

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

REGULAR MEETING OF BOARD OF DIRECTORS

OCTOBER 24, 2024

3:30 P.M.

11301 E. Conejo Avenue, Kingsburg, CA 93631

1. CALL TO ORDER AND ROLL CALL

DIRECTORS

Nathan Magsig

Juan Mejia

Vince Palomar

Scott Robertson, Vice Chair

Buddy Mendes, Chairman

STAFF and CONSULTANTS

Veronica Cazares, General Manager/ Secretary

Alicia Kirk, Executive Assistant to the G.M.

Tricia Miller, Administrative Services/HR Manager

Hilda Cantú Montoy, General Counsel

Craig Perry, Chief Plant Operator

David Bacon, Information Systems Analyst

2. APPROVAL OF AGENDA

Additions, deletions, substitutions, and adoption of agenda

3. PUBLIC FORUM

At this time, any member of the public may address the Board regarding any item not on the agenda, over which the Board has jurisdiction. No action or discussion will be taken on any item not on the agenda, except to briefly respond to statements or questions by the public. Members of the public shall limit their remarks to three minutes.

4. CONSENT CALENDAR

Items placed on the consent calendar are routine in nature. They may be approved by one motion, second, and majority vote. Any Board member or member of the public may request removal of any item from the consent calendar for independent consideration.

A. Minutes of September 12, 2024, Board Meeting. *(p.1)*

B. Warrant List Reports of September 11, 2024, and September 25, 2024 *(p.5)*

C. Cash Activity Report of September 30, 2024 *(p.10)*

5. NEW BUSINESS

- A. Subject: Consideration of Amendment No. 1 to Consulting Services Agreement with MKN and Associates for CCTV Inspection and Review. *(p.11)*

Recommendation: That the Board approve Amendment No. 1 to the Consulting Services Agreement with MKN and Associates for an additional cost of \$7,089.20 for the Fiscal Year 2023-2024 services and extending the Agreement for one year to conduct Fiscal Year 2024-2025 CCTV Inspection and Review for a not to exceed amount of \$155,000 and authorize the General Manager to execute the necessary agreements.

- B. Subject: Consideration of Amendment No. 1 to Consulting Services Agreement with MKN and Associates for the Sewer Improvements Between McCall/Wright & Stillman/Tulare/Merced. *(p.14)*

Recommendation: That the Board approve Amendment No. 1 to Agreement increasing the compensation amount by \$20,000 and authorize the General Manager to execute the necessary agreements.

6. BOARD MEMBER COMMUNICATION/AGENDA ITEMS

7. GENERAL MANAGER REPORTS

- A. 2025 CASA Winter Conference - January 29-31 at Hilton Palm Springs. Directors must notify Alicia Kirk, Executive Assistant to the General Manager, by Friday December 20, 2024, of their intention to attend so reservations can be made.

8. ADJOURNMENT

Motion to Adjourn

Next Regular Meeting: Thursday, November 14, 2024, at 4:00 p.m.

Next Ordinance: 2024-03

Next Resolution: 2024-17

NOTICE OF AVAILABILITY OF AGENDA MATERIALS: Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District Office located at 11301 E. Conejo Ave., Kingsburg, CA 93631 during normal business hours of 8:00 a.m.-4:30 p.m., Mondays through Fridays. Such writings or documents will also be made available on the District website at www.skfcsd.org

ADA COMPLIANCE AND REASONABLE ACCOMMODATIONS POLICY. The District has adopted a Reasonable Accommodations Policy that provides a procedure for receiving and resolving requests for accommodation to participate in this meeting. If you need assistance in order to attend the Board of Directors meeting, or if you require auxiliary aids or services, e.g., hearing aids or signing services to make a presentation to the Board, the Board is happy to assist you. Please contact the District Office at (559)897-6500 Extension 213 so such aids or services can be arranged. Requests may also be made by email to the Executive Assistant to the General Manager at: akirk@skfcsd.org or can be sent by US Mail to: Alicia Kirk, PO BOX 158, Kingsburg, CA 93631. Accommodations should be requested as early as possible as additional time may be required in order to provide the requested accommodation; 72 hours in advance is suggested.

