, 2026. Interviews were conducted with all four teams on July 9, 2026. After evaluating firm qualifications, proposed personnel, approach to the tasks, and proposed cost and schedule, the committee recommends Hazen and Sawyer, as the most qualified firm to perform the requested services.

Fiscal Impact: The District budgeted a total of \$500,000 for the completion of this work in fiscal year 2026/ 2027. The not-to-exceed total award authority requested is \$385,974 for the technical and engineering services contract with Hazen and Sawyer. In addition, staff recommends that the Board authorize the General Manager to approve Contract Amendments up to 10% (\$38,600.00) of the awarded contract value to account for any unforeseen issues impacting the locating and predesign efforts. This results in a total authorization of \$424,574.00. Adequate funds are available for this request.

Attachment: Resolution No. 2026-XX

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE STATE LANDS COMMISSION (SLC) LEASE COMPLIANCE AND PLANT EFFLUENT DISCHARGE IMPROVEMENTS PROJECTS

WHEREAS, the District wishes to complete two (2) major planning/technical capital projects; and

WHEREAS, Task A – Suisun Plant Pipe Decommission SLC Lease Compliance involves a comprehensive pipeline locating investigation of a decommissioned former Suisun Treatment Plant outfall pipeline within Suisun Slough.; and

WHEREAS, Task B – Plant Effluent Discharge Distribution Improvements involves technical evaluation of the three concrete turnout structures along the Boynton outfall pipeline for rehabilitation and replacement; and

WHEREAS, District staff issued a competitive Request for Proposals in June 2026 to solicit consulting services to perform the locating, reporting, and planning services for these Projects; and

WHEREAS, Hazen and Sawyer is recommended as the most qualified firm to perform the requested services.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT THAT:

1. The foregoing Recitals are true and correct and made a part of this Resolution.
2. The General Manager is hereby authorized to execute a Consulting Services Contract with Hazen and Sawyer in an amount not to exceed \$385,974 for engineering and technical services for the SLC Lease Compliance and Plant Effluent Discharge Improvements Projects.
3. The General Manager is hereby authorized to approve Contract Amendments up to 10% (\$38,600.00) of the awarded contract value.
4. The General Manager is authorized and directed to take all steps necessary and proper to implement this resolution.

PASSED AND ADOPTED this 27th day of July 2026, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSTAIN: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Ian Bronswick, Associate Engineer

SUBJECT: Approval of Plans and Specifications for the Electrical Replacement Phase 2 – Substation D (Project); Approval for the General Manager to Award and Enter Into a Construction Contract With Telstar Instruments for the Project; and Approval for the General Manager to Award and Enter Into a Professional Services Agreement with Carollo Engineers, Inc. for Engineering Services During Construction with Authorization for the General Manager to Approve Contract Amendments Up to 10% of the Awarded Contract Value – Electrical Replacement Phase 2 (Suisun Pump Station & Substation D)

Recommendations:

1. Adopt plans and specifications for the Electrical Replacement Phase 2 – Substation D Project; and
2. Authorize the General Manager to award and execute a Construction Contract with Telstar Instruments in the amount of \$2,878,363 for the Project.
3. Authorize the General Manager to award and execute a Consulting Services Agreement with Carollo Engineers, Inc. (Carollo) for Engineering Services During Construction (ESDC) in the amount of \$212,100 for the Project.
4. Authorize the General Manager to approve Contract Amendments up to 10% (\$21,210.00) of the awarded ESDC Contract value

Background: Low Voltage Electrical Substation D (Substation D) serves as a critical power distribution hub for the District's Wastewater Treatment Plant. It distributes essential power to key process areas, including the equalization clarifier, energy recovery, sludge thickening, maintenance building, oxidation towers, and the digester area electrical system. The existing electrical and control equipment serving Substation D is original to the 1970s construction of the facilities and has reached the end of its useful service life.

The age and condition of the facilities are resulting in higher maintenance demands, declining reliability and increased risk of failure. As a central power distribution hub, any major failure could disrupt multiple critical treatment processes simultaneously, potentially

Approval of Plans and Specifications for the Electrical Replacement Phase 2 – Substation D (Project); Approval for the General Manager to Award and Enter Into a Construction Contract With Telstar Instruments for the Project; and Approval for the General Manager to Award and Enter Into a Professional Services Agreement with Carollo Engineers, Inc. for Engineering Services During Construction with Authorization for the General Manager to Approve Contract Amendments Up to 10% of the Awarded Contract Value – Electrical Replacement Phase 2 (Suisun Pump Station & Substation D)

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leading to operational outages. This project represents an investment in critical infrastructure that protects the District's ability to provide essential wastewater treatment services and is necessary to ensure continuous, reliable plant operations.

The Project includes demolition and decommissioning of the existing Substation D (power distribution hub) equipment and installation of a new self-contained electrical building at the top of the Oxidation Tower Area containing new power distribution and control equipment. Additional elements include the installation of two 12kV-480V transformers, below-ground electrical ductbank and utility vaults, fiber optic cabling, programming modifications, and related civil site improvements.

Discussion: The Project design was completed in June 2026. District staff publicly advertised the Project for construction bids on June 8, 2026. On July 9, 2026, the District received and publicly opened four (4) bids for the Electrical Replacement Phase 2 – Substation D Project. The Engineer's estimate for the work is \$3,266,000. The apparent low bid of \$2,878,363 was submitted by Telstar Instruments. A summary of all bids received is provided as Attachment 1.

Staff has reviewed all bids and determined that the bid submitted from Telstar Instruments, in the amount of \$2,878,363 is the lowest responsive, responsible bid. Staff recommend that the Board authorize the General Manager to approve and execute a construction contract in the amount of \$2,878,363 with Telstar Instruments, to construct the Project. Construction is anticipated to begin in September 2026 and be completed by fall 2027.

