

CRESCENTA VALLEY WATER DISTRICT

**2700 Foothill Boulevard
La Crescenta, California**

**Agenda for the
Adjourned Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on Tuesday, March 27, 2018 at 6:00 p.m.**

Posted: March 23, 2018 at 3:00 p.m.

Any written materials distributed to the Board in connection with this agenda will be made available at the same time for public inspection at the District office located at the above address.

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

At this time the public shall have an opportunity to comment on any non-agenda item relevant to the subject matter jurisdiction of the Board. This opportunity is non-transferable and speakers are limited to one three (3) minute comment.

Public Workshop

FY 2018/19 Water and Wastewater Budget – Presentation and discussion of upcoming FY 2018/19 Water and Wastewater Budgets and rates.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of Minutes of the Regular Meeting on March 13, 2018.
2. Ratification of Disbursements for February 2018.

Action Calendar

The public shall have an opportunity to comment on any action item as each item is considered by the Board prior to action being taken. This opportunity is non-transferable and speakers are limited to one two (2) minute comment.

1. **Professional Service Agreement for ULARA Legal Services** – Consideration and motion to authorize the General Manager to enter into a professional services agreement with Best, Best & Krieger, LLP and the ULARA Watermaster for administration of ULARA Legal Services.
2. **CVWD's Well 2 and Related Facilities, Project E-956** – Consideration and motion to authorize the General Manager to amend the agreement with Cannon Corporation for quality control inspection services related to the construction of Well 2 and related facilities at a cost of \$82,000.

Information Items

Written Communications to District/Board

General Manager's Report

Attorney Report

Reports of Committees

- **Engineering Committee**
- **Finance Committee**
- **Employee Relations Committee**
- **Policy Committee**
- **Community Relations/Water Conservation Committee**
- **Emergency Planning Committee**

Director's Oral Reports

Report on issues, meetings, or activities attended by Directors.

Closed Session

1. **Public Employee Discipline/Dismissal/Release**
2. **Public Employee Appointment**
Title: General Manager

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Item No.
March 27, 2018

To: Honorable President and Members of the Board of Directors
From: Ron L. Mitchell and David S. Gould
Subject: **FY 2018/19 Water & Wastewater Draft Public Hearing**

PUBLIC WORKSHOP:

1. FY 2018/19 Water & Wastewater Budget Draft Public Hearing

BACKGROUND:

On March 27, 2018 the Board and staff will hold a Public Workshop at 6:00 p.m. to review the draft FY 2018/19 Water and Wastewater Budgets and answer questions from the public. Staff will review the draft Power Point presentation and answer questions from the Board and the public.

Staff is still working on the presentation and it will be finalized and delivered to your homes on Monday, March 26th to allow time to be reviewed before the meeting.

Thank you for your understanding.

Prepared & Submitted by:

Ron L. Mitchell
Secretary-Treasurer

CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

March 13, 2018

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Adjourned Regular Meeting of February 27, 2018, a Regular Meeting was held on March 13, 2018, at 7:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President James D. Bodnar presiding.

At roll call, the following Directors and staff members were present:

Directors:	James D. Bodnar Michael L. Claessens Kerry D. Erickson Kenneth R. Putnam Judy L. Tejeda (Absent)
Attorney:	Thomas S. Bunn
General Manager:	
Secretary-Treasurer:	Ron L. Mitchell
District Engineer:	David S. Gould
Others Present:	Wendy Holloway, Customer Service Supervisor Dennis Maxwell, Operation & Maintenance Mgr. James Lee, Accounting & Finance Manager Brook Yared, Senior Engineer Kathy Ross, FMWD Director

PLEDGE OF ALLEGIANCE

President Bodnar opened the meeting by asking Director Claessens to lead the Board and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Claessens, seconded by Director Putnam and carried by a 4-0 vote that the Agenda for the Regular Meeting of March 13, 2018 be adopted as presented.

PUBLIC COMMENT – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Kathy Ross reported that on March 7, 2018 she attended the Water Resources Committee Meeting and discussed MWD water conservation program changes, plans, and the restrictions on use of the money funded.

CONSENT CALENDAR

It was moved by Director Claessens, seconded by Director Putnam and carried by a 4-0 vote to approve the Minutes of the Adjourned Regular Board meeting held on February 27, 2018, and the Special Meeting held on March 6, 2018.

ACTION CALENDAR

Foothill Municipal Water District Planned Shutdown – Mr. Gould reported that at the last meeting the anticipated FMWD shut-down on March 18, 2018 to March 27, 2018 was discussed. The Westside agencies are moving to the Red or Critical Alert, but the District is not planning on changing our alert status. We anticipate having adequate water supplies with our groundwater production and the use of the Glendale Interconnection. Starting on March 18th, we are going to start shutting off our connection to FMWD. We have started filling our reservoirs and should be at full capacity by Sunday March 18th, and on Monday, March 19th we will open the interconnection with Glendale. Also during this shutdown, we will be replacing the motor at Pachall Booster B.

FY 2018-19 Water and Wastewater Budget – Mr. Mitchell reported that at the Finance Committee meeting on March 9, 2018, the Committee reviewed the FY 2017/18 Water and Wastewater Budget year end projections regarding water production, revenue, and purchased water. Also, he discussed the assumptions and highlights for the FY2018/19 preliminary Water and Wastewater Budgets. Mr. Lee gave a presentation of the FY 2018/19 preliminary Water and Wastewater Budgets. The Board discussed the preliminary budget and gave staff direction on changes they would like to see and that will be presented at a Public Workshop on March 27, 2018 at 6:00 PM.