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

MINUTES OF THE BOARD MEETING OF DIRECTORS

SEPTEMBER 12, 2024

CALL TO ORDER AND ROLL CALL

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:00p.m. by Chairman Mendes

DIRECTORS

Nathan Magsig (P)
Juan Mejia (A)
Vince Palomar (P)
Scott Robertson, Vice Chair (P)
Buddy Mendes, Chairman (P)

STAFF AND CONSULTANTS

Veronica Cazares, General Manager/Secretary
Alicia Kirk, Executive Assistant to the G.M.
Tricia Miller, Administrative Services/HR Manager
Craig Perry, Chief Plant Operator
David Bacon, Information Systems Analyst

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Board meeting of August 8, 2024, was made by Director Palomar seconded by Director Robertson and approved by a unanimous voice vote:

AYE: Directors Magsig, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Mejia

ABSTAIN:

PUBLIC FORUM

None

CONSENT CALENDAR

Items placed on the consent calendar are routine in nature. They may be approved by one motion, second, and majority vote. Any Board member or member of the public may request removal of any item from the consent calendar for independent consideration.

A. Minutes of August 8, 2024, Board Meeting. *(p. 1)*

- B. Warrant List Reports of August 14, 2024, August 28, 2024, and August 29, 2024 *(p.4)*
- C. Cash Activity Report of August 31, 2024 *(p.9)*
- D. Subject: Resolution No. 2024-15 A Resolution Adopting a Conflict of Interest Code *(p.10)*

Recommendation: That the Board adopt Resolution No. 2024-15, A Resolution Adopting a Conflict of Interest Code.

There being no comment from the public, a motion to approve the consent calendar was made by Director Magsig, and seconded by Director Robertson and approved by a unanimous voice vote:

AYE: Directors Magsig, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Mejia

ABSTAIN:

NEW BUSINESS

- A. Subject: Request to authorize the Policy Advisory Committee (PAC) to explore the feasibility of using the storm water ponds located south of Kamm Avenue for groundwater recharge. *(p. 15)*

Recommendation: That the Board consider whether to authorize PAC to explore the feasibility of using the storm water ponds for groundwater recharge.

This is a request from PAC Member City Manager for Kingsburg, Alex Henderson. SKF is invested in groundwater sustainability, but it must be beneficial to the rate payers as well as the District. Chairman Mendes is okay with going forward with PAC having a discussion provided it doesn't affect the District's discharge permit. City Engineer from Kingsburg who is also the Secretary for South Kings GSA, Dave Peters said that when the City of Selma is not using them in the springtime they could be utilized for this purpose. He said that the District would incur no cost, and the South County GSA would sustain any maintenance and infrastructure costs. There is a possibility that the State Water Board would ask for a study to be conducted, which would incur a fee. At this time Selma City Engineer David Horn spoke and said that those lines are currently being used by the City and they are undergoing a Master Plan at this time but understands that future ideas are possible.

There being no more comments from the public, a motion to authorize PAC to explore the feasibility of using the storm water ponds for groundwater recharge was made by Director Mendes and seconded by Director Robertson and approved by a unanimous voice vote:

AYE: Directors Magsig, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Mejia
ABSTAIN:

B. Subject: Participation In San Joaquin Valley Air Pollution Control District (SJVAPCD) Grants Program For New Alternative Fuel Vehicle Purchase (*p. 20*)

Recommendation: That the Board adopt Resolution 2024-16, A Resolution Of The Selma-Kingsburg-Fowler County Sanitation District Board Of Directors Authorizing Participation In San Joaquin Valley Air Pollution Control District (SJVAPCD) Grants Program For New Alternative Fuel Vehicle Purchase

At this time the vehicle the District is looking to replace with the Alternative Fuel option has too many issues and miles to be sold and must be discarded. The District has the capability to charge the new vehicle.