State law provides public entities with immunity from liability for injuries caused by the plan or design of a construction of, or an improvement to, public property where such plan or design has been approved in advance of the construction by an authorized representative to give such approval (CA Government Code Section 830.6). To grant the District design immunity for this Project work, staff recommend that the Board approve and adopt the Project plans and specifications issued for public bids and all addenda issued thereto.

Approval of Plans and Specifications for the Electrical Replacement Phase 2 – Substation D (Project); Approval for the General Manager to Award and Enter Into a Construction Contract With Telstar Instruments for the Project; and Approval for the General Manager to Award and Enter Into a Professional Services Agreement with Carollo Engineers, Inc. for Engineering Services During Construction with Authorization for the General Manager to Approve Contract Amendments Up to 10% of the Awarded Contract Value – Electrical Replacement Phase 2 (Suisun Pump Station & Substation D)

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Engineering Services During Construction (ESDC) are required to support the successful implementation of the project. Carollo, as the Engineer-of-Record is recommended to perform these services. ESDC services include submittal reviews, responses to Requests for Information (RFIs), attendance at construction meetings, site observations, review of change orders, and preparation of record drawings. Using the original design consultant ensures continuity, technical consistency, and efficiency during the construction phase. Staff recommend that the Board authorize the General Manager to approve and execute a consulting services contract in the amount of \$212,100 with Carollo, for Engineering Services During Construction (ESDC). Carollo's proposal and fee estimate is provided as Attachment 2. In addition, staff recommends that the Board authorize the General Manager to approve Contract Amendments up to 10% (\$21,210.00) of the awarded ESDC contract value to account for any unforeseen issues impacting services during construction. This results in a total authorization of \$233,310.00.

Fiscal Impact: Additional budget is not requested to carry out this Project. The Board adopted the FY 2026-2027 Budget and Long-Term Financial Plan including the Capital Improvement Program which includes \$4,811,000 in fiscal year 2026-2027 and an additional allocation of \$1,530,000 in fiscal year 2027-2028 for construction of the improvements. The total budget allocation through FY 2027-2028 is \$6,341,000 and the total construction cost for ERP-2 Suisun Pump Station and ERP-2 Substation D projects, including Engineering Services During Construction (Carollo), is \$5,446, 973. There is sufficient funding to carry out the work.

Attachment: 1 – Bid Summary
2 – Carollo Scope of Services
3 – Resolution No. 2026-XX for Telstar Instruments
4 – Resolution No. 2026-XX for Carollo Engineers, Inc.



BID SUMMARY

PROJECT: Electrical Replacement Phase 2 – Substation D
Project 9006A

BIDS DUE: Thursday, July 9, 2026 at 2:00 PM

ENGINEER'S ESTIMATE: \$3,266,000

SUMMARY:

<u>COMPANY</u>	<u>BID AMOUNT</u>
1. Telstar Instruments	\$2,878,363
2. Mike Brown Electric Co.	\$3,132,670
3. Koch & Koch, Inc.	\$3,306,970
4. Auburn Constructors, LLC	\$3,731,300

Fairfield-Suisun Sewer District

Electrical Replacement Phase 2 Suisun Pump Station & Substation D

Engineering Services During Construction July 2026

SCOPE OF SERVICES

GENERAL

The Fairfield-Suisun Sewer District (DISTRICT) is a special district that serves all territory within the Cities of Fairfield and Suisun City, as well as Travis Air Force Base and portions of unincorporated Solano County, California. The DISTRICT is located in central Solano County, California, midway between San Francisco and Sacramento.

The DISTRICT owns and operates one wastewater treatment plant rated for an average dry weather flow of 23.7 MGD. The DISTRICT also owns and maintains all collection system assets within its service area that are 12 inches in diameter and greater. The DISTRICT owns approximately 71 miles of gravity sewer pipeline. Smaller-diameter sewers are owned and maintained by the agency in which they are located. The DISTRICT also owns, operates, and maintains all wastewater pump stations and force mains within the DISTRICT's service area.

The DISTRICT previously retained Carollo Engineers Inc. (CONSULTANT) to provide civil, structural, and mechanical engineering design services associated with electrical improvements at the Suisun Pump Station (SPS) and Electrical Substation D (Sub D) at the Fairfield-Suisun Wastewater Treatment Plant (WWTP) (PROJECT). Improvements generally include civil, structural, mechanical, and associated electrical improvements supporting new standby power, electrical equipment, duct banks, equipment pads, and associated infrastructure at both facilities.

The DISTRICT is seeking Engineering Services During Construction (ESDC) to support implementation of the SPS and Sub D improvements. These services will provide technical review, construction support, coordination, and design interpretation during construction to facilitate successful completion of both construction assignments.

The CONSULTANT will provide ESDC services for both construction assignments under the terms of the Agreement. This Scope of Services outlines the specific tasks, responsibilities, and deliverables to be performed by the CONSULTANT as part of this task authorization.

TASK 1 – PROJECT MANAGEMENT AND QUALITY ASSURANCE/CONTROL

Task 1 includes aspects of project and quality management to provide effective delivery of the PROJECT. Specific items included in Task 1 are detailed in the subtasks described below.

Task 1.1 – Project Management and Communications

The CONSULTANT will provide overall project management and communication between the SUBCONTRACTOR, CONTRACTOR, and the DISTRICT. The CONSULTANT will track and manage the budget, project tasks, and schedule.

Task 1.2 – Pre-Construction and Progress Meetings

The CONSULTANT will attend **two (2)** pre-construction meetings, one for each construction assignment associated with the PROJECT, to review the scope of work, project schedule, lines of communication, and construction coordination requirements.

During construction, the CONSULTANT will participate in progress meetings with the DISTRICT and Contractor for coordination of project schedule, construction activities, RFIs, submittals, and project issues. It is anticipated that up to one hundred and twenty-eight (128) progress meetings, each approximately thirty (30) minutes in duration, will occur during construction. Meetings may be attended virtually unless otherwise requested by the DISTRICT.