INFORMATION ITEMS – CV Weekly – article regarding Safe and Affordable Drinking Water Act – Oppose, and an email from Cindy Tuck with ACWA, regarding Oppose Unless Amended letter for Budget Trailer Bill: Safe and Affordable Drinking Water Tax.

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL

GENERAL MANAGER – Mr. Gould discussed the updated Board and Committee dates and times. He reported the rainfall total is 6.0” for the year, and two recent main breaks, one on Foothill Blvd. at the intersection of Maryland Avenue, and the second on Montrose Avenue at the intersection of Pennsylvania. He also said the APT ARoNite Nitrate Reduction System at Well 2 has been delivered.

Mr. Mitchell reported that there are 7 employee anniversaries for March, Siaki Mortenson – 2 years, Mark Hass – 12 years, Christy Scott – 15 years, Pam Leddy – 16 years, Raymond Dodge and Cory Whitman – 25 years, and Wendy Holloway 36 years. The District has gone 1,368 days without a lost time accident. The new Customer Service Clerk will be starting on March 19th, and applications for the Accounting Clerk position are due by March 16, 2018. Mr. Mitchell provided an updated CVWD Directors expense report for January, February and March.

ATTORNEY – No Report

REPORTS OF COMMITTEES

Engineering Committee – Mr. Gould reported that the Committee will meet on March 22, 2018 at 9:00 AM.

Finance Committee – Director Bodnar reported that the Committee met on March 9, 2018 and reviewed the draft for the FY 2018-19 Water & Wastewater budgets.

Employee Relations Committee – Director Erickson reported that the Committee met on March 2, 2018 in a closed session.

Policy Committee – Director Bodnar reported that the Committee had not met; however, a meeting will be scheduled as needed.

Community Relations/Water Conservation Committee – Director Claessens reported that the Committee had not met; however, a meeting will be scheduled as needed.

Emergency Planning Committee – Director Claessens reported that the Committee will meeting on March 23, 2018 at 9:00 AM.

Executive Committee – Director Bodnar reported that the Committee had not met; however, a meeting will be scheduled as needed.

DIRECTORS ORAL REPORT

Director Bodnar said he attended the MWD Water Planning Stewardship Committee meeting where they discussed increasing water conservation. They talked about a turf rebate program and increasing incentives for toilet and washing machine rebates.

Director Claessens reported the Town Council has started Community Workshops on specific topics and last month was on Public Safety and they invited the Sherriff's department, CERT and other emergency operations. They talked to the community on what they do and what they can expect.

Director Tejeda – No Report

Director Putnam – No Report

Director Erickson – No Report

CLOSED SESSION – No reportable action

ADJOURNMENT

There being no other business to come before the Board at 9:28 p.m., it was moved by Director Claessens, seconded by Director Erickson and carried by a 4-0 vote that the meeting be adjourned to March 27, 2018 at 6:00 p.m.

APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

**CRESCENTA VALLEY WATER DISTRICT
SPECIAL MEETING, BOARD OF DIRECTORS**

March 21, 2018

Pursuant to the order of the Board of Directors, a Special Meeting was held on March 21, 2018 at 7:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President James D. Bodnar presiding

At roll call, the following Directors and staff members were present:

Directors:

**James D. Bodnar
Michael L. Claessens
Kerry D. Erickson
Kenneth R. Putnam
Judy L. Tejeda**

Attorney:

Thomas S. Bunn

PLEDGE OF ALLEGIANCE

President Bodnar opened the meeting and led the Board and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Claessens and carried by a 5-0 vote that the Agenda for the Special Meeting of March 21, 2018 be adopted as presented.

PUBLIC COMMENT – None

ACTION CALENDAR - None

CLOSED SESSION – No reportable action

BOARD MEMBER’S REQUEST FOR FUTURE AGENDA ITEMS - None

ADJOURNMENT

There being no other business to come before the Board, at 8:13 p.m. it was moved by Director Erickson, seconded by Director Tejeda, and carried by a 5-0 vote that the meeting be adjourned.

APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

**CRESCENTA VALLEY WATER DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS**

March 22, 2018

Pursuant to the order of the Board of Directors, a Special Meeting was held on March 22, 2018 at 7:03 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President James D. Bodnar presiding

At roll call, the following Directors and staff members were present:

Directors:

**James D. Bodnar
Michael L. Claessens
Kerry D. Erickson
Kenneth R. Putnam
Judy L. Tejeda**

Attorney:

Thomas S. Bunn

PLEDGE OF ALLEGIANCE

President Bodnar opened the meeting by asking Director Tejeda to lead the Board in reciting the Pledge of Allegiance

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Erickson and carried by a 5-0 vote that the Agenda for the Special Meeting of March 22, 2018 be adopted as presented.

PUBLIC COMMENT – None

ACTION CALENDAR - None

CLOSED SESSION – No reportable action

BOARD MEMBER’S REQUEST FOR FUTURE AGENDA ITEMS - None

ADJOURNMENT

There being no other business to come before the Board, at 9:20 p.m. it was moved by Director Claessens, seconded by Director Tejeda, and carried by a 5-0 vote that the meeting be adjourned.

APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CASH DISBURSEMENTS LIST

FEBRUARY 2018



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	2/2	Los Angeles County Public Works	Excavation permit for 2433 Janet Lee	776.00	
0	2/12	Los Angeles County Public Works	Excavation permits for 3 locations	2,328.00	
0	2/22	Los Angeles County Public Works	Excavation permits for 2 locations	1,535.50	
0	2/22	CalPERS	Contributions for 01/2018	21,905.55	12,573.68
0	2/22	Southern California Edison	Power purchased 02/2018	19,615.91	269.00
36996	2/5	Ron Mitchell	Health Reimbursement	128.69	85.79
36997	2/5	Christy Joana Scott	Health Reimbursement	122.06	81.38
36998	2/8	AVAYA Financial Services	Land line lease 01/2018	380.72	126.90
36999	2/8	California Water Environment	Membership renewal Morgen DuRose		180.00
37000	2/8	California Water Environment	Collection System Grade 1 renewal Jaysen Ortega	85.00	
37001	2/8	Dell Financial Services	Contract lease 01/2018	727.71	242.57
37002	2/8	KR Nida Companies	Lighting for unit #16 and new Cat mini excavator	2,669.98	889.98
37003	2/8	Logan Supply Co. Inc	Wright 1/2" x 3/4" impact universal and adapter	78.82	78.80
37004	2/8	Rassac Air Systems	Heat and A/C maintenance Mills house	236.25	78.75
37005	2/8	Sawyer Petroleum	613.5 gallons of diesel fuel	1,723.56	574.52
37006	2/8	Spectrum Business	Data Communications 01/2018 Mills Plant	2,150.15	716.70
37007	2/8	Spectrum Business	Data Communications 01/2018 Office	2,133.49	711.16
37008	2/8	Sully-Miller Contracting Co.	Minimum load charge	850.80	
37009	2/8	The Gas Company	Gas purchased 01/2018 Glenwood	322.60	107.53
37010	2/8	Trench Shoring Company	3 - Steel trench plate for Altura & Rosemont	1,426.63	
37011	2/8	Univar USA Inc	1,347 gallons of liquid bleach	2,394.76	
37012	2/8	UPS	Shipping Charges	17.31	17.31
37013	2/8	Vision Service Plan Co-(CA)	Group Vision 02/2018	289.17	192.78
37014	2/8	Waste Management - Sun Valley	Disposal service 02/2018 Office & Plant	865.97	288.64
37015	2/8	Western Water Works	2" bolted couplings; 2" gate valves; bolts; repair clamps	1,953.81	
37016	2/13	ACWA Joint Powers Ins Authority	Group Health 03/2018	36,153.38	23,580.08
37018	2/13	ADS, LLC	Monthly sewer monitoring for 01/2018		1,060.00
37019	2/13	Adventist Health	Hep B Vaccine for Bryan Jones	141.00	47.00

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37020	2/13	Affordable Generator Services, Inc.	Generator Service Agreement - annual maintenance	6,231.89	
37021	2/13	Airgas USA, LLC	Monthly cylinder rental 01/2018	196.51	196.50
37022	2/13	All American Landscape Co.	Landscape maintenance 02/2018 office	217.50	72.50
37023	2/13	AMEC Foster Wheeler Environment	M-980 Drinking Water Assessment & E-985 CV Stormwater project - services through 12/2017	6,828.59	
37024	2/13	Ameripride Uniform Services, Inc	Uniform rentals 01/2018	639.54	213.18
37025	2/13	ARC	Monthly MPS Billing 01/2018	674.95	224.99
37026	2/13	Associated Soils Engineering	E-956 Well 2 Nitrate Removal - services through 12/2017	6,635.00	
37027	2/13	AT&T	Land line charges 01/2018	183.10	61.04
37028	2/13	Regino Avalos	Monthly maintenance for 01/2018	879.37	125.63
37029	2/13	Bonnors Equipment Rentals	Misc rentals 01/2018	90.29	22.02
37030	2/13	Burke, Williams, & Sorensen, LLP	Services rendered through 12/31/2017 Arbitration	5,863.52	1,954.51
37031	2/13	CA Air Resources Board - Perp Ren	Citation for Unit #25	225.00	75.00
37032	2/13	CA Utility Executive Mgmt Association	Membership renewal for 2018	750.00	250.00
37033	2/13	California Building Evaluations & Const	E-956 Well 2 progress payment	80,617.00	
37034	2/13	Cannon	E-956 - Inspection and staking services through 12/2017	27,842.04	
37035	2/13	Cargill, Inc - Salt Division	24.37 tons bulk solar salt	5,127.86	
37036	2/13	Cash-Petty Cash	Reimburse petty cash	266.93	100.84
37037	2/13	CCS Interactive, Inc.	Website hosting 02/2018	78.75	26.25
37038	2/13	Cerdant, Inc.	Network securities 02/2018	206.25	68.75
37039	2/13	City of Glendale	Water system fees 09-10/2017	2,751.67	
37040	2/13	City of Glendale	Monthly billing for Rockhaven well lease Aug-Oct 2017	39,837.59	
37041	2/13	City of Glendale	Monthly billing Well 16 lease and water purchase	12,833.32	
37042	2/13	City of Glendale Water & Power	Power purchased Markridge	295.38	
37043	2/13	Colonial Life & Accidents Ins.	Employee paid insurance 01/2018	183.61	
37044	2/13	Contractor Compliance & Mont Inc.	E-956 Labor compicance for 12/2017	106.25	
37045	2/13	Core & Main	3"Octave water meter	2,117.91	
37046	2/13	Crescenta Valley Weekly	Advertise for Customer Service Clerk (2nd week)	15.00	5.00
37047	2/13	Dataprose LLC	Printing - postage Controls 1-4 01/2018	1,434.57	1,434.56
37048	2/13	Do-it Center	Misc hardware 01/2018	172.41	100.30
37049	2/13	Eurofins Eaton Analytical Inc.	Water analysis	568.00	
37050	2/13	Eurofins Eaton Analytical Inc.	Water analysis	356.00	
37051	2/13	Sarah Farr	Refund Check	23.18	
37052	2/13	First Choice	Coffee service Glenwood & Office	185.51	185.49