There being no comment from the public, a motion to approve Resolution No. 2024-16, A Resolution Of The Selma-Kingsburg-Fowler County Sanitation District Board Of Directors Authorizing Participation In San Joaquin Valley Air Pollution Control District (SJVAPCD) Grants Program For New Alternative Fuel Vehicle Purchase was made by Director Robertson, and seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Directors Magsig, Palomar, Vice Chair Robertson, Chairman Mendes
NO:
ABSENT: Director Mejia
ABSTAIN:

C. Subject: Consideration of Rescheduling Regular Board Meeting for October 2024

Recommendation: Determine whether to reschedule the October Regular Meeting to October 17, 2024, October 24, 2024, or other date.

There being no comment from the public, a motion to accept moving the October 10, 2024, Board meeting to October 24th at 3:30 pm was made by Director Robertson, and seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Directors Magsig, Palomar, Vice Chair Robertson, Chairman Mendes
NO:
ABSENT: Director Mejia
ABSTAIN:

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

Director Magsig stated that among many other things, he learned a great deal about wastewater discharge regulations at the CASA conference in July.

Annual Car Show in Selma on September 21st, SKF will have an informational booth.
Kingsburg Annual Crayfish Festival on September 21st.

GENERAL MANAGER REPORTS

GM Cazares and HR/Admin Services Manager Miller attended the September Selma Unified School District Board meeting honoring the Valley ROP Students.

ADJOURNMENT

There being no further business to come before the Board, Chairman Mendes declared the meeting adjourned on a motion made by Director Palomar and seconded by Director Robertson and approved by a unanimous voice vote at 4:18 p.m.

Respectfully submitted,

Approved,

Veronica Cazares, General Manager

Buddy Mendes, Chaiman of
the Board

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

September 11, 2024

WARRANT LIST

ALVARO VILLA	CERTIFICATION REIMBURSEMENT	106.00
ALLIANT INSURANCE	GENERAL INSURANCE	125.00
AMAZON CAPITAL SERVICES	OUTREACH SUPPLY	335.60
AMERICAN EXPRESS	TRAVEL & TRAINING, OFFICE SUPPLIES, OUTREACH SUPPLY, MEMBERSHIPS	7,729.24
ANDERSON & BALLOU INC.	MISC. REPAIRS - SELMA	14,700.00
APGN INC.	EQUIPMENT REPAIRS & MAINTENANCE	64,977.78
AQUA SIERRA CONTROLS INC.	NORTH ST. P/S PANEL REPLACEMENT	70,218.87
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	184.72
ASI	INFORMATION SYSTEMS	375.00
BSK ASSOCIATES	EXTERNAL LAB SERVICES	1,210.00
CALPERS	RETIREMENT	48,339.83
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	284.20
CINTAS CORPORATION NO.2	AED LEASE	284.42
COMCAST	COMMUNICATIONS	180.91
CWEA	MEMBERSHIPS	717.00
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	184.72
DKF SOLUTIONS GROUP, LLC	PROF.SERVICES - MED & SAFETY	470.00
DOPUDJA & WELLS CONSULTING INC.	COLLECTION SYSTEM MASTER PLAN	11,760.00
ELECTRIC MOTOR SHOP, INC.	EQUIPMENT REPAIRS & MAINTENANCE	4,483.38
FERGUSON WATERWORKS	EQUIPMENT REPAIRS & MAINTENANCE	345.21
GARY HELM	RETIREE HEALTH REIMBURSEMENT	184.72
GOLDEN STATE MECHANICAL	EQUIPMENT REPAIRS & MAINTENANCE	133.59
GRAINGER	EQUIPMENT REPAIRS & MAINTENANCE	541.14
HERWIT ENGINEERING	PROF.SERVICES - ENGR & TECH	2,327.50
HOME DEPOT CREDIT SERVICES	BUILDING & GROUNDS MAINT., OFFICE SUPPLIES	819.32
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	184.72
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	184.72
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	184.72
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	410.87
JOSEPH BARELA	CERTIFICATION REIMBURSEMENT	149.55
KINGSBURG, CITY OF	WATER UTILITIES	64.50
LIGHTHOUSE ELECTRICAL INC.	EQUIPMENT REPAIRS & MAINTENANCE	7,800.00
LINDER EQUIPMENT CO.	EQUIPMENT REPAIRS & MAINTENANCE	675.00
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	184.72
MID VALLEY DISPOSAL	WASTE UTILITIES	953.78
MKN	DISTRICT L/S NORTH ST., COLLECTION SYSTEM PROJECTS	15,211.73
MUNICIPAL MAINT EQUIPMENT, INC	EQUIPMENT REPAIRS & MAINTENANCE	3,830.94
NAPA AUTO PARTS	EQUIPMENT REPAIRS & MAINTENANCE	303.52
NELSON'S ACE HARDWARE	EQUIPMENT REPAIRS & MAINTENANCE, BLDG & GROUNDS MAINT.	15.81
O'REILLY AUTO PARTS	AUTO MAINTENANCE	11.91
PG&E	ELECTRIC UTILITIES	9,403.58
QUADIENT FINANCE USA, INC.	POSTAGE REFILL	500.00
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	184.72
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	184.72

SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	184.72
SILVAS OIL CO. INC.	FUEL	4,138.27
SKF - EAC	EMPLOYEE RECOGNITION SUMMER EVENT	500.00
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	167.79
T-MOBILE USA INC.	COMMUNICATIONS	1,106.09
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	758.46
TOTAL FILTRATION SERVICES, INC	EQUIPMENT REPAIRS & MAINTENANCE	70.86
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	381.41
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VERONICA CAZARES	CERTIFICATION REIMBURSEMENT	180.00
VESTIS	UNIFORMS,MASTS,MOPS,TOWELS	1,689.67
VIDEO INSPECTION SPECIALISTS	EQUIPMENT REPAIRS & MAINTENANCE	3,750.00
WORKFORCE GO!	INFORMATION SYSTEMS	20.82
ZERO NOX INC.	EQUIPMENT REPAIRS & MAINTENANCE	2,306.49

MAS 200 Total Checks **\$287,462.23**

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

September 25, 2024

WARRANT LIST

AMAZON CAPITAL SERVICES	INFORMATION SYSTEMS, LAB SUPPLIES, EQUIP.MAINT., OFFICE SUPPLIES	624.14
ANDERSON & BALLOU INC.	MISC. REPAIRS: SELMA/FOWLER	30,700.00
ALLIANT INSURANCE	GENERAL INSURANCE	125.00
AT&T MOBILITY	COMMUNICATIONS	151.41
AT&T/CALNET 3	COMMUNICATIONS	151.17
BSK ASSOCIATES	EXTERNAL LAB SERVICES	568.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	48.78
CALPERS HEALTH	HEALTH INSURANCE	42,271.39
CWEA	MEMBERSHIPS	239.00
DOPUDJA & WELLS CONSULTING INC.	COLLECTION SYSTEM MASTER PLAN	5,090.00
E.G. BABCOCK COMPANY	EQUIPMENT MAINTENANCE	93.90
ECS HOUSE INDUSTRIES, INC.	EQUIPMENT MAINTENANCE	5,146.33
ERNEST C MENDES	DIRECTOR'S FEE	127.63
FISHER SCIENTIFIC	LABORATORY SUPPLIES	542.03
FOWLER ACE HARDWARE	EQUIPMENT MAINTENANCE	9.79
HOME DEPOT CREDIT SERVICES	EQUIPMENT MAINTENANCE	49.04
ISAGUIRRE, RICARDO	SAFETY SHOE REIMBURSEMENT	217.95
JENSEN & PILEGARD	BLDG & GROUNDS MAINTENANCE	113.26
JOSEPH BARELA	CERTFICATION REIMBURSEMENT	181.80
KAMEYA AKEMI COLEMAN	SAFETY SHOE REIMBURSEMENT	212.93
KINGS INDUSTRIAL OCC. MED. CTR, INC.	PROF.SERVICES MED & SAFETY	95.00
MEDALLION SUPPLY INC.	EQUIPMENT MAINTENANCE	1,473.36
MKN	D3 NORTH STREET, SKF COLLECTION SYSTEMS PROJECTS	16,418.81
MONTOY LAW CORPORATION	PROFESSIONAL LEGAL SERVICES	1,861.50
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	311.00
MORGAN BROTHERS INC	PEST CONTROL	155.00
MUNICIPAL MAINT EQUIPMENT, INC	EQUIPMENT MAINTENANCE	3,809.52
NAPA AUTO PARTS	AUTO/EQUIPMENT MAINTENANCE	1,248.52
NATHAN MAGSIG	DIRECTOR'S FEE	127.63
NELSON'S ACE HARDWARE	BLDG & GROUNDS MAINTENANCE, SAFETY SUPPLIES	226.27
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	411.42
PG&E	ELECTRIC UTILITIES	47,998.39
PRECISION CIVIL ENGINEERING INC.	PROFESSIONAL ENG SERVICES	7,560.00
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
QUADIENT LEASING USA, INC.	RENT & LEASE EQUIPMENT	717.42
RGW EQUIPMENT SALES, LLC	EQUIPMENT MAINTENANCE	2,330.75
SAGE SOFTWARE INC	INFORMATION SYSTEMS	8,920.77
SCOTT ROBERTSON	DIRECTOR'S FEE	127.63
SERENA COATES	TRAVEL & TRAINING REIMB.	38.41
SHAPE INC	EQUIPMENT MAINTENANCE	12,045.94
SILVAS OIL CO. INC.	FUEL	2,874.37
SONSRAY MACHINERY LLC.	AUTO MAINTENANCE	309.21
TELSTAR INSTRUMENTS, INC.	EQUIPMENT MAINTENANCE	6,172.24
THE GAS CO	GAS UTILITIES	61.73

TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	821.39
VALLEY IRON INC	EQUIPMENT MAINTENANCE	430.69
VALLEY SECURITY ALARM	ALARM SERVICE	750.00
VERONICA CAZARES	WELLNESS PROGRAM REIMB.	40.00
VESTIS	UNIFORMS,MATS,MOPS,TOWELS	1,690.54
VINCE PALOMAR	DIRECTOR'S FEE	127.63
MAS 200 Total Checks		\$205,878.69

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY
FOR THE MONTH ENDED SEPTEMBER 30, 2024

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	9/11/2024	\$	287,462.23
WARRANT LIST ENDING	9/25/2024	\$	205,878.69
			\$ 493,340.92
TOTAL SERVICE AND SUPPLIES EXPENDITURES			\$ 493,340.92

SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	9/8/2024	\$	107,052.59
EMPLOYER CONTRIBUTIONS (PERS)	9/8/2024	\$	10,694.10
EMPLOYER TAXES	9/8/2024	\$	1,405.53
HEALTH INSURANCE	9/8/2024	\$	15,387.90
			\$ 134,540.12

TOTAL SALARIES PERIOD ENDING:

SALARIES	9/22/2024	\$	105,909.95
EMPLOYER CONTRIBUTIONS (PERS)	9/22/2024	\$	10,695.59
EMPLOYER TAXES	9/22/2024	\$	1,390.65
HEALTH INSURANCE	9/22/2024	\$	15,387.90
			\$ 133,384.09

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES			\$ 267,924.22
--	--	--	---------------

		\$	761,265.14
			\$ 761,265.14

SKF COUNTY SANITATION DISTRICT
 CASH ACTIVITY REPORT
 Month: SEPTEMBER
 Fiscal Year: 2024-25

Cash Account Description	End of Month Cash Balance June 30, 2024	End of Month Cash Balance September 30, 2024
Cash in Treasury: Operations & Maintenance	\$ 5,721,311.82	\$ 4,332,019.07
Cash in Bank: Operations & Maintenance	\$ 28,404.88	\$ 27,991.76
Cash in Bank: Payroll	\$ 111,170.65	\$ 120,005.62
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 5,861,587.35	\$ 4,480,716.45
Cash in County Treasury:Expansion	\$ 5,601,597.99	\$ 6,014,145.76
Cash in County Treasury: R&R	\$ 7,533,302.44	\$ 7,494,361.86
Cash in County Treasury:Selma	\$ 1,814,835.10	\$ 1,755,697.93
Cash in County Treasury: Selma SWRCB Reserve	\$ 270,991.10	\$ 272,955.61
Total Selma	\$ 2,085,826.20	\$ 2,028,653.54
Cash in County Treasury:Kingsburg	\$ 3,335,437.54	\$ 3,280,686.58
Cash in County Treasury:Fowler	\$ 1,933,409.66	\$ 1,875,499.55
Total Cash Balance	\$ 26,351,161.18	\$ 25,174,063.74