The CONSULTANT will prepare meeting minutes for meetings attended by the CONSULTANT and distribute them electronically to project stakeholders.

Task 1.3 – Monthly Progress Reports

The CONSULTANT will provide monthly progress reports that identify what work has been performed during the month and an itemized list of work anticipated to be completed in the upcoming month. These reports will be delivered as part of the monthly progress payment request.

The project schedule will be updated monthly and delivered as part of the monthly progress reports. The CONSULTANT will maintain a decision and action log that will be updated as part of each monthly progress report and delivered as part of the monthly progress report.

Task 1 Deliverables:

- Monthly progress reports and updates (electronic pdf)

TASK 2 – ENGINEERING SERVICES DURING CONSTRUCTION

Task 2 includes engineering support services during construction for improvements at the Suisun Pump Station (SPS) associated with the Electrical Replacement Phase 2 Project.

Task 2.1 – Submittal and Shop Drawing Reviews

The CONSULTANT will review Contractor submittals and shop drawings associated with the civil, structural, and mechanical portions of the PROJECT for general conformance with the intent of the Contract Documents.

It is anticipated that the CONSULTANT will review up to forty (40) submittals and resubmittals throughout the duration of the PROJECT. The CONSULTANT will maintain a submittal log throughout the duration of construction.

Task 2.2 – Requests for Information (RFIs)

The CONSULTANT will review and respond to Contractor RFIs related to the civil, structural, and mechanical design documents prepared by the CONSULTANT. Responses will clarify design intent and provide additional information as necessary to support construction. It is anticipated that the CONSULTANT will respond to up to twenty (20) RFIs throughout the duration of the PROJECT. The CONSULTANT will maintain an RFI log throughout the duration of construction.

Task 2.3 – Construction Coordination and Field Consultation

The CONSULTANT will provide limited engineering consultation during construction to support implementation of the PROJECT. Services may include review of field conditions, responses to construction questions, and coordination with the DISTRICT, Contractor, and electrical consultant regarding design-related issues encountered during construction.

It is anticipated that the CONSULTANT will attend up to thirty-two (32) site visits during construction for observation of construction progress, review of field conditions, coordination with project stakeholders, substantial completion review, and final review. When construction activities for both assignments can reasonably be observed during the same visit, the CONSULTANT will combine site visits to maximize efficiency and minimize travel while maintaining the level of service required for each assignment.

Task 2.4 – Change Order Support

The CONSULTANT will assist the DISTRICT with the review of proposed change orders associated with the civil, structural, and mechanical portions of the PROJECT. Services may include review of scope modifications, constructability considerations, and impacts to contract cost and schedule. It is anticipated that the CONSULTANT will assist with review of up to eight (8) change orders during construction.

Task 2.5 - Review of As-builts and Creation of Record Drawings

The CONSULTANT will review Contractor-prepared as-builts associated with the civil, structural, and mechanical portions of the PROJECT for general conformance with the intent of the Contract Documents and documented construction modifications. The CONSULTANT will incorporate the as-built mark-ups into a final into a final Record Drawing set of plans.

The CONSULTANT will provide one consolidated review of the submitted as-builts and create a final Record Drawing set of plans.

Task 2 Deliverables:

- Submittal review responses (electronic PDF)
- RFI responses (electronic PDF)
- Field observation documentation and recommendations, as applicable (electronic PDF)
- Review comments on Contractor-prepared as-builts and provide record drawings (electronic PDF)

DISTRICT RESPONSIBILITIES

Because of the nature of this project, certain assumptions apply to this Scope of Services. To the extent possible, these assumptions are stated within this document and are reflected in the budget. If the project task requirements are different from the assumptions presented in this Scope of Services, or if the DISTRICT desires additional services, the resultant change in scope will serve as a basis for amending this project assignment or initiating the development of a new project assignment as agreed to by both the DISTRICT and CONSULTANT. The following assumptions and DISTRICT responsibilities apply to this project:

- The CONSULTANT shall be entitled to rely upon the accuracy of the data and information supplied by the DISTRICT without independent review or evaluation.
- The DISTRICT shall attend all workshops and review meetings to maintain the progress of the project according to the schedule.
- The DISTRICT will provide the CONSULTANT with access to treatment facilities for data gathering, data validation and the design process.
- The DISTRICT will assist with data collection and site testing as necessary, including accompanying the CONSULTANT and leading operation of the facility.
- The DISTRICT will provide all required information within the period established in the schedule contained in this Scope of Services. The schedule is based on timely receipt of data and the bid process from the DISTRICT. The DISTRICT shall review Draft deliverables and provide comments to the CONSULTANT on a prompt basis.
- The services to be performed by the CONSULTANT are intended solely for the benefit of the DISTRICT. No person or entity not a signatory to this Scope of Work shall be entitled to rely on the CONSULTANT's performance of its services hereunder, and no right to assert a claim against the CONSULTANT by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Scope of Work or the performance of the CONSULTANT's services hereunder.

- In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for potential projects, the CONSULTANT has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; and other economic and operational factors that may materially affect the ultimate project cost or schedule.
- Therefore, CONSULTANT makes no warranty that the DISTRICT's actual project costs, financial aspects, economic feasibility, or schedules will not vary from CONSULTANT's opinions, analyses, projections, or estimates.

SCHEDULE

The scope of services outlined in this task authorization will be performed for up to 20-months from receipt of a purchase order or notice-to-proceed from the DISTRICT.

PROJECT FEE

The compensation terms are based on a Lump Sum basis with an upper limit of **\$212,100.00** as shown in **Exhibit A**. Labor rates are based on the contract fee schedule shown in the base contract.

