	<p align="center">Solano Local Agency Formation Commission</p>
	<p align="center">675 Texas St. Ste. 6700 • Fairfield, California 94533 (707) 439-3897 • FAX: (707) 438-1788</p>

Staff Report

DATE: April 10, 2023

TO: Local Agency Formation Commission

FROM: Rich Seithel

SUBJECT: **LAFCO Project No. 2021-09: New Contract for Solano Irrigation District Municipal Service Review and Sphere of Influence Study**

Recommendation:

AUTHORIZE, by simple motion, the Executive Officer to execute a contract with Milani and Associates to conduct the Solano Irrigation District (SID) Municipal Service Review (MSR) and Sphere of Influence (SOI) study in the amount of \$69,930 and a 20% contingency fee of \$13,000.

Background:

The FY 21/22 Work Plan included conducting a Municipal Service Review (MSR)/Sphere of Influence (SOI) Update for the Solano Irrigation District (SID). Staff prepared a Request For Proposal (RFP) that was posted on LAFCO’s website, CALAFCO’s website, and emailed to a list of over 30 consultants. Staff received two proposals in answer to the RFP : SWALE, Inc. and Milani and Associates.

Milani and Associates quoted \$66,900. SWALE, Inc. was awarded the contract with the low-cost quote of “amount not to exceed \$50,000”. It is also important to note that, concurrently, Milani and Associates were awarded the challenging Rural North Vacaville Water District MSR/SOI contract.

Due to timing issues and concerns expressed by SID, SWALE, and LAFCO staff, the SWALE contract was terminated in August 2022. In order to complete the SID MSR/SOI Update, Milani and Associates was contacted to discuss their availability, interest, and the cost to complete the project.

In response to our request, Milani and Associates submitted a scope of services that includes:

- Analyzing, addressing, and making determinations on the seven (7) MSR and five (5) SOI factors outlined in Government Code § 56430;
- Exploration of critical areas including water source/supply and groundwater sustainability;

Commissioners

John Vasquez, Chair • Nancy Shopay, Vice-Chair • Ron Kott • Mitch Machburn • Steve Bird

Alternate Commissioners

Robert Guerrero • Alma Hernandez • Wanda Williams

Staff

Rich Seithel, Executive Officer • Christina Love, Deputy Executive Officer • Aaron Norman, Analyst II • Mala Subramanian, Lead Legal Counsel

- Current and planned financing plans for service/infrastructure upgrades and capacity improvements;
- Determination of Ability to provide service to existing and planned service areas;
- District operations analysis and governance structure; and
- Preparation of administrative and public review drafts, and the final MSR/SOI Update

Milani and Associates is honoring their previous \$66,930 quote but is requesting a \$13,000 contingency in the event that the project broadens in scope or involvement.

Attachments:

Attachment A – Revised Scope of Services and Project Quote (2023)

Attachment B – Original Milani Proposal for SID MSR (2021)

Attachment A

Scope of Services

Task 1: Address MSR Determinations and SOI Requirements

This Task involves the collection and analysis of data and information to address each of the seven (7) MSR topics and five (5) SOI considerations and make written findings and determinations as required by the CKH Act. The consultant team will prepare a MSR/SOI Update with respect to each of the following factors:

Municipal Service Review Determinations

1. Growth and population projections for the affected area;
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence;
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence;
4. Financial ability of agency to provide services;
5. Status of, and opportunities for, shared facilities;
6. Accountability for community service needs, including governmental structure and operational efficiencies;
7. Any other matter related to effective or efficient service delivery, as required by commission policy.

Sphere of Influence Considerations

1. The present and planned land uses in the area, including agricultural and open space lands. We will provide a table detailing by parcel, the acreage, zoning, land use, planned uses if known, and other relevant information to the extent that the data is readily available;
2. The present and probable need for public facilities and services in the area;
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide;
4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency;
5. The present and probable need for public facilities or services related to sewers, municipal and industrial water, or structural fire protection to the extent those services/facilities are needed by any disadvantaged unincorporated communities within the District's sphere of influence.

Written findings and determinations will be provided for each of the above twelve topics as provided in Section III of the RFP and as required by the CKH Act. Also, as part of our review we will examine and document best practices for special districts. The Government Finance Officers Association (GFOA) publishes a list of best practices and lists key documents that public agencies should be publishing regularly (see <https://www.gfoa.org/best-practices>). The

Special District Leadership Foundation (SDLF) promotes good governance and best practices among California's special districts and provides special districts with a checklist of best practices in the areas of Finance and Human Resources (see <https://www.sdlf.org/viewdocument/high-performing-district-checklist>).

Task 2: Exploration of Critical Areas

In addition to the CKH Act, SID is also governed by the State Water Code under which it was formed. SID performs a variety of water resource-related functions, the combination of which is not typical of most irrigation districts in California. The physical assets and water rights that SID owns convey both raw and treated water to other local agencies. SID's Water & Power Operations Department is responsible for the operation, maintenance, and construction of the District's infrastructure including: Agricultural Water Service for 50,000 irrigated acres within Solano County, Municipal & Industrial water and services including Potable Water to 14 entities and Non-Potable Water 13 to entities, services for the Solano Project, and electric.

Water Source & Supply,

SID has several sources of water including surface water, groundwater, and recycled water. The Consultant Team will collect and analyze relevant information concerning SID's water sources, service capabilities, operation, and water consumption including:

- a. water source (ground water; surface water),
- b. water supply (including impact of droughts, climate change, ground water sustainability),
- c. water capacity,
- d. conveyance,
- e. distribution system,
- f. treatment,
- g. current usage,
- h. storage system needs,
- i. anticipated water demand.

The Consultant Team will analyze available information and document each of these issues of critical concern. We will also address the impact of droughts and climate change, and the requirements for adoption and management of a groundwater basin sustainability plan.

Groundwater Sustainability

Solano County overlies portions of two major groundwater basins designated by the California Department of Water Resources. These two basins include a portion of the Sacramento Valley Groundwater Basin, known as the Solano Sub-basin, and the Fairfield-Suisun Sub-basin. A small portion of the Sonoma-Napa Sub-basin is located in the northwestern corner of Solano County. The Solano Sub-basin has moved from the originally proposed single Groundwater Sustainability Agency (GSA) format to a multi-GSA management structure.

Task 3: Current and planned financing plans for service/infrastructure upgrades and capacity improvements.

The Consultant Team will investigate, gather data, and analyze SID's current and planned capital improvement plans for service/infrastructure upgrades and capacity improvements. We will review SID's Strategic Plan, Capital Improvements Program, and other Planning Documents.

Task 4: Determination of Agency's Ability to Provide Service to Existing and Planned Service Areas

We will identify and analyze the District's ability to provide services to existing and planned service areas. We will also analyze the impact of droughts, climate change, and requirements for adoption of a ground water basin sustainability plan, and any anticipated changes to the SID's service territory. SID provides Agricultural Water Service to 50,000 acres, Municipal and Industrial Water (including potable and non-potable), and Electrical Power to numerous entities.

Task 5: District Operations Analysis & Recommendations

This Task includes the review and analysis of the District's current operations, governance structure, and service capacity and delivery. We will review their audited financial statements and financial ability to provide service. We will review SID cooperative agreements with other agencies, such as the Solano Water Authority, to identify management and operational efficiencies. We will also identify and make recommendations for any changes or improvements to enhance services and efficiencies based on the analysis.

