



# NOTICE OF THE PLANNING COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, June 30, 2026 at 9:00 AM

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## AGENDA

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### LOCATIONS:

**Open Session to start at or after 9:00 a.m. (earlier start time only for today)**

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Outside location for Director Jed Smith – 105 Herring Pond Road, Plymouth, MA 02360

### Public Participation:

The public may attend this meeting in-person or remotely using the following methods:

On a computer or smart device, go to: <https://marinwater.zoom.us/j/86822995553>

By phone, dial: **1-669-444-9171** and use Webinar ID: **868 2299 5553**.

### HOW TO PROVIDE PUBLIC COMMENT:

**During the Meeting:** Typically, you will have 3 minutes to make your public comment, however, the committee chair may shorten the amount of time for public comment due to a large number of attendees. Furthermore, pursuant to Government Code, section 54954.2 (the Brown Act), the Board may not take action or discuss any item that does not appear on the agenda.

-- **In-Person Attendee:** Fill out a speaker card and provide to the board secretary. List the number/letter (ex: 6a) of the agenda item(s), for which you would like to provide a comment. Once you're called, proceed to the lectern to make your comment.

-- **Remote Attendee:** Use the "raise hand" button on the bottom of the Zoom screen. If you are joining by phone and would like to comment, press \*9. The board secretary will use the last four digits of your phone number to call on you (dial \*6 to mute/unmute).

**In Advance of the Meeting:** Submit your comments by email in advance of the meeting to [boardcomment@marinwater.org](mailto:boardcomment@marinwater.org). To ensure that your comment is provided to the Board of Directors prior to the meeting, please email your comment 24 hours in advance of the meeting start time. Comments received after this cut off time will be sent to the Board after the meeting. Please do not include personal information in your comment such as phone numbers and home addresses.

**AGENDA ITEMS:**

**1. Call to Order and Roll Call**

**2. Adoption of Agenda**

**3. Public Comment on Non-Agenda Matters**

This is the time when any person may address the Board of Directors on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Board.

**4. Regular Items (9:35 a.m. – Time Approximate)**

- a.** Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on May 14, 2026

**RECOMMENDATION:** Accept the minutes

- b.** Capital Improvement Program – North Marin Line Stabilization Phase 1 Project (D26022)

**RECOMMENDATION:** Review and comment on the Capital Improvement Program – North Marin Line Stabilization – Phase 1 Project

- c.** Two Professional Services Agreements for Geotechnical Engineering, and Field and Laboratory Materials Testing Services

**RECOMMENDATION:** Review and comment on two proposed professional services agreements with separate consultants for on-call “as-needed” geotechnical engineering and field and laboratory materials testing services, with each contract fee in an amount not to exceed \$750,000

- d.** Panorama Environmental On-Call Environmental Compliance and Permitting Services Contract Amendment No. 1

**RECOMMENDATION:** Review and comment on the proposed Amendment No. 1 to Miscellaneous Agreement 6446 (MA-6446) with Panorama Environmental to increase the funding for the existing on-call environmental professional services agreement by \$400,000 to address cultural resources compliance, tribal coordination, monitoring, and resource protection services, for a new total not-to-exceed contract amount of \$650,000

- e.** Information Technology Updates

**RECOMMENDATION:** Review and comment on the initiatives and projects in the Information Technology Department

- f.** Laboratory Analysis Agreements for Fiscal Years 2027 & 2028

**RECOMMENDATION:** Review and comment on the proposed laboratory analysis agreements for fiscal years 2027 and 2028

**5. Upcoming Meeting**

The next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled for Tuesday, July 28, 2026.