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37053	2/13	Foothill Car Wash, Lube & Oil	Unit #43 - Oil change and rotate tires	100.53	33.50
37054	2/13	Grainger	E-977 - Resistor for Ramsdell Mixing station	82.43	
37055	2/13	Great America Leasing Corp.	Kyocera copier lease	218.46	218.45
37056	2/13	Gsolutionz Professional Services	Land line support 01/2018	317.42	105.80
37057	2/13	Mariam Harutunyan	Reimbursment over paid sewerage facilities fee		357.86
37058	2/13	Home Depot Credit Services	Misc hardware 01/2018	632.63	363.85
37059	2/13	Just Tires, Inc.	Unit #54 Mini excavator - replace tire	155.69	51.90
37060	2/13	Sunok Kim	Refund Check	50.77	
37061	2/13	Lagerlof, Senecal, Gosney & Kr	Public Water Agencies Group billing - July-Dec 2017	665.59	221.86
37062	2/13	Cory Leone	Refund Check	36.78	
37063	2/13	Mail Finance	Postage machine rental	184.96	184.95
37064	2/13	Montrose Chamber of Commerce	Memebership renewal 2018	45.00	15.00
37065	2/13	Napa Auto Parts	Folding hand truck for unit #45 & battery for 200 kw generator	283.29	11.52
37066	2/13	Office Depot - Credit Plan	Misc supplies 01/2018	249.04	249.03
37067	2/13	Christina Olmedo	Mileage reimbursement for AWWA training	38.84	12.94
37068	2/13	Orchard Supply Hardware	Misc hardware 01/2018	382.41	70.81
37069	2/13	Paper Cuts, Inc	Paper shredding 01/2018	26.88	26.87
37070	2/13	Jesse Parker	Refund Check	9.36	
37071	2/13	Ramco	Bobtail Loads 01/2018	3,375.00	
37072	2/13	Neil & Laura Rampe	Refund Check	11.29	
37073	2/13	Red Wing Shoe Store	Safety Boots Alex Sandoval	286.08	95.35
37074	2/13	SA Associates	E-956 Services Oct 1 to Dec 31, 2017	33,902.58	
37075	2/13	Daniel R. Saling ESQ.	Costs for Arbitration	2,895.72	965.24
37076	2/13	Sawyer Petroleum	422.80 gals diesel fuel	941.95	313.99
37077	2/13	Scotty's Industrial Products	Spanner wrench	19.00	19.00
37078	2/13	Sems Technologies Corp.	Software license renewal for 2018	3,221.25	1,073.75
37079	2/13	Serge's Automotive	Diagnose Unit 23A	21.47	7.15
37080	2/13	Shell	Gas purchase 01/2018	1,389.72	463.24
37081	2/13	Simpler Systems	Monthly maintenance 02/2018	375.00	125.00
37082	2/13	Specialized Business Systems, Inc	Office supplies	351.14	351.14
37083	2/13	Spectrum Business	Data communications 02/2018 Mills plant	138.72	46.24
37084	2/13	Sully-Miller Contracting Co.	Cold patch materials	832.12	
37085	2/13	Sunbelt Rentals, Inc.	Emergency generator at main office rental	807.99	
37086	2/13	T.T. Technologies, Inc	Grundo oil for boring tools	51.28	51.28