MEMORANDUM

(October 24, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: October 15, 2024

Agenda Item: 5-A
Action: Motion

SUBJECT: Consideration of Amendment No. 1 to Consulting Services Agreement with MKN and Associates for CCTV Inspection and Review

RECOMMENDATION

That the Board approve Amendment No. 1 to the Consulting Services Agreement with MKN and Associates for an additional cost of \$7,089.20 for the Fiscal Year 2023-2024 services and extending the Agreement for one year to conduct Fiscal Year 2024-2025 CCTV Inspection and Review for a not to exceed amount of \$155,000 and authorize the General Manager to execute the necessary agreements.

EXECUTIVE SUMMARY

The Board of Directors approved an agreement with MKN and Associates for CCTV Inspection and Review for Fiscal Year 2023-2024 in October 2023. That work is complete. However, there is an additional cost of \$7,089.20 due to additional cleaning needed for heavy debris and mobilization for the Selma sewer line. Staff is recommending extending the Agreement to allow for CCTV and Inspection Review services for Fiscal Year 2024-2025 at a negotiated not to exceed \$155,000 for those services. The amended agreement would also allow for the payment of the \$7,089.20 for the 2023-2024 work.

MKN and Associates has previously completed three years of CCTV and Inspection Review for the District. Staff recommends that MKN and Associates continue the televising and review of the sewer mains for this fiscal year. The CCTV Inspection and Review is an ongoing item to catalogue, and risk assess the collection system.

The District is under the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. In summary the purpose of the order is to reduce the number of sanitary sewer overflows from the collection system and implementation of a Sewer System Management Plan by the District. The Sewer System Management Plan contains 10 sections. The Sewer System Management Plan includes provisions for the proper management, operation, and maintenance of the collections system.

The CCTV Inspection and Review program complies with the General Waste Discharge Order for Collection System (WDR). The Operation and Maintenance Program in the WDR has requirements for regular visual and TV inspections of manholes and sewer mains. The CCTV and Inspection Review is programmed in the 10-year capital improvement plan.

The total cost for this project is as follows:

		Budget
Selma RR	\$32,089.20	\$25,000
Kingsburg RR	\$71,115.35	\$75,000
Fowler RR	\$54,171.77	\$65,000
	\$157,376.32	\$165,000

Attachments: Amendment No. 1

Memo 2024-39

**AMENDMENT NO. 1 TO
CONSULTING SERVICES AGREEMENT BETWEEN
SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT AND
MKN AND ASSOCIATES
(CCTV INSPECTION AND REVIEW SERVICES)**

This Amendment No. 1 to Consulting Services Agreement Between Selma-Kingsburg-Fowler County Sanitation District (“Amendment No. 1”) by and between Selma-Kingsburg-Fowler County Sanitation District, (“District”) and MKN and Associates (“Consulting Engineer”) is effective as of _____. District and Consulting Engineer are each a “Party” and collectively the “Parties.”

Whereas, District and Consulting Engineer entered into a Consulting Services Agreement effective October 12, 2023 (“Agreement”) in the amount of \$165,000.00 for CCTV Inspection And Review Services for Fiscal Year 2023-2024; and

Whereas, the CCTV Inspection and Review Services for Fiscal Year 2023-2024 have been completed; and

Whereas, additional cleaning needed for heavy debris and mobilization for the sewer mains in Selma caused a cost increase of \$7,089.20; and

Whereas, the District desires to extend the agreement to Consulting Engineer to conduct CCTV Inspection and Review for Fiscal Year 2024-2025; and

Whereas, the Parties have negotiated the price for Fiscal Year 2024-2025 CCTV Inspection and Review Services for a not to exceed cost of \$155,000.