**6. Adjournment (10:00 a.m. – Time Approximate)**

## **ADA NOTICE AND HEARING-IMPAIRED PROVISIONS**

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*Information agendas are available for review at the Civic Center Library, Corte Madera Library, Fairfax Library, Mill Valley Library, Marin Water Administration Building, and [marinwater.org](http://marinwater.org).*

Posted: 06-26-2026



# STAFF REPORT

**Meeting Type:** Planning Committee/Board of Directors  
**Title:** Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on May 14, 2026  
**From:** Terrie Gillen, Board Secretary  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** June 30, 2026

**TYPE OF ITEM:** X    Approve                      Review and Comment

**RECOMMENDATION:** Accept the minutes

**SUMMARY:** There was a Planning Committee Meeting/Special Meeting of the Board of Directors on May 14, 2026. Staff is requesting that the minutes of that meeting be accepted.

**DISCUSSION:** None.

**ENVIRONMENTAL REVIEW:** Not applicable.

**FISCAL IMPACT:** None.

**ATTACHMENT(S):**

1. Draft May 14, 2026 Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs Department	 Terrie Gillen Board Secretary	 Ben Horenstein General Manager



# NOTICE OF THE PLANNING COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Thursday, May 14, 2026 at 9:30 AM

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## MINUTES

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### LOCATIONS:

#### Open Session to start at or after 9:30 a.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Outside location for Director Larry Russell – Outrigger Kauai Beach Resort & Spa, Business Center, 4331 Kauai Beach Drive, Lihue, HI 96766

#### Closed Session to immediately follow Open Session

Marin Water Mt. Tam Conference Room – 220 Nellen Avenue, Corte Madera, CA 94925

### Public Participation:

The public attended this meeting in-person or remotely using the following methods: on a computer or smart device, <https://marinwater.zoom.us/j/86822995553>, or by phone, 1-669-444-9171, using Webinar ID No.: 868 2299 5553.

### AGENDA ITEMS:

#### 1. Call to Order and Roll Call

Vice Chair Ranjiv Khush presided over the meeting on behalf of Chair Russell.

He called the meeting to order at 9:30 AM.

#### DIRECTORS PRESENT

Matt Samson

Jed Smith

Ranjiv Khush

Larry Russell

#### DIRECTOR ABSENT

Diana Maier

**2. Adoption of Agenda**

Director Smith made the motion to adopt the agenda. Director Samson seconded the motion.

There were no public comments.

Voting Yea: Directors Samson, Smith, Russell, and Khush

Motion passed.

**3. Public Comment on Non-Agenda Matters**

There was one (1) public comment.

**4. Regular Items**

- a. Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on April 28, 2026

**RECOMMENDATION:** Accept the minutes

Director Samson made the motion to accept the minutes. Director Smith seconded the motion.

There were no public comments.

Voting Yea: Directors Samson, Smith, Russell, and Khush.

The minutes were accepted.

- b. Capital Improvement Program – Miracle Mile East PRP (D26016)

**RECOMMENDATION:** Review and comment on the Capital Improvement Program - Miracle Mile East Pipeline Replacement Project

Acting Engineering Director Zak Talbott and Assistant Engineer Bryan Cook presented this item.

Discussion between staff and the directors followed.

There were no public comments.

This was an information item. No formal action was taken.

**5. Upcoming Meeting**

Vice Chair Khush announced that the next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled for June 30, 2026.

**6. Announcement of Closed Session Items; Public Comments on Closed Session Items**

Vice Chair Khush announced the upcoming Closed Session items.

There were no public comments.

At 9:37 a.m., the Board left the Board Room and went to the Mt. Tam Conference Room to convene Closed Session.

**a. Conference with Legal Counsel - Anticipated Litigation**

Significant Exposure to litigation pursuant to (California Government Code §54956.9(d)(2))

Number of Cases: Unknown

**b. Conference with Legal Counsel - Existing Litigation**

(California Government Code section §54956.9)

Western Oilfields Supply Company, doing business as Rain for Rent v. Rehak General Engineering LLC, Marin Municipal Water District and U.S. Specialty Insurance Company

Case No. 26CUB01513

Kern County Superior Court

The closed session was adjourned at 10:15 AM. The Board went back to the Board Room.

**7. Reconvene to Open Session; Closed Session Report Out**

The Board reconvened the Open Session. Vice Chair Khush reported that no reportable action occurred during the Closed Session.