FEE ESTIMATE

ERP-2 Suisun Pump Station & Substation D - Engineering Services During Construction

Fairfield-Suisun Sewer District



Task Description	Carollo Labor												Crawford & Associates Geotechnical	LCC, Inc. Surveying	Exaro Technologies Corp. Potholing	Subs and Other Direct Expenses ^(1,2)	Estimated Fee
	Principal in Charge (Jon Marshall)	Project Manager (Eric Gassen)	Technical Advisor & QA/QC (Ryan Hook)	Project Engineer (Nico Ordonez)	Structural Lead (Alex Richardson)	Cost Estimating (Jason Rozgony)	Assistant Professional	Senior Technician CAD	Technician CAD	Document Processing	Total Hours	Labor Cost					
Current Hourly Rates ⁽³⁾	\$345	\$325	\$345	\$265	\$265	\$345	\$226	\$245	\$161	\$157							
1.o Project Management & Quality Assurance/Control																	
1.1 Project Management and Communications	6	20		4			6			6	42	\$ 11,900				\$ 700	\$ 12,600
1.2 Pre-construction and Progress Meetings		45		16	16						77	\$ 23,100				\$ 1,200	\$ 24,300
1.3 Monthly Progress Reports		20								6	26	\$ 7,400				\$ 400	\$ 7,800
Sub-Total Task 1	6	85	0	20	16	0	6	0	0	12	145	\$ 42,400	\$ -	\$ -	\$ -	\$ 2,300	\$ 44,700
2.o Design																	
2.1 Submittal and Shop Drawing Reviews		48		24	24		160				256	\$ 64,500				\$ 4,100	\$ 68,600
2.2 Requests for Information (RFIs)		32		16	16		48				112	\$ 29,700				\$ 1,800	\$ 31,500
2.3 Construction Coordination and Field Consultation		32		48	48						128	\$ 35,800				\$ 2,000	\$ 37,800
2.4 Change Order Support		16		16	16						48	\$ 13,700				\$ 800	\$ 14,500
2.5 Review Record Drawings (As-Builts)		8		8	8			8	32		64	\$ 14,000				\$ 1,000	\$ 15,000
Sub-Total Task 2	0	136	0	112	112	0	208	8	32	0	608	\$ 157,700	\$ -	\$ -	\$ -	\$ 9,700	\$ 167,400
Total Tasks 1 - 2	6	221	0	132	128	0	214	8	32	12	753	\$200,100	\$0	\$0	\$0	\$12,000	\$212,100

Notes:

(1) Mileage travelling to/from meetings at IRS Federal Rate and other direct expenses are at cost. Project Equipment and Communication Expense rate billed at \$16.00 per hour.

(2) Subconsultant costs include 10% markup

(3) Rates are based on current billing rates and subject to annual revisions due to labor adjustments.

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION NO. 2026-XX

**A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS INCLUDING
ADDENDA FOR THE ELECTRICAL REPLACEMENT PHASE 2 – SUBSTATION D
PROJECT; AND APPROVING AWARD OF A CONSTRUCTION CONTRACT WITH
TELSTAR INSTRUMENTS FOR THE PROJECT**

WHEREAS, the Fairfield-Suisun Sewer District (District) is the lead agency on the Electrical Replacement Phase 2 – Substation D Project (Project), and the District's Board of Directors is the decision-making body for the Project; and

WHEREAS, the Project will provide critical improvements at the treatment plant by replacing Substation D (power distribution hub) electrical and control equipment that has reached the end of its useful service life.

WHEREAS, on July 9, 2026, the bid opening for the Electrical Replacement Phase 2 – Substation D Project took place; and

WHEREAS, the lowest responsive, responsible bidder was Telstar Instruments with the total bid amount of \$2,878,363; and

WHEREAS, District staff recommends that the Board of Directors award the construction contract to Telstar Instruments as the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT THAT:

1. The foregoing Recitals are true and correct and made a part of this Resolution.
2. The plans and specifications, and all addenda issued thereto, are approved and adopted as allowed under California Government Code Section 830.6.
3. The General Manager is hereby authorized to execute a Construction Contract for the Electrical Replacement Phase 2 – Substation D Project, with Telstar Instruments in the amount of \$2,878,363.
4. The General Manager is authorized and directed to take all steps necessary and proper to implement this resolution.

PASSED AND ADOPTED this 27th day of July 2026, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSTAIN: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION NO. 2026-XX

**A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN
AGREEMENT FOR ENGINEERING DESIGN SERVICES DURING CONSTRUCTION
FOR THE ELECTRICAL REPLACEMENT PHASE 2 PROJECT**

WHEREAS, the District is the lead agency on the Electrical Replacement Phase 2 Project (Project), and the District's Board of Directors is the decision-making body for the Project; and

WHEREAS, the Electrical Replacement Phase 2 (ERP-2) Project includes ERP-2 Suisun Pump Station and ERP-2 Substation D projects.

WHEREAS, Carollo Engineers, Inc. is the Engineer-of-Record for the design of the Project and is the best firm to continue providing engineering services during construction (ESDC); and

WHEREAS, District staff recommends that the Board of Directors award the ESDC contract to Carollo Engineers, Inc. to support successful completion of the Project construction.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT:

1. The foregoing Recitals are true and correct and made a part of this Resolution.
2. The General Manager is hereby authorized to execute a Consulting Services Contract with Carollo Engineers, Inc. in the amount of \$212,100 for engineering services during construction for the Electrical Replacement Phase 2 Project.
3. The General Manager is hereby authorized to approve Contract Amendments up to 10% (\$21,200.00) of the awarded contract value.
4. The General Manager is hereby authorized and directed to do all things necessary and proper to implement this resolution.

PASSED AND ADOPTED this 27th day of July 2026, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSTAIN: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Karl Ono, Senior Engineer

SUBJECT: State Revolving Fund Reimbursement Resolution for the Suisun Force Main Reliability Project

Recommendation: Adopt Resolution No. 2026-XX, A Resolution Stating the District's Intent to Reimburse Expenditures with Project Funds for the Suisun Force Main Reliability Project

Background: In November 2024, the Board of Directors adopted Resolution No. 2024-23, which authorized the General Manager to file an application with the State Water Resources Control Board (SWRCB) for Clean Water State Revolving Fund (CWSRF) Program financing for the Suisun Force Main Reliability Project. District staff filed an application on December 26, 2024 for consideration in State fiscal year 2025-26 Intended Use Plan. However, during the 2025-26 review cycle, the project's priority score did not meet the minimum cutoff score to be placed on the fundable list.