Now, therefore, District and Consulting Engineer agree as follows:

1. The foregoing recitals are true and correct.
2. Section 1 of the Agreement is amended to add the following:

“Consulting Engineer shall perform the services described in the Scope of Services set forth in Exhibit A of the Agreement for Fiscal Year 2024-2025

3. Section 3 of the Agreement is amended to add the following:

(d) The Agreement is amended to increase the compensation for Fiscal Year 2023-2024 by \$7,089.20.

(e) The services for Fiscal Year 2024-2025 shall be performed for a sum not to exceed \$155,000.

4. Except as amended by this Amendment No. 1, the Agreement remains unchanged and in full force and effect.

IN WITNESS THEREOF, the Parties hereto have executed this Agreement on the date first written above.

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

MKN AND ASSOCIATES

By:

Veronica Cazares, PE
General Manager

By:

Title

Date: _____

Date: _____

Any Applicable Professional License:

Number: _____

Name: _____

Date of Issue: _____

MEMORANDUM

(October 24, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: October 16, 2024

Agenda Item: 5-B
Action: Motion

SUBJECT: Consideration of Amendment No. 1 to Consulting Services Agreement with MKN and Associates for the Sewer Improvements Between McCall/Wright & Stillman/Tulare/Merced.

RECOMMENDATION:

That the Board approve Amendment No. 1 to Agreement increasing the compensation amount by \$20,000 and authorize the General Manager to execute the necessary agreements.

EXECUTIVE SUMMARY:

The Board of Directors approved an agreement with MKN and Associates for the sewer improvements in Selma in December 2023. The Board approved design and construction management services in the amount of \$33,500 and a contingency of \$15,000. The District has expended out the contingency amount during design. Due to the constraints in the alleys MKN and Associates at the request of the District reviewed the viability of trenchless technology which required additional review time and discussion with the District. The General Manager is requesting an additional amount of \$20,000 to complete bid process, review submittals, request for information request, and field visits as needed during the construction phase.

Attachments: Amendment No.1

**AMENDMENT NO. 1 TO
CONSULTING SERVICES AGREEMENT BETWEEN
SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT AND
MKN AND ASSOCIATES
(Sewer Improvement Between McCall /Wright & Stillman/Tulare/Merced)**

This Amendment No. 1 to Consulting Services Agreement Between Selma-Kingsburg-Fowler County Sanitation District (“Amendment No. 1”) by and between Selma-Kingsburg-Fowler County Sanitation District, (“District”) and MKN and Associates (“Consulting Engineer”) is effective as of _____. District and Consulting Engineer are each a “Party” and collectively the “Parties”.

Whereas, District and Consulting Engineer entered into a Consulting Services Agreement effective January 8, 2024 (“Agreement”) in the amount of \$33,500 for Sewer Improvements Between McCall/ Wright & Stillman/Tulare/Merced; and

Whereas, there is a cost increase of \$20,000 for completion of bid process, review submittals, request for information request, and field visits as needed during the construction phase; and

Whereas, the total cost for the design and construction management engineering services Sewer Improvements Between McCall/Wright & Stillman/Tulare/Merced is \$53,500.

Now, therefore, District and Consulting Engineer agree as follows:

1. The foregoing recitals are true and correct.
2. Section 1 of the Agreement is amended to add the following to Exhibit A:
The not to exceed amount of \$33,500 in the Fee and Schedule section is increased by \$20,000 for a total contract cost of \$53,500.
3. Except as amended by this Amendment No.1, the Agreement remains unchanged and in full force and effect.

IN WITNESS THEREOF, the Parties hereto have executed this Agreement on the date first written above.

(Signatures On Next Page)

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

MKN AND ASSOCIATES

By:

Veronica Cazares, PE
General Manager

Date: _____

By:

Title

Date: _____

Any Applicable Professional License:

Number:

Name:

Date of Issue:
