CITY OF SEBASTOPOL CITY COUNCIL
AGENDA ITEM REPORT FOR MEETING OF: November 17, 2026

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To: Honorable Mayor and City Councilmembers
From: Oriana Hart, Public Works Director
Department: Public Works
Subject: Well 4 Replacement & Mitigation Project – Phase 2 Final Design Professional Services Agreement

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RECOMMENDATIONS:
That the City Council adopt a resolution approving a Professional Services Agreement with Luhdorff & Scalmanini Consulting Engineers (LSCE) for Phase 2 final design of the Well 4 Replacement & Mitigation Project (CIP #0822-24.06), in an amount not to exceed $261,454 with an additional contingency of up to 5% ($13,073) authorizing the City Manager to execute the agreement.

PROCESS OF AGENDA ITEM:
If the item remains on the Consent Calendar, no presentation is required, and the item will be approved as part of the Consent Calendar. If the item is removed from the Consent Calendar, it will be heard as a regular agenda item and will proceed as follows:

- Presentation by staff
- Council questions and discussion
- Public comment
- Council deliberation and action

EXECUTIVE SUMMARY:
The City is proceeding with replacement of Well 4, a municipal groundwater production well originally constructed in 1953 that supplies a substantial portion of the City's water demand. The project includes construction of a replacement well and associated pump station at the existing site. The Well 4 replacement is important to maintaining the reliability and long-term operation of the City's groundwater-based water supply system. The project is being completed in phases. Phase 1 authorized preliminary design, funding and permitting assistance, and site-specific investigation, including test-hole drilling and installation of a monitoring well. The results of the site investigation and the resulting well design recommendation report provide the basis for advancing the project into Phase 2 final design. Staff requests authorization to execute a Professional Services Agreement (PSA) with LSCE to complete Phase 2 of the project, including final design of the production well and pump station, preparation of plans and technical specifications, development of construction cost estimates, permitting coordination, and assistance with construction funding applications. The proposed Phase 2 fee is $261,454 with an additional contingency of up to 5% ($13,073).

BACKGROUND:
The Well 4 Replacement & Mitigation Project (CIP #0822-24.06) is funded through Water Capital Fund 501. Well 4 was originally constructed in 1953 and produces approximately 157 million gallons annually. The existing well is equipped with a granular activated carbon (GAC) filtration system that addresses groundwater quality concerns, including arsenic and PCE associated with a nearby former dry-cleaning site. The replacement well is proposed for the existing site and must meet applicable Department of Drinking Water (DDW) siting and setback requirements. On March 17, 2026, the City Council approved a professional services agreement with LSCE for Phase 1 preliminary design and related work, with a not-to-exceed amount of $378,095. Phase 1 included project coordination, funding assistance, permitting assistance, and site-specific investigation. The investigation was intended to inform the well design, including the anticipated well depth, screened intervals, expected yield and water quality, and siting feasibility.

Phase 2 advances the project from preliminary design into final design and preparation for construction. LSCE's proposed work includes the following major elements:

- Production well design: prepare well construction and testing specifications and supporting design documents, including an engineer's construction cost estimate.
- Pump station design: prepare the preliminary design report and detailed engineering plans and technical specifications for the well pump and motor, discharge piping, chemical treatment equipment, electrical and control systems, SCADA communications, building, and associated site improvements.
- Design review and cost estimating: develop design submittals, incorporate City comments, and prepare updated engineer's estimates at the applicable design milestones.
- Permitting and regulatory coordination: coordinate with the State Water Resources Control Board/Division of Drinking Water and other applicable agencies to support required approvals and permit amendments.
- Funding assistance: prepare and coordinate of a construction funding application, including the required technical, environmental, and financial materials. Additional environmental requirements beyond those identified in LSCE's proposal would require separate authorization if needed.

PHASE 1 CONTRACT STATUS:

The Phase 1 agreement was approved for an amount not to exceed $378,095. The current expenditure and remaining balance will be confirmed by staff and updated before publication of the City Council agenda. It is anticipated that LSCE will submit invoicing for their October work including the final recommended design in the first week of November.

Phase 1 contract amount (not to exceed)	$378,095
Phase 1 amount spent to date	$355,520
Phase 1 balance remaining	$22,575

Note: The Phase 1 balance shown above should be reconciled against the executed agreement, approved contingency (if any), invoices paid, and outstanding commitments.