**8. Adjournment**

There being no further business, the Planning Committee Meeting/Special Meeting of the Board of Directors adjourned at 10:18 AM on May 14, 2026.

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Board Secretary



# STAFF REPORT

**Meeting Type:** Planning Committee/Board of Directors

**Title:** Capital Improvement Program – North Marin Line Stabilization Phase 1 Project (D26022)

**From:** Alex Anaya, Director of Engineering

**Through:** Ben Horenstein, General Manager

**Meeting Date:** June 30, 2026




**TYPE OF ITEM:**                      Approve      X      Review and Comment

**RECOMMENDATION:** Review and comment on the Capital Improvement Program – North Marin Line Stabilization – Phase 1 Project

**SUMMARY:** The Capital Improvement Program – North Marin Line Stabilization – Phase 1 Project will install a new 24” control valve on Lower Peters Dam Road near Sir Francis Drake Boulevard and install approximately 160 feet of new 24-inch pipe near the Inkwells Bridge crossing. On August 4, 2026, the District will open construction bids for the project. District staff will make a recommendation for consideration of contract award at a future regularly scheduled Board meeting.

**DISCUSSION:** The North Marin Line Stabilization – Phase 1 Project is a component of the District’s Capital Improvement Program. This item was previously reviewed at the November 13<sup>th</sup>, 2025 Planning Committee Meeting; and, at the December 16<sup>th</sup>, 2025 Board Meeting, the Board adopted the Final Supplemental Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program and approved the Revised North Marin Line Stabilization Project.

The North Marin Line (NML) is a critical raw water transmission pipeline constructed in 1957 to convey water from Kent Reservoir and Nicasio Reservoir to the San Geronimo Water Treatment Plant. The two existing NML creek crossings over San Geronimo Creek are free spanning with minimal supports, which does not align with current seismic standards and practices. The North Marin Line Stabilization Project, , will improve one of the two existing creek crossings to modern seismic standards and eliminate the other through the relocation of a control valve and approximately 1,700 feet of raw water transmission main. Due to the complexity of this project, staff is now proposing that it be designed and constructed in two phases.

Phase 1 of the project will relocate and replace an existing 1957 (68-year-old) control valve, which is critical to the District’s transmission system and necessary for regulating flow from both Kent and Nicasio Reservoir, which are sources of raw water to the San Geronimo Treatment Plant. Phase 1 will

also install approximately 160 feet of new 24-inch welded steel pipe on Lower Peters Dam Road and Sir Francis Drake Boulevard. This will improve resiliency of the North Marin Line along these stretches of Lower Peters Dam Road and Sir Francis Drake Boulevard. Phase 1 will also install the necessary valves and piping in place to avoid disrupting flow from Kent Reservoir to the San Geronimo Treatment Plant between Phase 1 and 2, and more importantly, during Phase 2 when the concurrent Tocaloma Pump Station Rehabilitation project will be underway.

Phase 2 will involve replacing one existing creek crossing with a 36-inch welded steel pipeline supported on a single-span steel truss bridge affixed on deep pier foundations outside the creek channel and installing approximately 1,700 feet of new 36-inch diameter buried pipeline within Sir Francis Drake Boulevard.

The Phase 1 and Phase 2 projects will improve the seismic resilience and reliability of this critical raw water conveyance facility by addressing two significant single points of failure within the transmission system. These improvements will reduce operational risk, eliminate one of the two existing creek crossings, and enhance the long-term reliability of the District's raw water infrastructure.

The construction window for this project is set outside the Northern Spotted Owl nesting season from February 1<sup>st</sup> to July 31<sup>st</sup>. Phase 1 of this project will take place in the locations described in Table 1 below and shown on the map provided in Attachment 1.

**Table 1.** Pipeline Replacement Locations, Lengths, Installation Dates, and Existing Sizes and Types

STREET	LENGTH (FEET)	INSTALLATION DATE	EXISTING SIZE & TYPE
Lower Peters Dam Rd	100	1957	27" ID ACCP
Sir Francis Drake Blvd	60	1957	27" ID ACCP

\*ACCP = American Concrete Cylinder Pipe

A summary of the estimated phase 1 project costs and schedule are provided below.