Task 6: Administrative Draft for Staff Review

The Consultant Team will prepare an administrative draft with our analysis, findings, and determinations for LAFCO staff's review and comments. The administrative draft will be delivered in both a MS Word formatted version and a .pdf formatted version.

Task 7: Public Review Draft MSR/SOI Update

The Consultant Team will revise the administrative draft based on LAFCO staff's review and address comments and prepare a draft report for public review and comment. The Public Review Draft will be delivered in both a MS Word formatted version and a .pdf formatted version. The Consultant Team will then present the draft report to the LAFCO Commission at a public hearing. The Draft MSR/SOI will be delivered to LAFCO staff at least two weeks before the LAFCO Commission public hearing.

Task 8: Final MSR/SOI Report

Based on public comments received on the draft report we will prepare a final report that will be presented to the LAFCO Commission at a public hearing. The Final Report will be delivered to LAFCO staff in both an MSWord formatted version and a .pdf formatted version at least two weeks prior to the public hearing.

**Project Budget
Solano LAFCO**

Solano Irrigation District MSR/SOI Study

Task Description	Milani & Associates		Craft Consulting Group		MMS Design		Total Costs	
	Principal \$150.00	Engineer \$95.00	Principal \$150.00	Principal \$150.00	Principal \$150.00	Principal \$150.00	Hours	Amount
1.0 Address MSR/SOI Requirements	16	12	40	12			80	\$ 11,340
2.0 Exploration Critical Areas of Concern	20	6	20	6			52	\$ 7,470
3.0 Infrastructure Financing Plans	16	6	12	8			42	\$ 5,970
4.0 District's Ability to Provide Service	8	8	24	8			48	\$ 6,760
5.0 District Operations Analysis & Recommendations	8	6	30	8			52	\$ 7,470
6.0 Administrative Draft MSR/SOI Update	10	4	60	12			86	\$ 12,680
7.0 Public Review Draft Report	5	4	36	8			53	\$ 7,730
8.0 Final MSR Report	6	4	20	5			35	\$ 5,030
sub-total hours	89	50	242	67	0	0	448	
sub-total costs	\$13,350	\$4,750	\$36,300	\$10,050	\$0	\$0		\$ 64,450
Project Related Expenses								
travel, printing, etc.								\$ 2,480
Total Project Cost								\$ 66,930
Contingency								\$ 13,000
Total Budget								\$ 79,930

Revised Budget 2.8.23

Attachment B Agenda Item 9.B – Contract for SID MSR and SOI

**Proposal to Conduct a
MUNICIPAL SERVICE REVIEW AND SPHERE OF INFLUENCE STUDY
For SOLANO IRRIGATION DISTRICT**



Provided to:

Solano Local Agency Formation Commission (LAFCO)



Submitted by:

Milani & Associates

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Concord, CA 94520
Phone: (925)-674-9082
Email: mmilani@milani-eng.com

MMS Design

3527 Mt. Diablo Blvd, #265
Lafayette, CA 94549
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Email: mcgill1951@yahoo.com

Craft Consulting Group

3527 Mt. Diablo Blvd, #320
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Phone: (925) 283-4981
Email: craft@craftconsulting.net

Darling H₂O Consulting

1703 Oro Valley Circle
Walnut Creek, CA 94596
Phone: (925) 383-4350
Email: gary@darlingh2o.com

May 21, 2021



May 21, 2021

Rich Seithel, Executive Officer
Solano LAFCO
675 Texas St. Ste. 6700
Fairfield, CA 94533

Re: Request for Proposals to Conduct a Municipal Service Review and Sphere of Influence Study of the Solano Irrigation District

Dear Mr. Seithel:

The consultant team of Milani & Associates, MMS Design, Craft Consulting Group, and Darling H2O is pleased to submit this proposal to conduct a Municipal Service Review and Sphere of Influence Update Study of the Solano Irrigation District. Our consultant team consists of a well-integrated group of experienced consultants that are knowledgeable about CHK Act requirements and Water District operations.

Should you have any questions during your review of our proposal, I invite you to contact me by telephone at (925) 674-9082 or by email at mmilani@milani-eng.com. Thank you for your consideration. We look forward to the opportunity of working with Solano LAFCO on this project.

Sincerely,

Mike Milani

Michael Milani, P.E.
President
Milani & Associates

Understanding of Project

Under California Government Code Sections 56425-56430, Local Agency Formation Commissions (LAFCO's) are charged with preparing periodic Municipal Service Reviews (MSR's) to ensure the logical, efficient, and orderly delivery of local government services. Solano LAFCO is seeking a thorough, well-referenced, and concisely written study and report for the Solano Irrigation District (SID) with supporting documentation that: 1) clearly addresses the MSR and SOI requirements outlined in the Government Code, 2) creates a platform that facilitates dialogue among the stakeholders, and 3) provides supporting data about the current and anticipated capacity and demand for water services. Solano LAFCO will utilize this document as a critical source, together with additional analysis where necessary, to pursue sphere, boundary, and governance changes if needed.

Solano Irrigation District (SID) is an independent special district formed in 1948 under the State Water Code as an irrigation district. A five-member Board of Directors is elected by registered voters within the boundaries of the district. SID encompasses an area, which includes 14,137 parcels covering 71,056 net acres and has entitlements for 141,000 acre feet of agricultural and domestic water annually from Lake Berryessa. Groundwater for domestic consumption comes from wells in Elmira, Quail Canyon, Stocking Ranch, and five wells in the Dixon-Solano Water Authority area. SID provides irrigation water from surface waters but also maintains 29 agricultural wells that supplement its surface water supply from the Solano Project. The District operates the Solano Project, which delivers Lake Berryessa water to four cities (Benicia, Vacaville, Fairfield and Vallejo), the Maine Prairie Water District, and SID customers. SID also treats and delivers drinking water to Suisun City and provides the physical operation and maintenance of the Rural North Vacaville Water District's water system via contract. SID operates and maintains Solano Project facilities including Monticello Dam, Putah Diversion Dam, and the PSC on behalf of the Solano County Water Agency. The district owns and operates the hydroelectric power plant at the base of Monticello Dam.

The District's primary water demand is the agricultural water necessary to produce crops grown within the SID service area. In addition to the demand for irrigation water, SID provides municipal and industrial (M&I) water and non-potable water supplies to some rural developments within its service area. SID has 81 employees and receives revenues from multiple funding sources with an annual operating budget of approximately \$11 million.

Project Approach

One of the primary purposes of this MSR/SOI Study is to collect data in order to provide a comprehensive analysis of water and other services provided by Solano Irrigation District. We will conduct a comprehensive MSR/SOI review of relevant material regarding Solano Irrigation District's operation and financial condition, including analysis of the District's service capabilities, water source and supply, treatment, current usage, anticipated water demand, and other critical areas of concern. We will also address the impact of droughts and climate change on the District's water supply capabilities.