In 2025, progress was made on the design and SWRCB adopted changes to its scoring criteria, which resulted in an increased priority score above the minimum cutoff score for the 2026-27 State fiscal year. The SWRCB's 2026-27 Intended Use Plan was adopted on July 7, 2026, and included placement of the Suisun Force Main Reliability Project on the CWSRF fundable list.

Staff has pursued a variety of external funding sources for the project, including grant opportunities, Water Infrastructure Finance and Innovation Act (WIFIA) loans, and bond issuance. The SWRCB's CWSRF program provides a source of funds to the District with a substantially lower interest rate than other financing alternatives.

Discussion: The attached resolution is a standard-form resolution that is required by SWRCB to advance the project's financial review prior to issuance of a funding agreement. The resolution states the District's intent to reimburse expenditures it makes on the Suisun Force Main Reliability Project with proceeds received from the SWRCB.

Staff anticipates completion of further environmental, technical, legal, and financial reviews by the end of 2026, and issuance of a funding agreement in early 2027. This

aligns with the project's current design and permitting schedule, with construction anticipated to begin in early 2027.

Fiscal Impact: No impact at this time. SWRCB's 2026-27 Intended Use Plan indicates the project is eligible to receive \$50 million in total funding assistance. Specific terms of the SRF loan will be further defined as the review process progresses.

Attachment: Resolution 2026-XX – A Resolution Stating the District's Intent to Reimburse Expenditures with Project Funds

FAIRFIELD-SUISUN SEWER DISTRICT
RESOLUTION NO. 2026-XX

**A RESOLUTION STATING THE DISTRICT'S INTENT TO REIMBURSE
EXPENDITURES WITH PROJECT FUNDS**

WHEREAS, the Fairfield-Suisun Sewer District (the "District") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its wastewater collection system, including certain treatment facilities, pipelines and other infrastructure (the "Project"); and

WHEREAS, the District intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the District desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the District; and

WHEREAS, the District has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the District for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE FAIRFIELD-SUISUN SEWER DISTRICT THAT:

1. The District hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds
2. The reasonably expected maximum principal amount of the Project Funds is \$53,000,000.
3. This resolution is being adopted no later than 60 days after the date on which the District will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds
4. Each District expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

- 5. To the best of our knowledge, this District is not aware of the previous adoption of official intents by the District that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.
- 6. This resolution is adopted as official intent of the District in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.
- 7. All the recitals in this Resolution are true and correct and the District so finds, determines and represents.

PASSED AND ADOPTED this 27th day of July 2026, by the following vote:

AYES: Directors _____

NOES: Directors _____

ABSTAIN: Directors _____

ABSENT: Directors _____

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Karl Ono, Senior Engineer

SUBJECT: Informational Item - Development Services Agreement for GV4 Apartments

Recommendation: Receive report.

Background: Resolution No. 2026-17 requires that all Development Services Agreements entered into by the General Manager be reported to the Executive Committee at their next regularly scheduled meeting.

Discussion: In July, the General Manager executed a Development Services Agreement with the Spanos Corporation (Applicant) to perform a hydraulic model update for the potential GV4 Apartments Project, a 230-unit apartment complex located at APN 0027-350-110 on Business Center Drive in Fairfield. A project location map is attached as Exhibit "A".

The potential development density exceeds the 150-unit multifamily housing units assumed in the District's 2020 Collection System Master Plan and the subsequent hydraulic modeling study performed for the proposed Woodcreek 60 development project. The capacity limitations that were identified in the Woodcreek 60 study are also downstream of the GV4 Apartments site. A model update is required to incorporate the potential increase in development density and determine whether any additional impacts are anticipated as a result.

Fiscal Impact: Under the Development Services Agreement, all costs associated with capacity evaluation, review, approval, and coordination are the responsibility of the Applicant. The Development Services Agreement requires the Applicant to deposit \$10,000 with the District to cover Consultant fees and District staff time to complete the requested services.

Attachment: Exhibit "A" – Project Vicinity Map

Development Services Agreement – GV4 Apartments

Exhibit “A” – Project Vicinity Map





FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Jordan Damerel, General Manager

SUBJECT: Consider Appointing Ad-Hoc Committee to Review Delegated Authorities Policy

Recommendation: Receive report and consider appointing an ad-hoc committee to review details of delegated authority policy with staff.

Background: The Board of Directors hires a General Manager to serve as chief executive officer of the District and to assume the duties and responsibilities that are customary and appropriate for the position and such additional duties and responsibilities delegated by the Board. Over the past 75 years of District history, many delegations of authority have been made to the General Manager and/or the District Engineer.

The Board of Directors and General Manager established a performance goal for FY 2026-2027 to develop a comprehensive General Manager authority document, to allow for transparency and clarity to the Board, to the public, and to District staff, about what authority has been delegated.

Discussion: Staff have compiled a comprehensive list of delegated authority from decades of prior resolutions, and recommend a single, consolidated policy that clearly lays out what authority has been delegated on various subjects. Additionally, several authorities may need to be updated for consistency with updated laws, best practices, or to provide clarity.

To ensure that any prior delegations of authority are clearly and transparently updated, staff is requesting the Board to consider appointing an ad-hoc committee of 2 to 3 members to review proposed changes with staff, make recommendations for clarity, and to provide oversight on behalf of the Executive Committee and the full Board of Directors. If the ad-hoc committee includes more than two members of the Executive Committee, then it will have a quorum of Executive Committee members and will be an agendaized, Brown-Act-compliant committee. Ad-hoc committee meetings would occur in the August-September timeframe with the expectation that the policy is ready to be brought to the Board of Directors by September or October, 2026.