Budget:

Engineer’s Estimate:	\$574,000
Contingency (15%):	\$86,000
Materials and Professional Fees:	\$247,000
District Labor/Inspection:	\$215,000
Total Budget:	\$1,122,000
Budget Category:	A1A03

Project Implementation:

Project Advertisement:	August 4, 2026
Bid Opening:	August 18, 2026
Project Award:	September 1, 2026
Estimated Completion Date:	October 30, 2027
Duration:	424 days

District staff will make a recommendation for contract award for Phase 1 at a future regularly scheduled Board meeting.

**ENVIRONMENTAL REVIEW:** On December 16<sup>th</sup>, 2025, the Board of Directors adopted a Final Supplemental Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the North Marin Line Stabilization Project. The Board approved filing of the Notice of Determination by the Director of Engineering... The Notice of Determination was filed with the Marin County Clerk’s Office and State Clearinghouse in December 2025. District staff is reviewing the adopted IS/MND and Mitigation Monitoring and Reporting Program (MMRP) to determine if the phased project approach may result in any additional significant impacts that are not adequately addressed by the adopted IS/MND and MMRP.

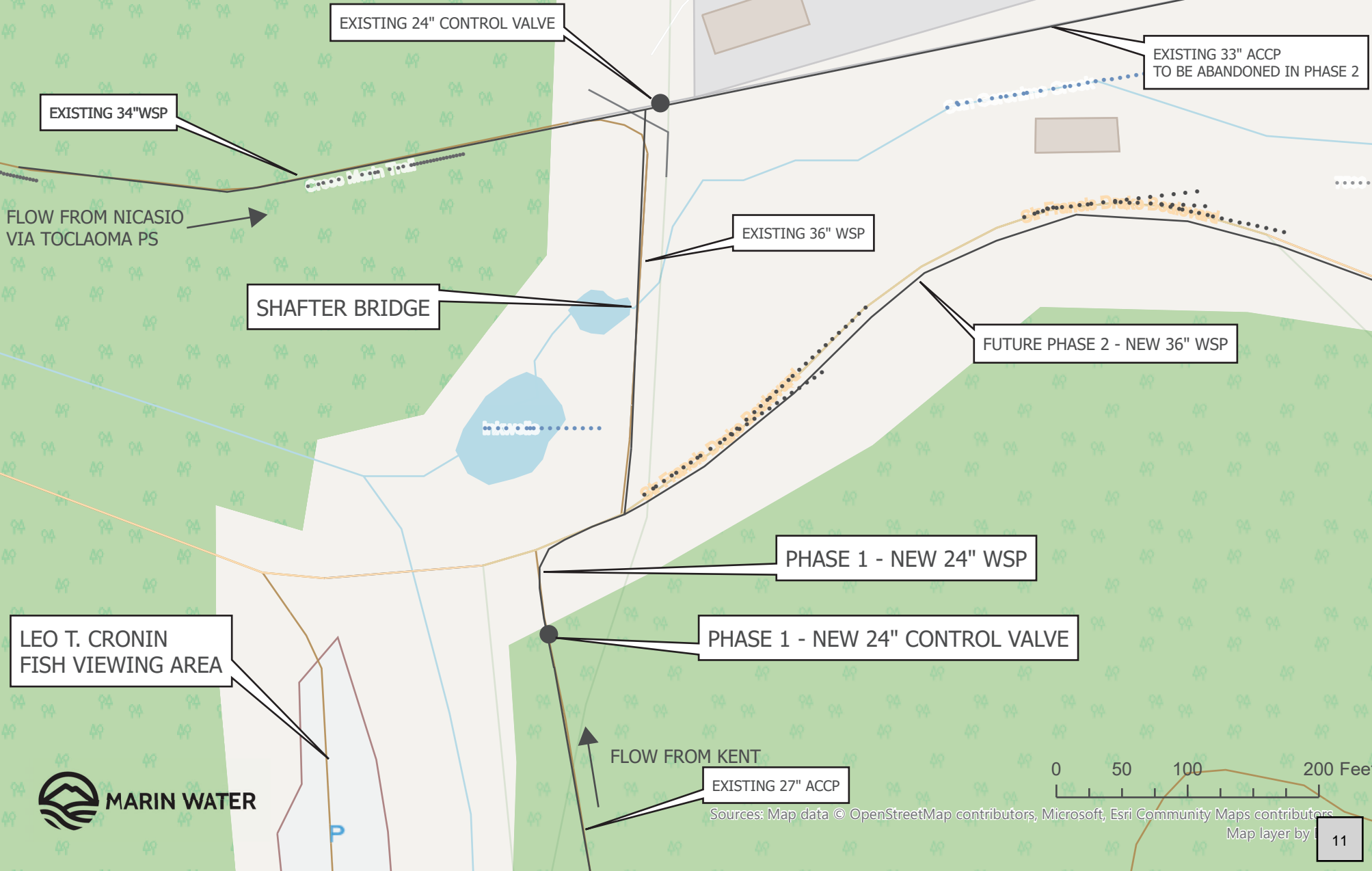
**FISCAL IMPACT:** The total cost to complete the North Marin Line Stabilization Phase 1 project is estimated at \$1,122,000, inclusive of District labor, materials, and contingencies.

**ATTACHMENT(S):**

- 1. Site Map

# NORTH MARIN LINE STABILIZATION PHASE 1 PROJECT

Attachment 1



Sources: Map data © OpenStreetMap contributors, Microsoft, Esri Community Maps contributors  
Map layer by





# STAFF REPORT

**Meeting Type:** Planning Committee/Board of Directors

**Title:** Two Professional Services Agreements for Geotechnical Engineering, and Field and Laboratory Materials Testing Services

**From:** Alex Anaya, Director of Engineering

**Through:** Ben Horenstein, General Manager  

**Meeting Date:** June 30, 2026

**TYPE OF ITEM:**                      Approve      X      Review and Comment

**RECOMMENDATION:** Review and comment on two proposed professional services agreements with separate consultants for on-call “as-needed” geotechnical engineering and field and laboratory materials testing services, with each contract fee in an amount not to exceed \$750,000

**SUMMARY:** The District solicits competitive proposals for as-needed geotechnical engineering services, and field and laboratory materials testing services related to soil, aggregate and asphalt density and composition testing and concrete compression testing, in support of the District’s capital improvement program. Materials testing is conducted on all capital improvement pipeline replacement projects and District operational leak repair projects to ensure that the compaction of trench backfill materials meets the District and local jurisdiction’s standards and specifications. This materials compaction density testing ensures that trench failures do not occur within the trench restoration area. Concrete testing is also required on a variety of projects to ensure the concrete meets the District’s specifications for design strength and other concrete characteristics. As the District’s Capital Improvement Program continues to grow, staff have utilized two separate on-call or “as needed” professional services agreements to ensure third-party availability for these geotechnical and materials testing support services. District staff will make a recommendation to award two separate professional services agreements for these services at a future regularly scheduled Board meeting.

**DISCUSSION:** The District currently has two on-call geotechnical agreements, one with Miller Pacific Engineering Group and the second with RGH Consultants, each in the amount of \$500,000 that will expire on June 30, 2026. As a result of the increased capital pipeline replacement work, one of the existing contracts is reaching its contract not-to-exceed limit of \$500,000. District staff have solicited proposals for two new multi-year on-call professional services agreements for geotechnical engineering and materials testing services in lieu of amending the existing contracts.

On June 12, 2026, the District conducted a competitive public request for proposals (RFP) for as-needed geotechnical engineering, and soil, aggregate, asphalt and concrete materials testing services. A summary of key services included in the RFP are identified in Table 1, below.