Our approach includes a mix of quantitative and qualitative research methodologies. Primary data sources for this study include information obtained from the District, including its strategic plan and website; State Controller's Office financial reports; district financial

audits and reports; California Water Code, census data and other relevant data sources. Meetings and interviews will be held with Solano LAFCO staff, District Board Members, Solano Irrigation District staff, and other knowledgeable experts. We will review assessor parcel information and acreage, along with land use, planned uses and population data, financial statements, and other relevant information. Our analysis of District operations will also include review of its governance, annual revenue and expenses for the past five years, capital improvement plans, and other factors affecting the agency's ability to provide service to existing and planned service areas.

Scope of Services

The proposed scope of services addresses the following tasks as outlined in the Request for Proposal.

Task 1: Address MSR Determinations and SOI Requirements

This Task involves the collection and analysis of data and information to address each of the seven (7) MSR topics and five (5) SOI considerations and make written findings and determinations as required by the CKH Act. The consultant team will prepare a MSR/SOI Update with respect to each of the following factors:

Municipal Service Review Determinations

1. Growth and population projections for the affected area;
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence;
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence;
4. Financial ability of agency to provide services;
5. Status of, and opportunities for, shared facilities;
6. Accountability for community service needs, including governmental structure and operational efficiencies;
7. Any other matter related to effective or efficient service delivery, as required by commission policy.

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1. The present and planned land uses in the area, including agricultural and open space lands. We will provide a table detailing by parcel, the acreage, zoning, land use, planned uses if known, and other relevant information to the extent that the data is readily available;
2. The present and probable need for public facilities and services in the area;
3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide;
4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency;

5. The present and probable need for public facilities or services related to sewers, municipal and industrial water, or structural fire protection to the extent those services/facilities are needed by any disadvantaged unincorporated communities within the District's sphere of influence.

Written findings and determinations will be provided for each of the above twelve topics as provided in Section III of the RFP and as required by the CKH Act. Also, as part of our review we will examine and document best practices for special districts. The Government Finance Officers Association (GFOA) publishes a list of best practices and lists key documents that public agencies should be publishing regularly (see <https://www.gfoa.org/best-practices>). The Special District Leadership Foundation (SDLF) promotes good governance and best practices among California's special districts and provides special districts with a checklist of best practices in the areas of Finance and Human Resources (see <https://www.sdlf.org/viewdocument/high-performing-district-checklist>).

Task 2: Exploration of Critical Areas

In addition to the CKH Act, SID is also governed by the State Water Code under which it was formed. SID performs a variety of water resource-related functions, the combination of which is not typical of most irrigation districts in California. The physical assets and water rights that SID owns convey both raw and treated water to other local agencies.

Water Source & Supply.

In addition to the CKH Act, water agencies in California are regulated by the State Water Code. SID has several sources of water including surface water, groundwater, and recycled water. The Consultant Team will collect and analyze relevant information concerning SID's water sources, service capabilities, operation, and water consumption including:

- a. water source (ground water; surface water),
- b. water supply (including impact of droughts, climate change, ground water sustainability),
- c. water capacity,
- d. conveyance,
- e. distribution system,
- f. treatment,
- g. current usage,
- h. storage system needs,
- i. anticipated water demand.

The Consultant Team will analyze available information and document each of these issues of critical concern. We will also address the impact of droughts and climate change, and the requirements for adoption and management of a groundwater basin sustainability plan.

Groundwater Sustainability

Solano County overlies portions of two major groundwater basins designated by the California Department of Water Resources. These two basins include a portion of the Sacramento Valley Groundwater Basin, known as the Solano Sub-basin, and the Fairfield-Suisun Sub-basin. A small portion of the Sonoma-Napa Sub-basin is located in the

northwestern corner of Solano County. Entities in Solano County that rely on groundwater for all or a portion of their water supply include the Cities of Vacaville, Dixon, and Rio Vista and water districts such as Rural North Vacaville Water District and Solano Irrigation District. The Solano Sub-basin has moved from the originally proposed single Groundwater Sustainability Agency (GSA) format to a multi-GSA management structure. The Solano Irrigation District has formed a single agency GSA for its territory.

Task 3: Current and planned financing plans for service/infrastructure upgrades and capacity improvements.

The Consultant Team will investigate, gather data, and analyze SID's current and planned capital improvement plans for service/infrastructure upgrades and capacity improvements.

Task 4: Determination of Agency's Ability to Provide Service to Existing and Planned Service Areas

We will identify and analyze the District's ability to provide services to existing and planned service areas. We will also analyze the impact of droughts, climate change, and requirements for adoption of a ground water basin sustainability plan, and any anticipated changes to the SID's service territory.

Task 5: District Operations Analysis & Recommendations

This Task includes the review and analysis of the District's current operations, governance structure, and service capacity and delivery. We will review SID cooperative agreements with other agencies, such as the Solano Water Authority, to identify management and operational efficiencies. We will also identify and make recommendations for any changes or improvements to enhance services and efficiencies based on the analysis.

Task 6: Administrative Draft for Staff Review

The Consultant Team will prepare an administrative draft with our analysis, findings, and determinations for LAFCO staff's review and comments. The administrative draft will be delivered in both a MS Word formatted version and a .pdf formatted version.

Task 7: Public Review Draft MSR/SOI Update

The Consultant Team will revise the administrative draft based on LAFCO staff's review and address comments and prepare a draft report for public review and comment. The Public Review Draft will be delivered in both a MS Word formatted version and a .pdf formatted version. The Consultant Team will then present the draft report to the LAFCO Commission at a public hearing. The Draft MSR/SOI will be delivered to LAFCO staff at least two weeks before the LAFCO Commission public hearing.

Task 8: Final MSR/SOI Report

Based on public comments received on the draft report we will prepare a final report that will be presented to the LAFCO Commission at a public hearing. The Final Report will be delivered to LAFCO staff in both an MSWord formatted version and a .pdf formatted version at least two weeks prior to the public hearing.

Key Project Personnel

Project personnel for this assignment have the necessary experience and technical expertise to address the MSR/SOI requirements outlined in California Government Code Sections 56425 and 56430 and analyze the capacity and demand for water services. They understand water district service delivery and financing and have experience in the analysis and presentation of information that leads to pragmatic solutions for efficient and orderly service delivery. Project personnel have experience with the CKH Act, the role and functions of LAFCO, and the MSR and SOI process, along with expertise with the California Water Code. Project personnel for this assignment include:

Mike Milani, P.E.

Milani & Associates

Mike Milani has more than 30 years experience providing civil engineering and surveying services to public and private sector clients. Mr. Milani has been the Reclamation District Engineer for both Jersey Island and Bethel Island Reclamation Districts in Contra Costa County and has served as the City Engineer for several local communities. Mr. Milani also has extensive experience with local, State and Federal resource agencies. Mr. Milani holds a B.S. in civil engineering from the University of California, Berkeley.

MICHAEL R. MCGILL, P.E.

MMS DESIGN

Mr. McGill is a civil engineer and an elected Board Member of the Central Contra Costa Sanitary District. He is also a Contra Costa LAFCO Commissioner and a CALAFCO Board Member. Mr. McGill brings over 25 years of technical experience to public agency and private sector infrastructure projects. He is an expert at infrastructure financing and the development of large-scale water and wastewater infrastructure projects. Mr. McGill has a dual Master's degree in Civil Engineering and Water Resources Engineering from the University of Michigan.

