

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: July 15, 2026

To: Mayor and Town Council
From: Elizabeth Cargay, Environmental Program Manager
Subject: Los Amigos Monitoring Well Installation and Development - Drilling Services Agreement

Recommendation to Council:

Approve a Construction Services Agreement with the driller, Park Water Resources, LLC, to drill, install and develop one new monitoring well, as part of the Los Amigos Monitoring Well Installation and Development Project in an amount not to exceed \$68,664.10 plus a 20 Contingency of \$13,733.90 for a total of \$82,398 and authorize the Town Manager to execute said agreement and approve any required construction change orders up to the authorized project budget contingency of 20%, on behalf of the Town.

Strategic Plan Element:

The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

Background:

In 2024, the Town finalized its Groundwater Master Plan, which recommended the Los Amigos Shallow ASR Water Supply Wells Installation and Testing Project to install new groundwater wells on Town-owned property at the north end of Town, located off Los Amigos Rd. By October 2025, two ASR wells were installed. The project requires a smaller 4-inch monitoring well to be installed to monitor the injection and pumped groundwater levels during the ASR pilot study. The Los Amigos Well Project is a multi-phase project, and this contract is for Phase 2.

The ASR project involves five phases:

Phase 1 - Installing and developing two municipal wells

Phase 2 - Installing a monitoring well

Phase 3 - Installing water and sewer infrastructure to transport the water to the Town water system and back to the Los Amigos wells. Installing PG&E electrical.

Phase 4 – Temporary permitting and completion of a two-year ASR pilot study where clean, excess winter water from the Town's Russian River wells is injected and removed multiple times in the new wells and multiple required testing is completed.

Phase 5 – Permitting of the wells as full Municipal Wells and obtaining long term water rights for injection. If the pilot test proves workable, this stored water can then be accessed (pumped out) later

during droughts, emergencies, or to meet other municipal needs—effectively creating an underground water storage reservoir without constructing a physical one. If not, the Town will still permit the wells as municipal wells.

Discussion:

The portion of the project includes the drilling and development of the monitoring well, approximately 300 feet deep.

The Town issued a Request for Proposals to drill the well in May 2026. Three firms submitted bids ranging from \$68,664.10 to \$145,405.00, with the lowest bid coming from Parks Water Resources. Staff recommends award of a Construction Service Agreement (Attachment 2) in the amount of \$68,664.10 plus 20% contingency of \$13,733.90 for a total of \$82,398 for the Parks Water Resources LLC contract. The Bid Summary is attached (Attachment 3).

Fiscal Impact:

The total fiscal impact of the proposed contract will allocate \$82,398 to the project. Project appropriations will be from the Water Capital Fund Project 71-80-84-0000-6600 (old 460-83-25-2421-4510-000. The Water Capital Fund has sufficient balance to cover this project.

Environmental Review:

The project is exempt from the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15262 for Statutory Exemptions for Feasibility and Planning Studies and section 15306 for a Class 6 Categorical Exemption for Information Collection and testing and should not result in any significant effects related to water or water quality. Therefore, no environmental review is required.

Attachment(s):

1. [Fig. 2 Proposed MW Location Map](#)
2. [Maj CA- Parks Water Resources LOS AMIGOS MONITORING WELL INSTALL 6.23.26](#)
3. [Bid Summary 6-4-26 - Los Amigos Monitoring Well Install](#)

Prepared by:

Elizabeth Cargay
Environmental Program Manager

Reviewed by:

Shannon Cotulla
Public Works Director/Town Engineer

Nick Walker
Administrative Services Director

Approved by:

Jon Davis
Town Manager