**Table 1: Summary of as-needed geotechnical and materials testing services for District projects**

Service	Unit Cost
Field Technician for soil, aggregate and asphalt	Per Hour
Compaction Testing ASTM D1557 4-inch mold (soil/aggregate)	Per Curve
Compaction Testing ASTM D1557 6-inch mold (soil/aggregate)	Per Curve
California Impact 216 (soil/aggregate)	Per Curve
Marshall Testing ASTM D1559 (asphalt)	Each
Extraction ASTM D2172 Method B (asphalt)	Each
California Test Method 309 (asphalt)	Each
California Test Method 362 (asphalt)	Each
Professional Geotechnical Engineer	Per Hour
Field Technician for Concrete Testing	Per Hour
Concrete Compression Testing	Per Test

With the ramp up of the District’s Capital Improvement Program investments in pipeline replacement projects, the District’s needs for third-party support services to provide geotechnical engineering and materials testing have also increased. Staff propose that the District enter into two separate professional services agreements, each with their own contract not-to-exceed limit of \$750,000. Services are performed on a time and expense basis, as needed, for the various capital and operational projects. There is no maximum or minimum amount of work guaranteed under the proposed agreements. Services primarily will include geotechnical engineering support and materials testing services, but may also include design support, and site assessment and geotechnical report services.

Each proposed contract will include a baseline contract period of approximately 3 years, ending on June 30, 2029, unless otherwise extended by contract amendment. Each contract will also include a not-to-exceed limit of \$750,000, for a total proposed Board award amount of \$1,500,000 for both proposed contracts. Direct funding encumbrances are not required for either contract, as work performed will be funded by specific project or operational fund centers, previously included in the District’s adopted budget, which utilize these services.

Proposed Budget:

Contract No. 1 Amount: \$750,000  
Contract No. 2 Amount: \$750,000  
Total Budget for Both Contracts: \$1,500,000  
Budget Category: Project-specific from Capital and Operational budgets

Proposed Contract Implementation:

Request for Proposals: June 12, 2026  
Deadline for Proposals: June 26, 2026  
Est. Contract Award: July 21, 2026  
Baseline Contract Duration: Through June 30, 2029

**ENVIRONMENTAL REVIEW:** Not Applicable.

**FISCAL IMPACT:** The total maximum expenditures under the two proposed contracts will not exceed \$1,500,000 over the approximate three (3) year term of the agreements. Blanket Purchase Orders will be opened for the two contracts and funding will be provided on an as needed basis from identified Capital and Operations budgets that utilize these services.


**ATTACHMENT(S):** None.




# STAFF REPORT

**Meeting Type:** Planning Committee/Board of Directors

**Title:** Panorama Environmental On-Call Environmental Compliance and Permitting Services Contract Amendment No. 1

**From:** Alex Anaya, Director of Engineering 

**Through:** Ben Horenstein, General Manager 

**Meeting Date:** June 30, 2026

**TYPE OF ITEM:**                      Approve      X      Review and Comment

**RECOMMENDATION:** Review and comment on the proposed Amendment No. 1 to Miscellaneous Agreement 6446 (MA-6446) with Panorama Environmental to increase the funding for the existing on-call environmental professional services agreement by \$400,000 to address cultural resources compliance, tribal coordination, monitoring, and resource protection services, for a new total not-to-exceed contract amount of \$650,000

**SUMMARY:** Staff are requesting that the Planning Committee review and comment on the proposed Amendment No. 1 to MA 6446 with Panorama Environmental (Panorama) to increase the funding for the contract by \$400,000. The proposed amendment will provide additional capacity to support environmental compliance, permitting, cultural resources compliance, tribal coordination, monitoring, and resource protection services in support of the District Capital Program.

The original agreement was approved by the Board on June 17, 2025 for Panorama to provide on-call environmental compliance and regulatory permitting services. Since execution of MA 6446, the District has experienced a greater-than-anticipated demand for cultural resources compliance, tribal coordination, archaeological and tribal monitoring, and resource protection services associated with ongoing District capital projects. The proposed amendment will allow the District to continue utilizing Panorama’s expertise to support project planning and implementation while ensuring compliance with environmental and cultural resource protection requirements.

**DISCUSSION:** On June 17, 2025, the Board approved MA 6446 with Panorama Environmental for on-call environmental compliance and regulatory permit services in an amount not to exceed \$250,000. The agreement provides support for California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance, environmental permitting, biological and cultural resource surveys, environmental monitoring, hydrologic analysis, and other technical environmental services necessary to implement District projects.

The District utilizes these services in support of the capital program, watershed management, water supply reliability projects, vegetation management activities, and emergency response efforts. Since execution of MA 6446, the District has experienced a greater-than-anticipated demand for cultural resources compliance and protection services associated with these projects.

These services include cultural resources assessments and surveys, tribal consultation and coordination support, archaeological and tribal monitoring, development and implementation of resource protection measures, construction support, regulatory compliance documentation, and technical review of project activities. As the District progresses with the implementation of the expanded capital program, staff recognize the need for increased support to address cultural resources compliance requirements. The District has increasingly relied on specialized cultural resources professionals to support project planning and implementation, facilitate archaeological and Tribal monitoring, and ensure that cultural resources are appropriately identified, protected, and managed throughout project development and construction.

Panorama Environmental has extensive experience supporting District projects and has demonstrated expertise in environmental compliance, cultural resources management, and regulatory permitting. The proposed amendment will provide sufficient funding to continue utilizing the existing agreement and maintain continuity of services for current and future capital projects.

Staff recommend that the Planning Committee review and comment on the proposed amendment. Following the Planning Committee’s input, staff will bring the proposed amendment to a future regularly scheduled Board meeting for consideration of approval.

**ENVIRONMENTAL REVIEW:** Not applicable.

**FISCAL IMPACT:** The proposed amendment would increase the total contract amount by \$400,000, from \$250,000 to \$650,000. Funding for services performed under this contract will be provided through individual capital projects and operating budgets on an as-needed basis. There is no minimum or maximum amount of work guaranteed under the proposed amendment.

**ATTACHMENT(S):** None.



# STAFF REPORT

**Meeting Type:** Planning Committee/Board of Directors  
**Title:** Information Technology Updates  
**From:** Bret Uppendahl, Finance Director  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** June 30, 2026

*BU* *BH*

**TYPE OF ITEM:** Approve    X    Review and Comment

**RECOMMENDATION:** Review and comment on the initiatives and projects in the Information Technology Department

**SUMMARY:** The Information Technology (IT) Department has been undertaking a major effort towards modernizing the District’s software and IT infrastructure. In addition to moving major enterprise software applications toward cloud-based platforms, the IT Department is working to upgrade network, fiber, wireless internet, servers and controls systems across various District sites.

**DISCUSSION:** As the District moves toward a more mobile and cloud-based environment, there are significant upgrades required for both software and hardware components. From common applications such as Microsoft and Adobe to more specialized enterprise systems like SAP (ERP) and ESRI (GIS), the underlying modernization effort requires collaboration and participation from all of the District’s divisions. In order to support the new software requirements, the IT Department is also working to upgrade physical infrastructure including fiber, networks, servers and wireless drops at multiple locations. In addition to upgrades at the Administration Building and Corp Yard in Corte Madera, the IT team is working to upgrade infrastructure at the Treatment Plants, Sky Oaks Ranger Station and the remote data center.

Improving efficiencies is also a high priority for the IT Department. Staff are working to review and consolidate the District’s technology expenditures, including negotiating for government discounts, restructuring contracts to reflect enterprise rates and utilizing piggy-back provisions of other public agency contracts. These administrative efforts not only generate savings for the District, but they also create more efficient internal processes where IT staff can help all District divisions identify the appropriate software and can support the procurement process.

The IT Department is preparing for major projects in the upcoming fiscal year, and department staff are working to finalize a workplan for the upcoming two-year budget (FY 2027-28 & FY 2028-29). Staff will provide updates on major projects and will provide a preview of necessary infrastructure upgrades that are planned over the coming years.

**ENVIRONMENTAL REVIEW:** Not Applicable.

**FISCAL IMPACT:** None.

**ATTACHMENT(S):** None.



# STAFF REPORT

**Meeting Type:** Planning Committee/Board of Directors  
**Title:** Laboratory Analysis Agreements for Fiscal Years 2027 & 2028  
**From:** Paul Sellier, Director of Water Resources  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** June 30, 2026

**TYPE OF ITEM:**                      Approve      X      Review and Comment

**RECOMMENDATION:** Review and comment on the proposed laboratory analysis agreements for fiscal years 2027 and 2028

**SUMMARY:** Water quality analytical testing is an essential component of ensuring the delivery of safe drinking water to our customers by demonstrating compliance with state and federal regulations. The District has always had some water quality analysis performed by commercial laboratories and over the past year has transitioned to using commercial labs for the majority of the District’s compliance analysis. Staff will review the proposed laboratory analysis agreements and bring the agreements for approval at a future meeting of the Board of Directors.

**DISCUSSION:** The District routinely monitors water from source to our customers' homes and monitoring samples are analyzed at state certified labs. In the past the District has contracted with several local certified environmental laboratories for different types of analytical services. Over the past year Alpha Analytical Laboratory has been providing analysis for short-hold time samples like microbiological samples while Eurofins Eaton Analytical has performed longer hold time analysis like metals. Using the two labs for analysis allows the District to take advantage of the lower unit pricing offered by Eurofins on long-hold samples and the quick turnaround capability of Alpha for short-hold time samples.

In May of 2026, District staff requested proposals for laboratory services for fiscal years 2027 and 2028 from four local environmental laboratories: Alpha Analytical Laboratories (Alpha), McCampbell Analytical, Torrent Laboratory, and Eurofins Eaton Analytical (Eurofins). Of the three proposals received and reviewed by staff, Alpha and Eurofins best met the requirements and the costs are summarized in the table below.

*Table 1: Proposed costs for Laboratory Services*

<b>ELAP Laboratory</b>	<b>FY27 Proposed Cost</b>
Alpha Analytical Laboratory	\$427,325
Eurofins Eaton Analytical	\$254,474
Torrent Laboratory	\$823,231

While Eurofins is the lowest overall cost for analytical services, they cannot meet the short-hold time requirements necessary for microbiological samples. Therefore, like last year, staff are proposing to send the long hold samples to Eurofins to take advantage of their pricing and the short hold time samples to Alpha. In addition, staff are proposing that laboratory service contracts transition to multi-year agreements, and the costs for the multi-year agreements are shown in Table 2 below.

*Table 2: Proposed costs for Laboratory Services*

<b>ELAP Laboratory</b>	<b>FY27 Proposed Cost</b>	<b>FY28 Proposed Cost*</b>	<b>FY 27 &amp; 28 Agreement Amt.</b>
Alpha Analytical Laboratory	\$300,059	\$315,312	\$615,371
Eurofins Eaton Analytical	\$101,532	\$104,578	\$206,109
<i>Total</i>	<i>\$401,591</i>	<i>\$419,889</i>	<i>\$821,480</i>

\* FY 28 analysis costs reflect an increase of 3% for Eurofins and 5% for Alpha over the previous year

Staff will return to the Board with a recommendation for award of contracts at a regularly scheduled future meeting of the Board of Directors.

**ENVIRONMENTAL REVIEW:** Not applicable.

**FISCAL IMPACT:** The total fiscal year 2026-27 costs for analytical laboratory analysis will be \$300,059 to Alpha and \$101,532 to Eurofins for a total annual cost of \$401,591. Funding for 2026-2027 costs are included in the approved budget. Fiscal year 2027-28 analysis costs reflect an increase of 3% for Eurofins and 5% for Alpha over the previous year for a total 2028 fiscal year cost of \$419,889.

**ATTACHMENT(S):** None.