Gary Craft

Craft Consulting Group

Gary Craft has over 25 years experience as a public agency and private sector planning and economic consultant. He recently served as the lead consultant on a multi-district MSR for 24 reclamation districts in Solano County. Prior experience includes working for a Local Government Boundary Commission in Oregon where he developed policies and procedures for municipal and special district formations, annexations, consolidations, dissolutions, and reorganizations. Mr. Craft holds a Master's Degree in Urban and Regional Planning from the University of Oregon.

Gary Darling, P.E.

Darling H₂O Consulting, Inc.

Gary Darling will serve as a Senior Water Consultant on this project. He has over 30 years experience in water supply and delivery. He served as Director of the Los Vaqueros Reservoir Project for the Contra Costa Water District and was the future water supply manager for East Bay Municipal Utility District. He has been a leader on Delta water issues and served as the lead negotiator for EBMUD in the establishment of the Freeport Regional Water Authority for the diversion of water from the Sacramento River. For over a decade he served as the General Manager for Delta Diablo Sanitation District, a Special District in Antioch CA, serving over

200,000 residents, and has participated in multiple MSRs. Mr. Darling has a B.S. in Engineering from UC Davis and has done post-graduate work at UC Davis and completed the engineering management program at UCLA, and water/wastewater leadership program at the University of North Carolina.

Firm Qualifications

The Consultant Team consists of four firms: Milani & Associates; Craft Consulting Group, MMS Design, and Darling H2O. Milani & Associates will serve as the prime contractor for this project. Craft Consulting Group, MMS Design, and Darling H2O will be sub-consultants to Milani & Associates.

Our consultant team has a comprehensive understanding of special districts, including water agencies, the laws governing them and how services are financed and delivered. Each of the firm's principals is familiar with the Cortese-Knox-Hertzberg Local Government Reorganization Act ("CKH") and the role and functions of LAFCO and the Municipal Service Review (MSR) process. We have successfully completed several MSR/SOI studies for Solano LAFCO, including a multi-district MSR for 24 reclamation/Levee Maintenance districts in Suisun Marsh and the Delta. We have the demonstrated ability to analyze and present information in an organized format and the ability to provide flexible and creative alternatives where necessary to resolve service and policy issues. We have prepared written reports and studies that analyzed the governance structure, financial conditions, and service delivery capabilities of special districts and prepared findings, alternatives, and recommendations which were presented to the Solano LAFCO Commission at public hearings and received public input. We have worked with land owners, public agencies, and received input and comments from the general public. We have the ability to interpret budget and planning documents, and to synthesize complex issues into understandable narratives.

Milani & Associates has been in business since 1999. The firm provides broad based civil engineering services to private and public sector, including municipalities and special districts. Milani & Associates develops designs and construction documents for infrastructure and land development projects.

MMS Design has done business since 1983. MMS Design provides civil engineering and land planning services to public agencies and private sector land development clients.

Craft Consulting Group specializes in economic and financial analysis, feasibility studies, and strategic planning. The firm has served a variety of public and private sector clients, including local municipalities and special districts since 1991. Craft Consulting Group prides itself on developing data-informed solutions and strategies for clients so that they can make realistic practical decisions.

Darling H2O offers strategic planning, permitting, and advocacy services related to innovative water, wastewater, ecosystem restoration, and bioenergy solutions.

Experience with CKH Act, Role and Functions of LAFCO and the MSR/SOI Process

Mike McGill, President of MMS Design, is a Contra Costa County LAFCO Commissioner and a Board Member of CALAFCO, where he is a past chair and currently serves on CALAFCO's Legislative Committee. Mike Milani, President of Milani & Associates, has served as the District Engineer for two reclamation districts in Contra Costa County and has a solid understanding of

how special district services are delivered and financed. Gary Craft, Managing Principal of Craft Consulting Group, is a former planner with public agency and private sector experience. Mr. Craft's background includes working for a Local Government Boundary Commission in Oregon where he developed policies and procedures for the formation, annexation, consolidation, dissolution, and reorganization of city and special district boundaries and spheres of influence. Gary Darling has worked for several water districts and was the general manager of a sanitary and water reclamation district.

Water District Expertise

Team members have knowledge and expertise with the California Water Code. Milani, McGill, and Darling are all experienced engineers with water backgrounds and an understanding of the California Water Code. Gary Darling will serve as a Senior Water Consultant on this project. He has worked for several water and wastewater agencies including Delta Diablo Sanitation District, East Bay Municipal Utility District, and the Contra Costa Water District. Most recently, Mr. Darling consulted on the Sites Reservoir Project, west of Colusa in the Central Valley, where he completed an Organizational Assessment, led the recruitment process for a new Executive Director, and assisted in the 2020 Strategic Planning process.

Similar and Related Project Experience

The Consultant Team has successfully conducted several MSR/SOI studies for Solano LAFCO including an MSR and SOI Update for Reclamation District 2034 and a multi-district MSR for 24 Reclamation/Levee Maintenance Districts. All four firms and their principals have a long history of preparing written reports and technical studies. Relevant projects include:

Solano County Reclamation/Levee Multi-District Municipal Service Review February 2020

This Municipal Service Review covered flood protection services provided by 23 reclamation districts and one levee maintenance districts located in Solano County. The purpose of the MSR was to provide a comprehensive update of the service needs, operational efficiency, governance, and service delivery capacity of the reclamation and levee maintenance districts. The final was organized into six sections that focused on key issues relevant to reclamation districts while addressing the required MSR determinations for each agency. The first two sections address LAFCO's role and reclamation district responsibilities under State law. Individual reclamation districts were grouped into three sections according to their geographic sub-region. Analysis of each district included the 1) regional context, 2) district profiles; 3) required MSR determinations including service capabilities, governance, and financial capacity. The final section included key findings, alternatives, and recommendations for improving the efficient delivery of services and governance of the reclamation/levee districts.

Project Reference

Client: Solano LAFCO

Address: 675 Texas Street, Suite 6700
Fairfield, CA 94533

Contact: Seithel, Executive Officer

Tel: 707-439-3897

Email: rseithel@solanolafco.com

Reclamation District 2034 Municipal Service Review and Sphere of Influence Study 2018

The Solano LAFCO received a petition from the majority landowner for detachment of their lands from Reclamation District 2034. This MSR and SOI study included an evaluation of RD 2034 with consideration for either the detachment of property or the dissolution of the District. In conducting the following MSR and SOI study, the consultant team requisitioned and reviewed available district documents, met with district landowners and/or their representatives, held several site visits, and researched and analyzed relevant information regarding the District and LAFCO statutory required determinations. In the course of the consultant’s team research, it became apparent that RD 2034 may not be operating in accordance with the California Water Code and/or LAFCO statutes. Accordingly, the consultant team evaluated whether the District is eligible for dissolution based on criteria set forth in the State law. We collected and analyzed relevant information regarding the impact of the proposed detachment and provided with an informational document and analysis that allowed them to informed determinations as prescribed by the CKH Act to support LAFCO actions, including a SOI update and potential boundary or governance changes.