Fiscal Impact: None.



FAIRFIELD-SUISUN SEWER DISTRICT

AGENDA REPORT

TO: Executive Committee

FROM: Meg Herston, Environmental Services Director

SUBJECT: Informational Presentation on the District's Industrial Pretreatment Program

Recommendation: Receive an informational presentation about the District's Industrial Pretreatment Program and regulation of Significant Industrial Users (SIUs).

Background: The District administers an Environmental Protection Agency (EPA)-approved Pretreatment Program that regulates industrial wastewater discharges to protect its collection and treatment systems, employees, receiving waters, and the beneficial use of treated wastewater and biosolids.

Discussion: The presentation provides an overview of the District's industrial user inventory and its process for evaluating new or changing industrial discharges. Facilities meeting the federal definition of an SIU are subject to applicable federal pretreatment requirements administered by the District.

Fiscal Impact: Costs associated with permitting and oversight of industrial users are included in the District's adopted budget.



FAIRFIELD-SUISUN SEWER DISTRICT

Board of Directors

Jenalee Dawson,
President

Doriss Panduro,
Vice President

Doug Carr

Alma Hernandez

Amit Pal

Parise Shepherd

Scott Tonnesen

Rick Vaccaro

Princess Washington

K. Patrice Williams

Pam Bertani,
First Alternate

Manveer Sandhu,
Second Alternate

Board of Directors Meeting Agenda

Monday, July 27, 2026 at 6:00 PM

Location: FSSD Board Room, 1010 Chadbourne Road, Fairfield, CA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

Members of the public wishing to comment on any item not on the agenda, but within the Board's jurisdiction, should notify the Board at this time. Those wishing to comment on any item on the agenda should do so at the time the item is considered. Comments may be limited to three (3) minutes, or at the discretion of the President.

5. DIRECTOR REPORTS

6. GENERAL MANAGER REPORT

7. PRESENTATIONS AND AWARDS –

- 7.1 Receive Peak Performance 12 Award from the National Association of Clean Water Agencies

8. CONSENT CALENDAR

- 8.1 Adopt Resolution No. 2026-XX Award Professional Services Contract for Flood Stations Improvements Project to Schaaf and Wheeler in an Amount Not to Exceed \$455,000.00 and Authorize General Manager to Approve Contract Amendments up to 10% of the Awarded Contract Value#
- 8.2 Award Professional Services Contract for State Lands Commission Compliance and Outfall Analysis to Hazen and Sawyer in an Amount Not to Exceed \$425,000 and Authorize General Manager to Approve Contract Amendments up to 10% of the Awarded Contract Value#
- 8.3 Award Construction Contract for Electrical Replacement Phase 2 Project – Substation D to Telstar Instruments for \$2,878,363 and Awarding Engineering Services During Construction Contract to Carollo Engineers in an Amount Not to Exceed \$212,100 and Authorize General Manager to Approve Contract Amendments up to 10% of the Awarded Contract Value.....#
- 8.4 Adopt Resolution No. 2026-XX Stating the District's Intent to Reimburse Expenditures with Project Funds from the Clean Water State Revolving Fund for the Suisun Force Main Reliability Project#
- 8.5 Approve Board Meeting Minutes of June 22, 2026#

9. NEW BUSINESS

- 9.1 Consider Appointing Ad-Hoc Committee to Review Delegated Authorities Policy#
- 9.2 Receive Presentation on District's Industrial Pretreatment Program.....#

10. INFORMATIONAL ITEMS

- 10.1 Board Calendar.....#
- 10.2 Quarterly Investment Report.....#

11. ADJOURN

—End of Agenda—

The Fairfield-Suisun Sewer District will provide reasonable disability-related modification or accommodation to a person with a disability who requires a modification or accommodation in order to participate in the meeting of the Board of Directors. Please contact the District at (707) 429-8930 at least 48 hours before the meeting if you require such modification or accommodation.

Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b)(1) and (2) are available to the public for inspection at no charge during business hours at our administrative offices located at the above address.



FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: Ben Carver, Operations Manager

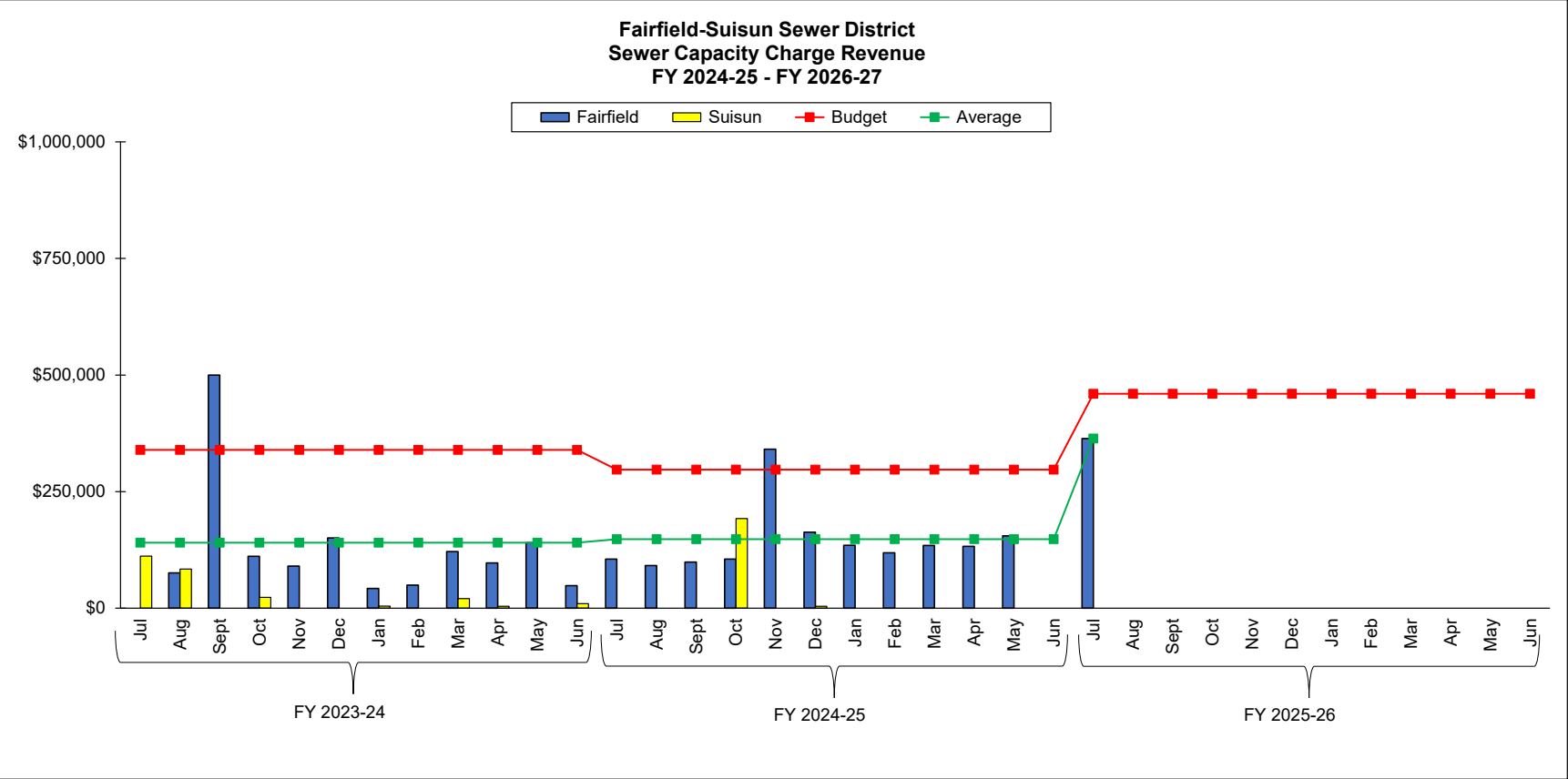
SUBJECT: Operating Data Summary – June 2026

June 2026 Data

Average plant flow	12 million gallons per day	Equivalent to 18 Olympic sized pools! 
Solids removed from the water	234 dry tons	4% turned into biogas 96% turned into Lystek fertilizer 
Completed Work Orders	1,148 completed work orders this month	 94% Preventative 4% Corrective
Renewable energy produced	160,020 kilowatt-hours	Renewable energy provided 18% of the plant's power needs. This is equivalent to 226 single-family homes 
Sewer lines inspected by CCTV	0 feet 19,549 feet	City of Suisun City lines FSSD Lines
Permit excursions & Sewer System Overflows (Cat 1-3)	0	

Year to Date 2026

Influent Flow Average 15 MGD	Permit Excursions 0
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FAIRFIELD-SUISUN SEWER DISTRICT

Board of Directors Meeting Minutes

Date: Monday, June 22, 2026

Meeting Place: 1010 Chadbourne Road, Fairfield, California

Meeting Time: 6:00pm

1. Call to order – The meeting was called to order at 6:00pm by President Jenalee Dawson, who presided over the meeting.
2. Roll Call – The following Board members were present: Directors Douglas Carr, Jenalee Dawson, Alma Hernandez, Amit Pal, Doriss Panduro, Parise Shepherd, Scott Tonnesen, Princess Washington and K. Patrice Williams. No Board Alternates were present.
3. Pledge of Allegiance was led by Director Shepherd.
4. Public Comments: No comments.
5. Director Report: Director Hernandez reported on behalf of the CASA Education Foundation that the Foundation Board authorized distribution of scholarships for the year and extended additional scholarship funding.
6. General Manager Report – General Manager Jordan Damerel recognized several new hires to the District: Paul Falkenstein started in March as Maintenance Utility Worker; Madison Erskine was hired as Wastewater Plant Operator and Juliana Gonzalez was hired as an Outreach Intern. The CASA Annual Conference is coming up in August to be held in Napa. The County Board of Supervisors is postponing the review of the Sewer Service Study and will be deliberated at the end of July. Lastly, per the reimbursement agreement reporting, the District met with the California Forever technical team in May for a 3-hour workshop on their sewer plan and continuing the conversation on the Environmental Impact Report.
7. Presentations and Awards:

None.
8. Consent Calendar:
 - 8.1 Adopt Resolution No. 2026-14 Revising Policy 4200 – Board Meetings and Brown Act Compliance
 - 8.2 Approve Board Meeting Minutes of May 18, 2026

President Dawson noted to read update on Brown Act Compliance including the section regarding online social media reaction to other Director posts.

Upon motion by Director Tonnesen, seconded by Director Hernandez, Consent Calendar Items 8.1 and 8.2 were passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Tonnesen,
Washington, Williams
NOES: None
ABSTAIN: None
ABSENT: None

9. New Business:

9.1 Fill Vacant Vice President and Executive Committee Positions

President Dawson provided an update on the vacant Executive Committee position for the City of Fairfield due to the resignation of Catherine Moy as Mayor of Fairfield. The recommendation for continuity was for Doriss Panduro to fill in as Vice President and Scott Tonnesen to fill the At-Large position.

Upon motion by Director Pal, seconded by Director Shepherd, New Business Item 9.1 was passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Tonnesen,
Washington, Williams
NOES: None
ABSTAIN: None
ABSENT: None

9.2 Adopt Resolution No. 2026-16 Authorizing General Manager to Enter Into a Development Services Agreement with PW Fund B Development, LLC for Hale Ranch Business Park

Senior Engineer Karl Ono presented scope of study and potential outcomes on Hale Ranch Business Park and Development Services Agreement to reimburse the District for consultant costs and staff time, specifying potential range of services that the District may provide, responsibilities, and timelines for payment/deposit.

Upon motion by Director Tonnesen, seconded by Director Hernandez, New Business Item 9.2 was passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Tonnesen,
Washington, Williams
NOES: None
ABSTAIN: None
ABSENT: None

9.3 Adopt Resolution No. 2026-17 Delegating Authority to the General Manager to Enter into Development Services Agreements.

Senior Engineer Karl Ono presented on delegating authority to the General Manager on future Development Services Agreements which allows tracking and recovery of costs based on actual consultant costs and staff times with updates to the Executive Committee and coordination with affected City's Planning Department.

After discussion and questions by the Board of Directors, the motion was moved by Director Tonnesen, seconded by Director Hernandez. New Business Item 9.3 was passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Tonnesen, Washington, Williams

NOES: None

ABSTAIN: None

ABSENT: None

9.4 Adopt Resolution No. 2026-18 Approving Plans and Specifications Including Addenda, Approving Big Valley Electric's Request for Relief from Its Bid and Approving Award of a Construction Contract with Auburn Constructors, LLC for the Electrical Replacement Phase 2 – Suisun Pump Station Project

Associate Engineer Ian Bronswick presented to the Board background, bid evaluation and recommendations on the Electrical Replacement Phase 2 – Suisun Pump Station Project.

Upon motion by Director Carr, seconded by Director Shepherd, New Business Item 9.4 was passed by the following vote:

AYES: Carr, Dawson, Hernandez, Pal, Panduro, Shepherd, Tonnesen, Washington, Williams

NOES: None

ABSTAIN: None

ABSENT: None

10. Information Item:

10.1 Board Calendar

No comments.

11. Adjournment:

The meeting adjourned at 6:41pm.

Respectfully submitted,

President

ATTEST:

District Clerk



FAIRFIELD-SUISUN SEWER DISTRICT

July 20, 2026

AGENDA REPORT

TO: Executive Committee

FROM: James Russell-Field, Director of Administrative Services

SUBJECT: Quarterly Investment Report

Attached is the District's Quarterly Investment Report (Attachment 1) for the quarter ended June 30, 2026. The investment portfolio conforms to the District's Investment Policy as re-adopted by the Board of Directors at its meeting on May 18, 2026.

The District's cash balances, representing operating and reserve funds, are held in short-term and medium-term instruments to meet the District's anticipated cash flow requirements.

Attachment: 1 – Quarterly Investment Report

**FAIRFIELD-SUISUN SEWER DISTRICT
INVESTMENT REPORT
FOR THE QUARTER ENDED JUNE 30, 2026**

Attachment 1

Asset Detail						
Instrument	Date of Maturity		Par Value	Market Value	Market Yield	Estimated Annual Income
<i>California Asset Mgt Program (CAMP)</i>						
CAMP Managed Account	Various		\$ 41,308,720	\$ 41,133,386	4.340%	\$ 1,792,798
CAMP Liquidity Account	N/A		15,785,479	15,785,479	3.770%	595,113
State Local Agency Investment Fund	N/A		391,374	390,933	3.812%	14,920
Totals			\$ 57,485,574	\$ 57,309,798		\$ 2,402,832

Summary of Portfolio Securities	
	Market Value
CAMP Managed Account	\$ 41,133,386
CAMP Liquidity Account	15,785,479
State Local Agency Investment Fund	390,933
	\$ 57,309,798

Maturity Distribution	
	Market Value
0 - 12 months	\$ 16,246,339
1 - 2 years	6,564,888
2 - 3 years	10,670,000
3 - 4 years	12,973,470
4 - 5 years	10,855,100
	\$ 57,309,798

NOTES:

Par Value is the nominal or face value of a bond, or coupon as indicated on a bond certificate. It is a static value determined at the time of issuance.

Market Yield is an approximation of the gross income an asset is projected to earn annually, expressed as a percentage of the asset's market value.

Market Value an estimate of the value at which the principal would be sold from a willing seller to a willing buyer.

Market Values, Current Yields and Estimated Annual Income are from the following sources:

Local Agency Investment Fund monthly statement
California Asset Management Program statement

All investments are in compliance with the District's current investment policy. The District has sufficient funds to meet its expense requirements for the next three months.

Prepared by

James Russell-Field

7/15/2026
Date



FAIRFIELD-SUISUN SEWER DISTRICT

July 27, 2026

CONTEMPLATED BOARD OF DIRECTORS AGENDA ITEMS

Month	Item	Executive Committee	Board of Directors
August 2026		Not scheduled	Not scheduled
September 2026	1. Director Reports on CASA Annual Conference 2. Award Professional Services Contract for the Travis/Pennsylvania Sewer Replacement 3. Award Construction Contract for the Suisun Force Main Reliability Project 4. General Manager Performance Check-In (Executive Committee)	09/21/2026	09/28/2026
October 2026	1. Award Professional Services Contract for the Trunk Main CIPP Rehabilitation Project 2. Quarterly Investment Report	10/19/2026	10/26/2026
November 2026	1. Board Calendar for 2027	11/16/2026	11/23/2026
December 2026		Not scheduled	Not scheduled
January 2027	1. Report on Financial Audit for FY 2026-2027 2. Quarterly Investment Report	01/11/2027	01/25/2027
February 2027		Not scheduled	Not scheduled
March 2027	1. Director Reports on CASA Winter Conference and DC Policy Forum	03/15/2027	03/22/2027
April 2027	1. Quarterly Investment Report 2. General Manager Annual Performance Evaluation	04/19/2027	04/26/2027
May 2027	1. Approve Budget 2. Approve Employee Salary Schedule 3. Review Board Compensation 4. Review Updates and Approve Investment Policy	05/17/2027	05/24/2027
June 2027	1.	06/21/2027	06/28/2027
July 2026	1. Quarterly Investment Report	07/19/20267	07/26/2027