



November 22, 2024

Request for Proposal (RFP) **Amendment**

DISTRICT LEGAL SERVICES

CARMEL AREA WASTEWATER DISTRICT

3945 RIO ROAD

CARMEL, CA 93922

PROPOSALS DUE

December 5, 2024 @ 4:00 PM PST

The Carmel Area Wastewater District (District) is seeking proposals from
Qualified firms to provide legal representation to the District's
Board of Directors and District Staff

1. SCHEDULE OF ACTIVITIES

RFP release	11/1/2024
Written Inquiry Deadline	11/30/2024 @ 2:00 PM
Submission Deadline	12/05/2024 @ 4:00 PM
Tentative Interviews with Board of Directors	12/09 – 13/2024
Tentative Board of Directors Award/Approval	12/19/2024
Expected Contract Start Date	01/10/2025

2. AMENDMENT – Additional Services Required

The Carmel Area Wastewater District/Pebble Beach Community Services District Reclamation Project (the “Project”) is a cooperative effort involving the Carmel Area Wastewater District (“CAWD”), the Pebble Beach Community Services District (“PBCSD”), the Monterey Peninsula Water Management District (“MPWMD”), and the Pebble Beach Company (“PBCo”). This cooperative effort did not create a new or separate legal entity. The Project is a proprietary (enterprise) fund of the Monterey Peninsula Water Management District/

The Project provides treated wastewater to irrigate golf courses and open space areas in the Pebble Beach community, which has freed up potable water previously used for irrigation. The original Project involved the construction of a new tertiary treatment plant and laboratory facilities located on the site of the existing CAWD secondary wastewater treatment plant, the construction of a new reclaimed distribution system, including a 2.5 million gallon storage tank, and irrigation system improvements. The tertiary treatment plant produces water which meets Title 22 standards specified by the California Department of Health Services, which is a quality acceptable for human contact.

The Projects assets are owned principally by CAWD and PBCSD, and consist primarily of the following:

- Assets owned by CAWD: (1) a tertiary treatment plant, (2) secondary process improvements, (3) laboratory facilities, (4) a reclaimed water pump station, (5) related computer equipment, and (6) a small portion of the reclaimed water pipeline.
- Assets owned by PBCSD: (1) approximately seven miles of reclaimed water distribution system pipeline, (2) the Forest Lake Reservoir, (2) a 2.5 million gallon storage tank; and (4) a potable water pump station.

The activities of the Project are overseen by a six-member management committee containing two representatives from the CAWD board, two from the PBCSD board, one from the PBCo, and one from the Independent Reclaimed Water Users Group.

The Reclamation Management Committee meets three times a year. We require the services of legal counsel at those three meetings.

The Committee meeting schedule for 2025

February 11, 2025

May 13, 2025

November 11, 2025

All meetings are held at 9:30 a.m. at the PBCSD located at 3101 Forest Lake Road, Pebble Beach, CA 93953. Meetings typically last 90 – 120 minutes. A committee agenda and supporting materials will be sent for review prior to the meeting.

In addition to attending meetings three times a year, there may be a requirement for review of documents. The Reclamation Project is fairly mature, so we do not anticipate anything out of the ordinary.

The Carmel Area Wastewater District requires that the billing for the Reclamation Project be kept separate from the District. That can be in the form of separate invoices or a clearly detailed line item on the invoice for “Reclamation”.