Project Reference

Client: Solano LAFCO
Address: 675 Texas Street, Suite 6700
Fairfield, CA 94533
Contact: Seithel, Executive Officer
Tel: 707-439-3897
Email: rseithel@solanolafco.com

Material/Information Needed from Solano LAFCO

We anticipate that all relevant information about SID will be made available from District, Solano LAFCO, and other governmental agencies, regarding district background and boundary information, maps/GIS and other data and information. We anticipate Solano LAFCO’s assistance with preparing maps of SID’s current district boundaries and sphere of influence.



Project Schedule & Timeline

We are prepared to start work immediately upon a Notification of Award. It is our understanding that the Solano LAFCO anticipates a contract start date of June 14, 2021 with the timeline for completion subject to negotiation. The proposed project schedule and timeline highlights the anticipated commencement date, duration of individual tasks, deliverables, and the expected completion date. We are flexible to making changes in the project as needed to accommodate LAFCO requirements, project changes, and public hearing timelines. We are open to adjusting the Project Schedule should the Solano LAFCO deem it necessary to make any adjustments to the scope of work, start date, or delivery date for the administrative draft, public review draft, and final report.

All project personnel are able to commence work immediately upon a notification of award, which is anticipated to be June 14, 2021 and be able to complete work in accordance with the proposed project schedule below.

**Solano LAFCO
Solano Irrigation District MSR/SOI Study**

Task Description	Month		June				July				August				September				October				November				December				January 2022				Feb				Project Completion
	Week		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33				
1.0 Address MSR/SOI Requirements																																							
2.0 Exploration of Critical Areas																																							
3.0 Infrastructure Financing Plans																																							
4.0 District's Ability to Provide Service																																							
5.0 District Operations Analysis & Recommendations																																							
6.0 Administrative Draft MSR/SOI Update																																							
Solano LAFCO Staff Review																																							
7.0 Public Review Draft Report																																							
Public Review & Comment Period																																							
8.0 Final MSR/SOI Update Report																																							

-  Deliverables
-  Meetings & Presentations

Project Budget

We propose to conduct a comprehensive MSR/SOI study update for a Not-to-Exceed Fixed Fee of \$66,920 based on the scope of services set forth in this proposal. The table below indicates the level of effort for each task. We have included a detailed breakdown by team member, task, number of hours, and billing rates on the following page. We propose to invoice on a monthly basis for percent complete.

<u>Task Description</u>	<u>Cost</u>
Task 1: Address /SOI Requirements	\$ 11,100
Task 2: Exploration of Critical Areas	\$ 8,610
Task 3: Infrastructure Financing Plans	\$ 7,410
Task 4: District's Ability to Provide Service	\$ 6,520
Task 5: District Operations Analysis & Recommendations	\$ 8,010
Task 6: Administrative Draft MSR/SOI Update	\$ 12,260
Task 8: Public Review Draft Report	\$ 6,530
Task 9: Final MSR/SOI Update Report	\$ 3,980
Professional Fee	\$ 64,420
Reimbursable Expenses	\$ 2,500
Total Project Cost	\$ 66,920

Hourly Billing Rates

Principal: \$150/hour

Senior Water Consultant: \$240/hour

Senior Associate: \$125/hour

Engineer: \$95/hour

Economic Analyst: \$65/hour

Production/Graphic Design: \$95/hour

Clerical: \$35/hour

**Project Budget
Solano LAFCO**

Solano Irrigation District MSR/SOI Study

		Milani & Associates		Craft Consulting Group	MMS Design	Darling H2O	Total Costs		
Personnel Billing Rate		Principal \$150.00	Engineer \$95.00	Principal \$150.00	Principal \$150.00	Principal \$240.00	by Task		
Task Description							Hours	Amount	
1.0	Address MSR/SOI Requirements	16	12	32	12	4	76	\$ 11,100	
2.0	Exploration Critical Areas of Concern	20	6	18	6	6	56	\$ 8,610	
3.0	Infrastructure Financing Plans	16	6	12	8	6	48	\$ 7,410	
4.0	District's Ability to Provide Service	8	8	16	8	4	44	\$ 6,520	
5.0	District Operations Analysis & Recommendations	8	6	24	8	6	52	\$ 8,010	
6.0	Administrative Draft MSR/SOI Update	10	4	54	12	2	82	\$ 12,260	
7.0	Public Review Draft Report	5	4	28	8		45	\$ 6,530	
8.0	Final MSR Report	4	4	16	4		28	\$ 3,980	
sub-total hours		87	50	200	66	28	431		
sub-total costs		\$13,050	\$4,750	\$30,000	\$9,900	\$6,720		\$ 64,420	
Project Related Expenses									
	travel, printing, etc.	4%						\$ 2,500	
Total Project Cost									\$ 66,920

Material/Information Needed from Solano LAFCO

We anticipate that all relevant information about Solano Irrigation District will be made available from Solano LAFCO, SID, and other governmental agencies, regarding district background and boundary information, maps/GIS and other data and information. We anticipate Solano LAFCO's assistance with preparing maps of SID's current district boundaries and sphere of influence.

Non-Discrimination & Equal Opportunity

Consultant acknowledges that Solano LAFCO is an equal opportunity employer. Milani & Associates is certified with the State of California as a Small Business Enterprise. (SBE) #53293. Subconsultants are also small businesses. All four firms are equal opportunity employers.

No Conflicts of Interest

Proposers warrant and covenant that no official or employee of the Solano LAFCO or other local agencies in Solano County, nor any business entity in which an official of the Solano LAFCO or other local agencies in Solano County has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the Solano LAFCO. Proposers will notify Solano LAFCO of any potential conflict of interest regarding other work or third party contracts.

Insurance Requirements

Insurance requirements outlined in the RFP will be met thru Milani & Associates. The insurance requirements will be maintained throughout the term of the contract, and for a minimum of six months following completion and acceptance by LAFCO of all services under the contract.

Appendix

Firm Profiles



About Milani Associates

Concord based Milani & Associates was established in 1999 by Michael Milani who for over twenty years has been highly visible and active in providing trusted consulting Civil Engineering and Land Surveying services in Northern California.

Milani & Associates' consistent ability to successfully collaborate with and lead diverse teams on complex projects to a successful outcome – on time, on budget, is a standout among its peers. Milani & Associates places attention on every small detail to ensure an excellent outcome to every project we take on.

From the start, our approach is to take the time to understand each client's goals and objectives and then determine the most effective and efficient steps required.

Experienced in a broad spectrum of planning, engineering and surveying projects, our portfolio includes residential developments (high & low density), office/commercial, industrial, retail, levee rehabilitation, educational facilities, complex mapping projects, construction staking and various public works services. Our senior level design staff has a combined experience of over ninety years providing commercial, office and merchant builders with quality, responsive civil engineering consulting services including: surveying, mapping, planning, Civil Design, staking, project management, joint trench and Landscape Architectural services. All Mapping Services include the use of GPS equipment to provide efficient and cost effective survey services for complex projects.

"We pride ourselves in providing prompt service, with attention to design detail, project schedule, budget and the overall environment."