DISCUSSION:

The City's Water Master Plan Update, completed by GHD in April 2026, identifies the Well 4 Replacement & Mitigation Project as a high-priority capital improvement. Well 4 was constructed in 1953 and is a significant source of the City's municipal water supply. The well is affected by groundwater contamination, including perchloroethylene (PCE), and replacement is necessary to maintain long-term water supply reliability.

Phase 1 includes the preliminary hydrogeologic investigation completed at Spooner Park to evaluate the feasibility of replacing Well No. 4 at the existing site. The investigation included drilling a 540-foot exploratory borehole, conducting geophysical surveys, characterizing subsurface geologic conditions, constructing a triple-completion monitoring well, and collecting and analyzing groundwater samples for drinking water constituents and other contaminants of concern. Based on the investigation and water quality results, LSCE developed preliminary production well design recommendations, including anticipated well capacity, construction materials, and screened intervals. The findings establish the technical basis for proceeding with final design and construction of the replacement well.

Phase 2 will advance the Well 4 Replacement Project through final design of the replacement well and associated pump station. Building on the hydrogeologic investigation and preliminary production well design recommendations completed at Spooner Park, this phase will include preparation of final construction plans and specifications, an engineer's construction cost estimate, and required permitting documentation. The Water Master Plan estimates the

overall Well 4 Replacement and Mitigation Project cost at approximately $3.35 million. Phase 2 will establish the final design and refined construction cost estimate necessary to proceed with project implementation.

The estimated Phase 2 project costs are summarized in Table 2 below:

Description	Amount
Phase 2 Professional Services Agreement – LSCE	$261,454
Contingency	$13,073

The project is funded through the City's Water Capital Fund 501 as part of the Capital Improvement Program.

Funding programmed into the FY 2026-27 CIP is summarized in Table 3 below:

Funding Sources	Amount
501 – Water Capital Fund – FY 2026-27 CIP	$389,000

The proposed Phase 2 agreement will be funded through the approved Water Capital Fund budget.

STAFF ANALYSIS:
The proposed Phase 2 professional services agreement with LSCE will advance the Well 4 Replacement & Mitigation Project through final design, including preparation of the engineering plans and specifications necessary for construction. Completing the design is a critical next step in positioning the City to pursue funding opportunities for this high priority infrastructure project.

The completed design package will establish the project requirements and provide the technical documentation needed to support funding applications and advance the project toward implementation. Phase 2 costs is accounted for within the City's Water Capital Fund 501 and the applicable Capital Improvement Program budget.

CITY COUNCIL GOALS/PRIORITIES/AND OR GENERAL PLAN CONSISTENCY:
This agenda item represents the City Council goals/priorities as follows:

- Goal 3 – Infrastructure: Maintain high-quality infrastructure, facilities, and services.
  - Task 3.4 – Water, Sewer & Stormwater Infrastructure: Complete Well 4 updates and secure funding.
  - Task 3.5 – Project Readiness for Grants & Funding: Advance projects to at least 50% design and maintain a portfolio of projects ready for state and federal funding opportunities.
  - Task 3.7 – Capital Improvement Program Delivery: Successfully deliver FY 2026–27 Capital Improvement Program projects on schedule and within budget.

PUBLIC COMMENT:
This agenda item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

COMMUNITY OUTREACH:
This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date. As of the writing of this staff report, the City has not received any public comment on this item. However, if staff receives public comment from interested parties following the publication and distribution of this staff report, such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of this item.

FISCAL IMPACT:
The proposed Phase 2 professional services agreement with LSCE is for an amount not to exceed $261,454, with an additional contingency of up to 5% ($13,073), if authorized, for a total potential authorization of $274,527. The adopted FY 2026–27 Capital Improvement Program includes $389,000 for the Well 4 Replacement & Mitigation Project (CIP No. 0822-24.06), funded through Water Capital Fund 501. The proposed Phase 2 agreement is within the programmed amount. The remaining programmed funds will support other project costs, as applicable.

Construction costs are programmed separately in the CIP for FY 2027–28 and are not included in this agreement. The adopted CIP identifies $3.35 million for construction, with funding anticipated from loans or other financing.

RESTATED RECOMMENDATION:
That the City Council authorize the City Manager to execute a Professional Services Agreement with Luhdorff & Scalmanini Consulting Engineers for Phase 2 final design services for the Well 4 Replacement & Mitigation Project (CIP No. 0822-24.06), in an amount not to exceed $261,454.

CITY COUNCIL OPTION(S):
1. Authorize the agreement with a different amount or contingency as directed by the City Council.
2. Do not authorize the agreement and provide further direction to staff.

ATTACHMENT(S):
1 – Resolution
2 – CIP Sheet

APPROVALS:

Department Head Approval:	Approval Date: 10/28/26
CEQA Determination (Planning):	Approval Date: 11/10/26
Administrative Services (Financial)	Approval Date: 11/10/26
Costs authorized in City Approved Budget:	☑ Yes ☐ No ☐ N/A
Account Code (If applicable)	Funds 501
City Attorney Approval:	Approval Date: 11/10/26
City Manager Approval:	Approval Date: 11/10/26

CITY OF SEBASTOPOL
RESOLUTION NO. XXXX-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL, CALIFORNIA, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH LUHDORFF & SCALMANINI CONSULTING ENGINEERS FOR PHASE 2 FINAL DESIGN SERVICES FOR THE WELL 4 REPLACEMENT & MITIGATION PROJECT (CIP NO. 0822-24.06)

WHEREAS, Well 4 is a municipal groundwater production well originally constructed in 1953 and is an important component of the City of Sebastopol's water supply system; and

WHEREAS, the City Council previously approved a professional services agreement with Luhdorff & Scalmanini Consulting Engineers (LSCE) for Phase 1 preliminary design, site investigation, permitting assistance, and related services for the Well 4 Replacement & Mitigation Project; and

WHEREAS, Phase 1 investigations and the resulting well design recommendations provide the basis for advancing the project to Phase 2 final design; and

WHEREAS, Phase 2 services include final design of the replacement production well and associated pump station, preparation of plans and technical specifications, construction cost estimates, permitting and regulatory coordination, and assistance with construction funding applications; and

WHEREAS, the proposed Phase 2 professional services agreement with LSCE is in an amount not to exceed Two Hundred Sixty-One Thousand Four Hundred Fifty-Four Dollars ($261,454), with an additional contingency of up to five percent ($13,073), for a total not-to-exceed amount of Two Hundred Seventy-Four Thousand Five Hundred Twenty-Seven Dollars ($274,527), to be funded through Water Capital Fund 501 and the City's Capital Improvement Program; and

WHEREAS, approving the agreement will advance the Well 4 Replacement & Mitigation Project toward final design and support the long-term reliability of the City's water supply system.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City Council of the City of Sebastopol hereby approves the Professional Services Agreement with Luhdorff & Scalmanini Consulting Engineers for Phase 2 final design services for the Well 4 Replacement & Mitigation Project (CIP No. 0822-24.06), in an amount not to exceed $261,454, with an additional contingency of up to five percent ($13,073), for a total not-to-exceed amount of $274,527, and authorizes the City Manager to execute the agreement on behalf of the City,

The above and foregoing Resolution was duly passed, approved, and adopted at a meeting by the City Council on the 17th day of November 2026.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City of Sebastopol City Council by the following vote:

VOTE:
Ayes:
Noes:
Abstain:

Absent:

APPROVED: _____
Mayor Jill McLewis

ATTEST: _____
Mary Gourley, City Manager

APPROVED AS TO FORM: _____
Alex Mog, City Attorney

Project No: 0822-24.06

Category Water Projects

Project Location: 710 Petaluma Avenue



DESCRIPTION: The project includes the preliminary design, final design, site assessment report, and construction of a new replacement well on the site with an average annual production of 15 million gallons of drinking water to the city's water customers.

JUSTIFICATION: Replacement of the City's municipal Well 4 was originally constructed in 1953 and is past its life cycle and needs to be replaced. This well supplies nearly half of the water customers in the city. The City will be looking for outside financing (such as a State Revolving Fund loan or revenue bond) for the construction of the new replacement well.

GENERAL PLAN Goals and Policies: Community Services and Facilities CSF 1-5: Require development, infrastructure, and long-term planning projects to be consistent with all applicable City infrastructure plans, including the Water Master Plan, and the Capital Improvement Program.

EXPENDITURES	FY25-26 Estimated	2026-27	2027-28	2028-29	2029-30	2030-31	PROJECT TOTAL
9002 - Project Management	1,500	2,000					2,000
9100 - Pre-construction (design, ROW, Environ)		287,000					287,000
9100 - Pre-construction (design, ROW, Environ)	300,000	100,000					100,000
9200 - Construction			2,600,000				2,600,000
EXPENDITURE TOTALS	301,500	389,000	2,600,000				2,989,000
FUNDING SOURCES							
000-Contributions							0
000-Loans and other Financing			2,600,000				2,600,000
501-Water Capital Fund	301,500	389,000					389,000
FUNDING TOTALS	301,500	389,000	2,600,000				2,989,000