"Our staff includes an outstanding cadre of registered professional Civil Engineers, Licensed Land Surveyors, Senior Planners, CADD & Design Technicians, Field Storm Water Quality Technicians and clerical staff."

www.milaniassociates.com

Full service Civil Engineering, Planning, Surveying, Mapping, & Environmental Engineering

California Certified Small Business

www.milaniassociates.com

Land Development Engineering

- Title review evaluation of easements and encumbrances of record
- Boundary survey
- Topographic mapping
- Constraints mapping
- General Plan and zoning evaluation
- Slope density computations
- Conceptual lotting & grading studies
- Conceptual utility analysis for sewer, water, storm drainage infrastructure
- Preparation of engineer's opinion of probable development costs including agency fees
- General Plan Amendments, Rezone applications, Use Permit, Design Review and Vending Tentative Maps for subdivisions
- Lot line adjustment applications
- Final maps
- Storm Water Control Plan
- Certificate of Compliance

Surveying & Mapping

- Parcel, subdivision and final map preparation
- Right-of-way surveys to Caltrans Standards
- Surveys for planning and design including control, topography, subdivision and ALTA mapping
- Boundary Surveys and Records of Survey
- Construction surveying, including computing, staking and as-built
- Topographic and utility field surveying and mapping
- Horizontal and vertical control surveys
- Precise level surveys
- Expert Testimony/Forensic Services
- Map Checking
- Condominium Conversions

Municipal Engineering

- Counter assistance for city residents or district clients
- Technical review of entitlement requests and preparation of draft conditions of approval
- Application package full review
- Technical review of EIR
- Title review and evaluation of easements and encumbrances of record
- Preparation of legal descriptions and plat maps
- Boundary survey
- Topographic mapping
- Review and processing of lot line adjustment applications
- Review of final maps, grading plans and improvement plans for final entitlement approval
- Review of building permit applications (excludes structural review)
- Attending ZA, Planning Commission, and City/Board of Supervisor public hearings

Construction Staking

- Construction staking crews are manned by trained Union surveyors dispatched from our Local Union 3 Branch of the Operating Engineers Union
- Field crews are equipped with the latest in GPS (Global Positioning System) equipment and Total Stations
- Our detailed and scientific approach to staking minimizes the potential for costly construction staking blunders, delays to the overall construction schedule and results in cost effective and cost sensitive services.

Environmental Engineering

- Phase I and II Environmental Site Assessments
- Phase III Feasibility and Remedial Design
- Wetland delineation and permitting
- Asbestos and Lead-Based Paint Services
- Indoor air quality assessment (IAQ)

NOI, SWPPP Preparation and SWPPP Storm water Monitoring and Reporting

- Preparation of project NOI and upload to Board website via the SMARTS protocol
- Preparation of SWPPP Plans and upload via SMARTS
- Development of RELAPS
- Storm water monitoring and reporting
- Quarterly inspections and annual reporting
- Preparation of final NOI's

Ironhouse Sanitary District and Reclamation District 830 - Jersey Island - Jersey Island Road and Levee Road Improvements:

Milani & Associates served as the District Engineer for Ironhouse Sanitary District in Oakley, CA and for Reclamation District 830 - Jersey Island. Milani & Associates provided all Civil Engineering and Survey/Mapping services for the district.

Jersey Island consists of approximately 3200 acres and 16 miles of levee improvements owned and operated primarily by the Iron House Sanitary District. Jersey Island maintains both active crop and grazing lands. Portions of the island have been set aside as discharge/evaporation ponds for the District=s Sewer Treatment Plant Facility.

Jersey Island is a critical component to the ongoing operations of the District=s Sewer Treatment Program. As such the stability of the islands levee=s is critical to maintaining the Districts operations. Milani & Associates provides engineering design services to upgrade and maintain the islands levee berm and levee road improvements. Portions of the levee road are public access corridors to adjoining islands, such as Bradford Island.

Milani & Associates assisted with Subvention applications as the District Engineer.

Contact: Chad Davisson, General Manager (Current)
Tom Williams (former General Manager), Iron House Sanitary District (925) 625-2279



MMS Design is a consulting firm which for over 35 years has provided development-based services to cities, public agencies, and private sector clients. MMS specializes in large, complex projects involving major infrastructure analysis, funding, financing, long-range planning and design, construction, and contract administration.

As a civil engineer, Mr. McGill has designed and managed a variety of public works and other municipal projects and has overseen infrastructure projects totaling in excess of \$1 billion.

McGill Martin Self, Inc (MMS) was part of Contra Costa Water District Los Vaqueros project team that was awarded the ASCE 1999 Outstanding Civil Engineering Achievement.

Representative Project List

Lone Tree Corridor Assessment District No. 27, Antioch, CA - Engineer-of-Work for \$110 million Assessment District responsible for the feasibility analyses and formation activities, as well as the ongoing administration, design, and construction of infrastructure for 2,200 acres of residential, commercial, and institutional development in southeast Antioch. Tasks performed prior to the formation of the District included infrastructure studies of existing and proposed improvements, assessment spread analyses, cost estimating of alternatives, developing construction phasing plans, and consensus building with all stakeholders including landowners, developers, City staff, and City Council. Formation activities required MMS to coordinate with City staff, Bond Counsel, underwriters and financial advisors, prepare boundary maps, circulate petitions, establish a community outreach program, and obtain approvals from more than twenty agencies, utilities, railroads, etc. Managed phased bond issuance program to facilitate cash flow demands and meet legal requirements of bond usage. Ongoing administration of the District included maintaining the public relations and education program, performing the master accounting of District expenditures, preparing and revising segregation maps, and revising and implementing the construction phasing plans. Projects designed and constructed include seven projects totaling more than 6.5 miles of six-lane and four-lane arterial roadway with storm drainage, waterlines, sewer mains, and landscaping. Other infrastructure projects include 13,500 linear feet of 108-inch, twin 72-inch and 84-inch diameter storm drain, 2.0 MG and 3.5 MG water reservoirs, two water pumping stations and a 90 acre-foot storm drainage detention pond. Additional tasks included informing landowners, developers, and homeowners of A.D. No. 27 activities, potential tax impacts, and other issues which could affect them.

Oakhurst Country Club Specific Plan and EIR, Clayton, CA - Principal Engineer responsible for preparation of the grading, drainage and soil sections, and mitigation measures for a 1,200-acre hillside development. Additional task was to develop a comprehensive mitigation monitoring program for grading and drainage improvements.

Black Diamond Estates Benefit District, Antioch, CA - Engineer-of-Work for this \$7.6 million assessment district for the purpose of infrastructure development and construction. This project included District formation, management of the Engineer's Report, and bond sale strategy. An Assessment District was formed to provide the necessary vehicle for infrastructure extension and a funding source.

Salt Creek Gravity Interceptor Project, Chula Vista, CA – Provided project management to expedite the design of a 16-mile long, 42” diameter Interceptor sewer line that provided sewer service to newly developed communities, including Otay Ranch. The sewer line passed through sensitive environmental areas as well as developed areas of the city, and included micro-tunneling under Interstate 5 for connection to the City of San Diego “Metro line”. This innovative sewer application was developed to minimize disruption to environmentally sensitive areas, and the project balanced preservation of the natural environment with project costs, all the while ensuring that the project met established engineering criteria. Work included coordinating the inclusion of the project in the issuance of environmental permits from various resource agencies, as well as the integration of this project with the on-going development planning processes on adjacent properties. Also included was quality plan check in an efficient timeframe, managing the environmental processing, and monitoring the progress of project design and construction to assure adherence to the schedule.

Lone Tree Valley Master Facilities Planning Study, Antioch, CA - Project Manager responsible for preliminary engineering and planning for public improvements to serve various mixed-use developments located on 2,700 acres. Responsible for preparation of environmental documents to be used for annexations, EIR's, Specific Plans and potential assessment district formations. Work included preliminary engineering, area wide infrastructure planning and phasing, preliminary cost estimating, consensus, and strategy building.

Antioch Area Public Facilities Financing Agency, Community Facilities District
Principal-in-Charge assisting in the formation of the Antioch Area Public Facilities Financing Agency CFD 89-1. Responsibilities included gaining consensus among the property owners for the District boundary, consolidating preliminary cost estimates for desired projects, and calculating the preliminary allocation of taxes for the land uses affected. Upon District formation, responsibilities included revising and preparing boundary proceeding amendments, maintaining an inventory of all parcels in the District, updating and compiling revised cost estimates, and calculating the expected raw land tax for disclosure for bond sale.



Craft Consulting Group (CCG) specializes in market research, financial analysis, and strategic planning. We have conducted numerous studies of local and regional economies; analyzed the market demand for real estate development projects; evaluated public policy issues; prepared financial analysis, cost-benefit studies, and feasibility studies; and developed performance indicators for a variety of clients including local governments, special districts, real estate firms, private sector businesses, institutions of higher education, non-profit organizations, workforce development boards, and economic development agencies since 1991. Based on our research and analysis we develop data-informed solutions and strategies for clients that help drive their economic and business growth. Over the past 20 years we have assisted our clients explore new market opportunities and develop business models to launch or strategically reposition their company/organization to create a sustainable competitive advantage. Through Industry Analysis, Targeted Industry Research, and Industry Cluster Studies we have helped local communities to strengthen and expand their economic base by identifying companies and industries that have the potential to expand and add jobs.

Firm Experience

Delta Diablo Sanitation District Recycled Water Economic Benefit Study – Conducted an economic analysis of potential uses of recycled and identified potential users that require a reliable, high-quality water supply, and quantify the economic benefits of producing high-purity recycled water. High-purity recycled water provides an alternative source of water for industrial users as the cost and demand on existing water supplies continues to rise. Study objectives included identification of target industries and potential uses of high-purity recycled water, potential economic benefits, job creation, increased local spending, increased revenue to district from increased water sales related to the provision of high-purity advanced treated recycled water; and the number of jobs associated with the provision of high-purity water to new and existing industries.

Cowell Ranch Master Plan – Served as the project manager for the planning and land use entitlements of a 4,900 acre master planned community. Supervised consultant team overseeing the land planning, civil engineering, financial feasibility, transportation and utility infrastructure improvements, market analysis, biological assessment and wetlands delineation (California Department of Fish & Wildlife, U.S. Army Corp of Engineers 404 permits), environmental approvals (CEQA), General Plan Amendments, zoning, and land use entitlements and approvals for this land development project. Responsible for negotiating a water supply contract with the local irrigation district to meet the projects long-term raw water needs.

Financial Analysis for Real Estate Development Projects - Prepared financial models for real estate development projects including cash flow projections, return on investment (ROI), breakeven cash flow ratio, debt service ratio, net operating income, and internal rate of return (IRR), and proforma project budgets.

Financial Analysis of Public Sector Retirement Costs: This study analyzed the financial obligations for retiree healthcare costs of 63 public sector entities in Contra Costa County and made recommendations for managing their OPEB liabilities through various cost containment and funding strategies. The study included a review of recently adopted governmental accounting standards (GASB 45), actuarial studies, governmental financial statements, demographic and economic factors contributing to rising healthcare costs, and comparative studies of both the public and private sectors retiree healthcare benefit programs.



Darling H₂O
Consulting Inc.

Darling H2O Consulting offers strategic planning, permitting, and advocacy services related to innovative water, wastewater, ecosystem restoration, and bioenergy solutions. Projects the firm has worked on include the Sites Reservoir Project, where Darling H2O completed an Organizational Assessment, led the recruitment for a new Executive Director, and assisted in the 2020 Strategic Planning process. The Firm has also worked on several wastewater and clean energy projects for a variety of public sector clients.

Firm Experience

Projects completed include:

Sites Reservoir Project

Completed an Organizational Assessment, led the recruitment for a new Executive Director, and assisted in the 2020 Strategic Planning process

Lawrence Livermore National Lab (LLNL)

Supported activities related to Clean Energy and Water Partnerships, secured over \$20M from the State of California (including DWR, SWRCB and CEC) to provide matching dollars for the Desalination Research & Innovation Consortium

Aries Clean Energy

Assisted Tennessee Company specializing in newly patented gasification equipment suited for processing various feedstocks' such as biosolids, food waste, woody waste from urban or forestry biomass, paper, etc using California network to set up key meetings to introduce Aires gasification solutions with the BAAQMD, Cal EPA, CalRecycle and SWRCB, and with executive management from EBMUD, Cities of San Jose, Sunnyvale, Palo Alto, San Diego, Fresno and Sacramento; and private municipal solid waste handlers such as Marin Sanitary, Garaventa Enterprises, Republic Services, etc.

Invenergy LLC

Assisted Chicago based private power company) and IDE (Israeli based company specializing in desalination globally) using extensive Bay Area agency network to set up meetings regarding the formulation of a public-private-partnership (P3) to develop a Bay Area Regional Desalination Project (key agencies are SFPUC, CCWD, Zone 7, SCVWD)

Central Contra Costa Sanitary District

Assisted in the development of a 20,000+ acre-foot recycled water exchange between Central San, CCWD and SCVWD

Castro Valley Sanitary District

Completed a 5-year strategic plan adopted by the Board of Director

Resumes

Michael Milani, P.E.

EXPERIENCE SUMMARY

Mr. Milani has more than thirty years experience in providing consulting *Civil Engineering and Land Surveying* services. As a principal, he is responsible for overall management of the firm, including the most important task of defining design guidelines & quality control. On major projects, he is involved in *mission planning and formulation of design criteria*. Being dual licensed as a Civil Engineer and Land Surveyor, Mr. Milani is able to address critical surveying, right-of-way issues and design constraints at the front end mission planning stage so that the project progresses in an orderly fashion, meets critical milestone dates and adheres to previously targeted budget parameters.

Mr. Milani has worked closely with public agencies to develop unique solutions to incorporating public facilities into existing development and habitat sensitive areas. Through his experience in working for both public agencies and private developers he has attained an understanding of physical constraints as well as legislative and safety issues. His expertise in developing effective and efficient alternatives to difficult design issues has facilitated the development of many projects within and around sensitive biotic habits.

In addition, Mr. Milani has an excellent understanding of the construction environment and can easily identify potential construction constraints regarding access. This understanding allows him to recommend cost saving alternatives and prevent potential expensive construction change orders.

Education

B.S., Civil Engineering, University of California, Berkeley

Registration & Licenses

Professional Engineer – California (RCE 35121)
Licensed Land Surveyor – California (LS 5311)
QSD 351
General Engineering (463645)

Professional & Civic Affiliations

American Society of Civil Engineers
California Land Surveyors Association
California & Nevada Civil Engineers & Land Surveyors Association, Inc.

Michael R. McGill, P.E.

EXPERIENCE SUMMARY

Michael McGill is the President/Principal Civil Engineer of MMS Design and brings over 35 years of technical experience to projects. He has managed a variety of public works and private land development projects. He has extensive experience in dealing with public agencies and local governments, and is well versed in regulatory procedures and requirements for obtaining approvals and permits. He has worked with many federal, state, and local agencies, including the Federal Emergency Management Agency, U.S. Army Corps of Engineers, the Regional Water Quality Control Board, the U.S. Fish and Wildlife Service, and the California Department of Fish and Wildlife. He has specific expertise in the areas of environmental assessments, flood control, hydraulics and hydrology, grading, drainage, and erosion control.

Mr. McGill's planning experience includes consulting with private and public interests on forward planning issues to prepare regional planning studies, feasibility and constraints reports, annexation analysis studies and agreements, Environmental Impact Reports, General Plans, and Specific Plans.

Mr. McGill is an elected Board Member of the Contra Costa Sanitary District (first elected in 2006, re-elected 2010 and 2014), a Contra Costa LAFCO Commissioner (since 2011) and a CALAFCO Board Member (Secretary).

President / Principal Civil Engineer, MMS Design

Board Member, Central Contra Costa Sanitary District, President 2009 and 2015

CCCSD's mission is to protect public health and the environment by collecting and treating wastewater, recycling water for reuse and promoting pollution prevention.

Commissioner Contra Costa County Local Agency Formation Commission The Local Agency Formation Commission is established in each county to be responsible for overseeing most forms of local government boundary change, including incorporation, annexations, and special district formations.

CALAFCO Board Member

CALAFCO serves as an organization dedicated to assisting member LAFCOs. The membership of CALAFCO consists of all 58 LAFCOs in California, along with an associate membership of firms and agencies which support the educational mission of the organization. Mr. McGill is one of 16 state-wide Board Members. He is a past chair of CALAFCO and currently serves on the Legislative Committee.

Education

M.S., Water Resources Engineering, University of Michigan
M.S., Civil Engineering, University of Michigan
B.S., Civil Engineering, University of Michigan

Professional & Civic Affiliations

Professional Engineer – California and Michigan
American Public Works Association (Life Member)
Water Environment Federation
IEEE
East Bay Leadership Council – Board Member and Past Co-Chair, Land Use Task Force
Workforce Development Board of Contra Costa County (Past-Chair)

Gary W. Craft

Summary

Mr. Craft has strong analytical, strategic planning, problem solving, communication, and project management skills with practical experience at all levels of a project from concept definition and requirements analysis through implementation and project delivery.

Professional Experience

Managing Principal, Craft Consulting Group - directs and manages the firm's projects providing practical solutions to complex business issues for a variety of corporate, governmental, and institutional clients in the area of business strategy, economic competitiveness, and sustainability. Mr. Craft has conducted numerous studies of local and regional economies; analyzed emerging industry clusters; led the planning and development of a variety of business incubators; prepared economic strategies and action plans for local communities; evaluated public policy issues; and developed performance indicators that highlight a region's economic vitality and competitiveness.

Executive Director/CEO, San Ramon Technology

Incubator - launched new business venture assisting entrepreneurs start and grow early-stage communication, Internet, multi-media, interactive entertainment, software, and information technology companies. As the CEO of this new non-profit organization, Mr. Craft was responsible for managing incubator operations, strategy and vision, fundraising, human resources, creation of organizational culture, and program development. A major portion of the job involved advising client companies through the start-up process on the development of their business plans, marketing strategies, debt and equity financing requirements, and ownership structures.

Regional Director, BetaWest Properties – managed San Francisco regional office for national real estate firm with responsibility for the development, construction, and lease-up of a major mixed use office, retail, and residential condominium project. Directed construction management staff and project consultant team during the design, permitting, and construction phase. Developed overall marketing strategy and supervised outside leasing agents and marketing team.

Business Instructor/Lecturer - taught business course in entrepreneurship and new venture management at Diablo Valley College for three years and was a guest lecturer at Santa Clara University on entrepreneurship and business incubation.

Other Professional Experience

The Shorenstein Company
 Lincoln Property Company
 San Francisco Department of City Planning
 Bolles Associates, Architects & Planners
 Lane County Local Government Boundary Commission

Education

M.U.P., Urban Planning, University of Oregon, 1972

B.S., Political Science, University of Oregon, 1977

Professional & Civic Affiliations

Mr. Craft is the past president and former chair of the Economic Development Task Force of the East Bay Leadership Council. He previously served on the Concord Chamber of Commerce Board of Directors and chaired their Green Business Committee. He is currently a member of the California Association for Local Economic Development. Mr. Craft also was one of the founders of Diablo Venture Alliance, a resource network for entrepreneurs, venture capitalists, angel investors, and strategic service providers.

Gary Darling, P.E.

EXPERIENCE SUMMARY

Darling H2O Consulting Services (2017-present)

Completed an organizational assessment, led the recruitment for a new Executive Director, and assisted in the 2020 Strategic Planning process.

General Manager, Delta Diablo Sanitation District, Antioch, CA, (2003-2016)

Used a bottom-up strategic planning approach to transform a full-service utility providing service to 200,000 residents in Contra Costa County into a “*Utility of the Future*” as envisioned by the National Association of Clean Water Agencies. The resulting change moved the organization with a long history of “treat and dispose” to a resource development and recovery agency. The utility now recycles 100 percent of its water in the summer season and produces over 60% of its own energy. Provided strong fiscal oversight so customer rates are below the Bay Area median; reserve funds are strong and conservatively invested; and Delta Diablo has received “clean” audits during my tenure.

East Bay Municipal Utilities District, Oakland, CA, (2001-2003)

Future Water Supply Improvement Manager responsible for leading negotiations that resulted in the establishment of the EBMUD-Sacramento County Joint Powers Authority for the Freeport Regional Water Authority that has constructed the new Freeport intake and conveyance. Led negotiations with the USBR on EBMUD water supply contract that successfully crafted the USBR Central Valley Project Municipal & Industrial (M&I) Shortage Policy through cooperation with other M&I agencies including Santa Clara Valley Water District (SCVWD), Contra Costa Water District (CCWD), City of Redding, City of Stockton, and Sacramento Municipal Utility District Program Manager for the EBMUD, San Francisco Public Utilities Commission (SFPUC), and City of Hayward 30 MGD Intertie Project. Lead negotiator for two JPA’s between the agencies.

Contra Costa Water District, Concord, CA, (1987-2001)

Director of Los Vaqueros Reservoir Project serving as lead negotiator to obtain the 100 local, state and federal permits required to construct and operate the 100,000 acre-foot Los Vaqueros Reservoir Project. Managed construction of the \$450 million Los Vaqueros Reservoir Project. Completed project under budget with a workforce in excess of 200 and a peak monthly cash flow of \$12 M. Directed all CCWD construction activities associated with the \$350 million Ten-Year Capital Project Program. Lead negotiator for renewal of the USBR Central Valley Project water service contract

Education

University of California, Davis
Bachelor of Science, Engineering 1982

University of California, Davis
Post Graduate Studies, Engineering 1984-85

University of California, Los Angeles
Engineering Management Program 1990

University of North Carolina, Chapel Hill
Water and Wastewater Leadership 2009

Professional Licenses

Registered Professional Civil Engineer: RCE 41999