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37087	2/13	Traffic Management, Inc.	Road signs and traffic cones	711.28	236.99
37088	2/13	Underground Service Alert/SC	Underground notifications 01/2018	276.04	92.01
37089	2/13	UPS	Shipping charges	11.60	11.60
37090	2/13	Water Wise Consulting, Inc	Water audit for 3420 El Caminito & 5109 Circle Vista	350.00	
37091	2/13	Vera Weltmer	Refund Check	58.27	
37092	2/13	Paul White	Refund Check	41.93	
37093	2/13	Wil-Power Battery &DC Special	Replacement batteries for Verdugo Wash Monitoring Station M-903A	1,003.90	
37094	2/15	Association of CA Water Agenci	Advertisement for General Manager	881.25	293.75
37095	2/15	David Gould	Health Reimbursement INS-125DG	204.97	136.65
37096	2/22	Acme Wiping Materials	4 boxes of shop rags	185.50	185.50
37097	2/22	ACV Systems, LLC	Repair valves at Well 16 and the pressure reducing station	2,051.07	
37098	2/22	Aflac	Employee paid insurance 02/2018	1,406.69	
37099	2/22	All American Landscape Co.	Winter pruning, new plants and shredded mulch at main office	4,372.50	1,457.50
37100	2/22	Associated Soils Engineering	E-982 services rendered lab, coarse aggregate, field tech	1,215.00	
37101	2/22	AT&T Mobility	Cell service 01/08/18 to 02/07/18	1,866.02	622.00
37102	2/22	AVAYA Financial Services	Land line lease 02/2018	380.72	126.90
37103	2/22	Campbell's Automotive Service	Unit #36 - Replace high pressure fuel pump	1,492.46	497.49
37104	2/22	Campbell's Automotive Service	Unit #27 - Repair fan clutch, brakes, shocks	2,301.58	767.20
37105	2/22	Choice Pest Control	Monthly service 02/2018 Well 9 & Mills	90.50	12.50
37106	2/22	Citibank	Miscellaneous office supplies	446.90	446.88
37107	2/22	City of Glendale	Utility tax charges for 01/2018	4,031.49	
37108	2/22	City of Glendale Police Dept	False alarm 01/28/2018	86.25	28.75
37109	2/22	City of Glendale Water & Power	Power purchased 02/2018	35,482.48	27.16
37110	2/22	Amber Emerson	Refund Check	4.79	
37111	2/22	Fleet Crew Emissions Service	Repairs to unit #25	430.50	143.50
37112	2/22	Foothill Municipal Water	Purchased water - 12/2017	229,274.30	
37113	2/22	Harper & Associates Eng, Inc	E-970 - Construction management services through 12/2017	1,840.00	
37114	2/22	J&R Concrete Products, Inc	Polymer reading lids, lid covers, and meter boxes for D-job	21,229.31	
37115	2/22	LA Dept Water and Power	Power purchased 02/2018	45.96	
37116	2/22	Lagerlof, Senecal, Gosney & Kr	Legal services 01/2018	7,818.75	1,250.00
37117	2/22	Lightning Oil Co. & Vacuum Svc	Disposal of waste oil	93.75	31.25
37118	2/22	Logan Supply Co. Inc	Slick tite compound for pipe fittings	193.15	
37119	2/22	Dennis A. Maxwell, Jr	Reimbursement for Grade T2 renewal	60.00	
37120	2/22	McCall's Meter Sales & Service	Repair 14" electronic meter head assembly	1,265.13	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
37121	2/22	Mimecast North America, Inc.	E-mail security 02/2018	262.50	87.50
37122	2/22	Newegg, Inc.	Color scanner, fire walls, and monitors	2,430.62	1,541.76
37123	2/22	Red Wing Shoe Store	Safety boots Wayne Boyce	136.11	45.37
37124	2/22	Reliable Road Service, Inc.	Unit # 25 Remove and replace air govenor	219.67	73.22
37125	2/22	Spectrum Business	Data comminications Glenwood	74.98	25.00
37126	2/22	Systemated Business Products	Door hangers for office	508.47	508.46
37127	2/22	Talley Inc.	Modems and cables for lift station		200.23
37128	2/22	Univar USA Inc	1,649 gallons of liquid bleach for Glenwood and Mills Plant	2,931.67	
37129	2/22	Wells Fargo Card Services	Gould: AWWA training class (Yared, Olmedo); SCWUA lunch meeting; board meeting dinner; book	361.75	120.58
37130	2/22	Wells Fargo Card Services	Hass: Monthly recurring charges; tools; cellphones & supplies; computer hardware & software; SCADA hardware	2,728.72	1,645.51
37131	2/22	Wells Fargo Card Services	Love: Board meeting dinner; renewal of profession engineer license	188.74	24.25
37132	2/22	Wells Fargo Card Services	Maxwell: Quarterly safety lunch; work boots; postage; replace ac unit at rental house; mirror for work truck	1,019.23	154.02
37133	2/22	Wells Fargo Card Services	Mitchell: Notary Public filing fees; ad for Customer Service Clerk; ad in reverse directory; quarterly safety lunch	478.89	159.63
37134	2/22	Wells Fargo Card Services	Scott: Flags for conservation status	73.90	
37135	2/22	Western States Surveying, Inc	E-982 Prep for water line easement	760.00	
37136	2/22	Western Water Works	Arorcast heavy load meter boxes & covers, angle stops, and poly pipe	10,286.70	
37137	2/22	Brook Yared	Mileage reimbursement	16.77	14.30
37138	2/27	Airgas USA, LLC	Misc tools	113.24	113.24
Total Disbursements for February 2018				\$ 701,343.70	\$ 63,535.55
					\$ 764,879.25

Payroll Report for February 2018

Directors	\$ 1,440.00
Office Regular Payroll	\$ 114,491.00
Office OT	\$ 553.00
Plant Regular Payroll	\$ 103,654.00
Plant OT & Standby	\$ 5,801.00
Employer Payroll Taxes	\$ 18,709.00
Payroll Service Charges	\$ 385.00
Total Payroll	\$ 245,033.00

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Agenda Item No.1
March 27, 2018

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: Professional Service Agreement for ULARA Legal Services

ACTION ITEM:

1. **Professional Service Agreement for ULARA Legal Services** - Consideration and motion to authorize the General Manager to enter into a professional services agreement with Best, Best & Krieger, LLP and the ULARA Watermaster for administration of ULARA Legal Services.

BACKGROUND:

In 2011, the Watermaster requested that the ULARA Administration Committee (AC) retain Special Legal Counsel for the Watermaster pertaining to legal matters relative to the *City of Los Angeles v. City of San Fernando, et al.*, Case No. C650079 ("San Fernando Judgment"). The firm of Downey Brand Attorneys, LLC had been providing legal services since 2011, however, declined to continue providing services after December 31, 2017. CVWD has been the administrator of the professional services agreement for the Special Counsel for the Watermaster since 2011.

DISCUSSION:

The AC sent out a Request for Proposal (RFP) to prospective firms to provide legal services for the period from January 1, 2018 to December 31, 2020. The AC also requested that CVWD continue to administer the professional services agreement for the Watermaster's Special Counsel.

The RFP was sent to seventeen (17) firms and eight (8) proposals were received by CVWD. The Watermaster and the AC's legal counsels met to discuss the proposals and agreed to formal interviews with three firms.

The three firms were interviewed in March 2018 and the ULARA Watermaster selected the firm of Best, Best & Krieger LLP, with the concurrence of the AC's legal counsels.

The budget approved by the AC for the legal services was not-to-exceed seventy-five thousand dollars (\$75,000) per year. All work will be performed on an as-needed basis at the specific request of the Watermaster. If at any time it becomes apparent that the budget may be exceeded, Special Counsel will promptly notify the ULARA Watermaster before the existing annual budget is exceeded.

CVWD will continue administering the contract and the Special Counsel will invoice the District on a monthly basis. A separate account will be set up at the District and monies will be used to pay the Special Counsel from this account. The District will then invoice each of the parties for their share in accordance with the cost-sharing agreement and replenish that account.

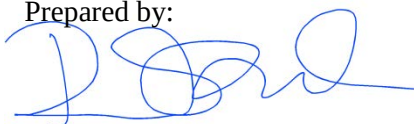
RECOMMENDATIONS:

It is staff's recommendation to approve the attached professional service agreement between the Watermaster, Best, Best & Krieger, LLP, and CVWD.

FUNDING AVAILABILITY:

There will be no cost to the District for administering the fund.

Prepared by:



David S. Gould, P.E.
District Engineer

Review by:

Ron L. Mitchell
Secretary-Treasurer

Attachment: Professional Service Agreement

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PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT ("Agreement") is made and effective March 1, 2018, between Richard C. Slade, Upper Los Angeles River Area Watermaster ("ULARA Watermaster"), Best Best & Krieger LLP ("Attorneys"), and Crescenta Valley Water District ("CVWD").

RECITALS

ULARA Watermaster is a court-appointed Watermaster, designated by the Superior Court of Los Angeles in the matter of *City of Los Angeles v. City of San Fernando, et al.*, Case No. C650079 ("San Fernando Judgment"). ULARA Watermaster assists the Court in its administration and enforcement of the provisions of the San Fernando Judgment and any subsequent orders of the Court entered pursuant to the court's continuing jurisdiction. ULARA Watermaster serves the Court and the Administrative Committee.

CVWD, along with the cities of Burbank, Glendale, Los Angeles and San Fernando (collectively, the Administrative Committee Members) are parties to the San Fernando Judgment and are the members of the Administrative Committee.

ULARA Watermaster desires to engage the services of Attorneys for representation of the ULARA Watermaster, on an as needed basis, in connection with the San Fernando Judgment. Attorneys' services are desired to: assist the ULARA Watermaster, as needed by the ULARA Watermaster, in consultation on matters of concern regarding the enforcement of the San Fernando Judgment; prepare opinions on conjunctive use and storage rights; assist in the preparation of amendments to the Policies and Procedures to the Judgment; and provide representation for the ULARA Watermaster in proceedings related to the enforcement of the San Fernando Judgment.

Attorneys will be paid by Crescenta Valley Water District, which will be reimbursed by the other public agency parties pursuant to a separate agreement.

Attorneys represent that they are duly licensed in the State of California, and admitted to practice before the courts of the State of California and render services as provided herein.

Attorneys further warrant that Stefanie Morris and Joseph Byrne of the Attorneys' firm shall serve as special counsel to the ULARA Watermaster and that Stefanie Morris and Joseph Byrne are experienced and capable of performing the types of tasks hereunder in a professional and competent manner.

NOW, THEREFORE, in consideration of the terms and conditions herein contained, it is mutually agreed as follows:

I. TERM

The term of this Agreement shall commence on March 1, 2018, and unless sooner terminated pursuant to the provisions hereof, shall continue until February 28, 2021, subject to renewal for a three-year period thereafter by consent of all parties.

II. SERVICES

Representation by Attorneys shall include, but not be limited to: assist the ULARA Watermaster, as needed by the ULARA Watermaster, in consultation on matters of concern regarding the enforcement of the San Fernando Judgment; conjunctive use and storage rights; assisting in the preparation of amendments to the Policies and Procedures to the Judgment; and providing representation for the ULARA Watermaster in proceedings related to the enforcement of the San Fernando Judgment. During the term of this agreement, Attorneys shall perform the duties,

responsibilities and tasks under this agreement as assigned by the ULARA Watermaster in a competent, professional and prompt manner.

In order to enable Attorneys to render these services effectively, ULARA Watermaster shall be truthful with Attorneys and shall be reasonably available to attend meetings and participate in conference calls.

III. GENERAL PROVISIONS

A. Account Responsibility—Attorneys

Attorneys shall designate a Relationship Partner, to exercise oversight responsibility for adherence to this Agreement. The Relationship Partner is Stefanie Morris.

Account Responsibility—ULARA Watermaster

ULARA Watermaster shall exercise oversight responsibility for adherence to this Agreement.

B. Conflicts of Interest

Attorneys shall not undertake or continue any representation of the ULARA Watermaster until any potential conflict of interest has been identified and resolved or waived in writing by the ULARA Watermaster, as well as any and all counsel for the five public agency parties to the Judgment.

C. Coordination Between Attorneys and ULARA Watermaster

It is the objective of the ULARA Watermaster to channel all communications with Attorneys through Stefanie Morris in order to consolidate direction of strategies and reduce expenses by eliminating redundant communications. Meaningful and timely communications are critical.

ULARA Watermaster does not require routine status reports on any arbitrary basis (for example, quarterly status reports to the Court). Instead, ULARA Watermaster expects Attorneys to communicate with ULARA Watermaster as soon as any developments occur and prior to undertaking any substantial legal work such as research or motion practice. Telephone and e-mail provide the most effective means of timely communication.

All correspondence and other documents must be sent to the ULARA Watermaster immediately upon receipt or preparation. Any documents prepared by Attorneys on behalf of the ULARA Watermaster must, whenever possible, be forwarded to the ULARA Watermaster in draft form for review prior to sending or filing. ULARA Watermaster requires complete copies of all final pleadings and all documents for its files, including internal correspondence.

D. Confidentiality and Media Contact

In no case should Attorneys speak with members of the media, local or national, concerning the San Fernando Judgment and any and all matters relating to any work tasks requested by the ULARA Watermaster, unless expressly permitted by the ULARA Watermaster.

IV. STAFFING

A. Assignments of Personnel

Each lawyer or legal assistant assigned to perform legal services for the ULARA Watermaster pursuant to this Agreement, should have a reason for being involved, such as the required expertise in a specific area of the law, and make a clear contribution. ULARA Watermaster supports the use of associates and paralegals; however, the use of associates and legal assistants should replace partners' time and reduce total billing, not increase total billings. ULARA

Watermaster will not pay for non-attorney's time, such as a law clerk, to perform legal services, without prior approval. On the other hand, it may be more economical at times to use an experienced attorney who can dispose of a matter without the detailed research required by a less experienced attorney. Once representation has begun, the lead attorney should consult with the ULARA Watermaster before adding staff to handle an increasing workload except it is agreed that Joseph Byrne is also authorized to conduct work for ULARA Watermaster. If it becomes necessary to add additional attorneys or substitute an attorney, Attorneys should consult with the ULARA Watermaster before doing so.

B. Training

This Agreement will not authorize pay for the "downtime" or "learning" time that may result from any staffing change by Attorneys. In addition, this Agreement shall not authorize and not pay for the training of Attorneys' personnel.

C. Duplication of Effort

Billing for "conference" or "instruction" time with other attorneys in Attorneys' firm, or for preparation and review of internal memoranda will not be paid except in extraordinary situations approved in advance. Often, the savings envisioned by the use of an associate are lost if conference time is required for instruction. ULARA Watermaster realizes that duplication of tasks and resulting inefficiencies can often be avoided by a few hours of Attorneys' direct effort. Unless otherwise approved in advance, only one attorney is authorized to attend depositions, court appearances, meetings, conferences and the like on the ULARA Watermaster's behalf. During critical adversary states of litigation, should they occur, a partner or experienced associate from Attorneys' firm should attend.

D. Outside Services

Expert witnesses, consultants and investigators should not be engaged without ULARA Watermaster's prior approval. Use and selection of outside professional services must be approved in advance by the ULARA Watermaster. Support services within the ULARA Watermaster's organization or means should be used when it is reasonable and cost-effective to do so.

V. BUDGETS

The budget approved and allocated for Attorneys' services shall be in the not-to-exceed amount of seventy five thousand dollars (\$75,000) per year. All work shall be performed on an as-needed basis at the specific request of the ULARA Watermaster. If at any time after submission of the budget it becomes apparent that the budget is or may be exceeded, Attorneys shall promptly notify the ULARA Watermaster, before the existing annual budget is exceeded.

VI. BILLING AND FEES

A. Fees

Attorneys agree that they will bill for services provided to the ULARA Watermaster pursuant to this Agreement at the hourly rate of \$350 for Stefanie Morris, \$350 for Joseph Byrne, \$265 for associates, and \$170 for paralegals and law clerks. Beginning after two years, and annually thereafter, these rates will be adjusted by the cost of living, as shown by the U.S. Department of Labor in its "All Urban Consumers Index" set forth for the Los-Angeles-Riverside-Orange Counties area.

Unless otherwise agreed by ULARA Watermaster, fees and expenses to be paid to Attorneys shall not exceed \$75,000 per year in the aggregate. When 85% of the maximum amount has been billed, Attorneys shall provide written notice to the ULARA Watermaster that they have expended 85% of the maximum limit. In no event shall the maximum limit be expended without prior authorization of the ULARA Watermaster.

B. Billing

Bills should reflect actual time expended in units of not more than one-tenth of an hour.

Billing rates shall not be adjusted more frequently than on an annual basis. No adjustment to a billing rate may be made without prior approval of the ULARA Watermaster.

Invoices shall be sent on a monthly basis to the ULARA Watermaster for approval. Once approved, the ULARA Watermaster shall forward said invoices to Crescenta Valley Water District for processing and payment.

C. Billing Requirements

1. Separate Invoicing for Each Matter

Unless ULARA Watermaster has made other arrangements, separate invoices should be presented monthly for each matter within 30 days after the end of the month.

Each invoice shall show the amount of services rendered during the billing period, the fee for such services, and the amount of reimbursable expenses. The invoice shall be accompanied by a separate invoice support statement that briefly describes the name of the attorney who did the work, the date the work was done, the time expended, a description of the services performed and the amount charged per hour, along with any itemized reimbursable expenses. The invoice support statement shall be marked "Confidential—Attorney-Client Privilege." The invoice may be subject to disclosure pursuant to the California Public Records Act.

Each line entry on the invoice shall reflect a single activity. Line entries that include more than one activity and a total time for those activities will experience payment delays while the individual activities are analyzed to determine reasonableness. Time spent on preparation of the billing statements should be considered part of overhead and not be billed to the ULARA Watermaster. Copies of all internal memoranda of fact or law, correspondence, and pleadings filed with the court must be sent to ULARA Watermaster for the period covered by the invoice.

2. Non-Billable Items

Attorneys shall not be paid for:

- (a) Meetings or conversations involving Attorneys, legal assistants and other personnel from the same firm, unless such meetings or conversations are an essential part of an activity directly related to the legal engagement.
- (b) Legal research that has not been specifically requested or authorized in advance by the ULARA Watermaster.
- (c) Word processing, overtime charges, secretarial/clerical charges, normal photocopying, fax communications, local transportation, telephone charges, postage charges, books and subscriptions, computer research costs (i.e., Westlaw and Lexis), messenger charges, storage charges, file

retrieval charges, computer labels, document binding and duplicating services at more than \$.10 per page, charges for office utilities, in-house conference rooms, use of library facilities and local meals not associated with necessary business meetings, charges for services such as catering, staffing, office planning and coordination or charges for background research and general education.

D. Auditing of Invoices

ULARA Watermaster, Crescenta Valley Water District, the Cities of Burbank, Glendale, San Fernando and Los Angeles reserve the right to audit Attorneys' invoices to ensure compliance with this Agreement. ULARA Watermaster may require Attorneys to furnish to the ULARA Watermaster all underlying billing documentation, including original receipts and time records, within ten days of written demand. In addition, Attorneys should maintain all billing documentation, including original records and draft bills, for one year after the matter concludes.

VII. TRAVEL

A. Travel

Attorneys will be reimbursed only for actual, necessary and reasonable travel expenses that have been incurred with ULARA Watermaster's prior permission. Air travel shall be at coach rates. Only coach class airfare, reasonable taxi charges and other ground transportation expenses, moderately-priced hotel accommodations and meals associated with out-of-town travel will be reimbursed. No personal incidental charges such as personal telephone or valet service will be reimbursed. Attorneys will not be reimbursed for entertainment. Travel costs should be listed separately on invoices, broken down by category, and copies of receipts associated with travel must be provided. Attorneys' office for purposes of travel expenses shall be in Los Angeles.

B. Travel Time and Work in Transit

Attorneys will not be paid for time spent in transit and/or travel time.

If work is performed for the ULARA Watermaster while traveling for the ULARA Watermaster, Attorneys shall bill for the actual time spent doing the work.

VIII. INSURANCE

A. When Attorneys sign and deliver this Agreement, and during this Agreement's Term, Attorneys shall furnish CVWD with insurance forms that fully meet the requirements of and contain provisions entirely consistent with—this Article.

B. Commercial General Liability Insurance

Attorneys shall carry Commercial General Liability Insurance in a minimum amount of \$1,000,000, combined single limit.

C. Workers Compensation Insurance

Attorneys shall carry Workers Compensation Insurance as required by law.

D. Professional Liability Insurance

1. Without limiting Attorneys' liability and at its sole expense, Attorneys shall obtain, pay for, and maintain a Professional Liability insurance policy.

2. The Professional Liability policy must:
 - (a) Include "errors and omissions" coverage or "malpractice" coverage;
 - (b) Afford "practice specific" coverage;
 - (c) Provide limits of liability in an amount not less than:
 - (1) One Million Dollars (\$1,000,000) per claim; and
 - (2) One Million Dollars (\$ 1,000,000) in the aggregate;
 - (d) Cover a claim or claims arising out of the negligent performance of professional services by:
 - (1) Attorneys;
 - (2) Attorneys' Subconsultant(s);
 - (3) Anyone for whose acts Attorneys or their Subconsultant(s) may be liable; and
 - (e) Provide coverage for the duration of this Agreement. Attorneys shall obtain, pay for, and maintain successive renewal or replacement policies (with "prior acts" coverage), for a minimum period of three years, with a "retroactive date" that coincides with, or is earlier than, this Agreement's Effective Date.
3. Attorneys shall pay the full amount of all deductibles and any self-insured retention per claim for coverage under the Professional Liability insurance policy.

E. General Requirements

1. Unless otherwise approved by CVWD, at all times, the insurance company issuing the policy must meet both of these requirements:
 - (a) It must be an "admitted" insurer by the State of California Department of Insurance or must be listed on the California Department of Insurance's "List of Surplus Line Insurers" ("LESLI");
 - (b) It must carry an A.M. Best & Company minimum rating of "A-".
2. If the Agreement requires any of the foregoing insurance coverages to remain in force after the Final Payment, and if they are reasonably available, Attorneys shall submit to CVWD—with the final Application for Payment—all certificates and additional insured endorsements evidencing the coverages' continuation.
3. A deductible or self-insured retention is subject to CVWD's review and approval. The insurance company or its authorized representative must state either on the insurance certificate or in a separate correspondence:
 - (a) The amount of the deductible, or self-insured retention, or both;
 - (b) Whether a limit of insurance has been lowered by any pending or paid claim; and
4. The Commercial General Liability policy shall afford coverage for Contractual Liability, and:
 - (a) If Attorneys' insurance company adds the ULARA Watermaster and the Administrative Committee Members, and their respective officers, agents, employees, and representatives (collectively, "their

representatives") as additional insureds, then for all acts, errors, or omissions of the ULARA Watermaster or any Administrative Committee Members, or their representatives, or both, that insurer shall:

- (1) Pay those sums that ULARA Watermaster or Administrative Committee Members, their representatives, or both, become legally obligated to pay as damages; and
 - (2) Defend—and pay the costs of defending—the ULARA Watermaster and Administrative Committee Members, their representatives, or both;
 - (b) ULARA Watermaster or Administrative Committee Members are not liable for a premium payment or another expense under Attorneys' policy.
5. At any time during the duration of this Agreement, CVWD may review this Agreement's insurance coverage requirements.
 6. Attorneys shall maintain the insurance policy without interruption, from the Project's commencement date to the Final Payment date, or until a date that CVWD specifies for any coverage that Attorneys must maintain after the Final Payment.
 7. Attorneys shall not allow any insurance to expire, cancel, terminate, lapse, or non-renew without arranging for comparable insurance coverage without lapse. Within ten (10) days after the renewal date, Attorneys shall deliver to CVWD evidence of the required coverage as proof that Attorneys' insurance policy has been renewed or replaced with another insurance policy which, during the duration of this Agreement, meets all of this Agreement's insurance requirements.
 8. At any time, upon CVWD's request, Attorneys shall furnish satisfactory proof of each type of insurance coverage required—including a certified copy of the insurance policy or policies; certificates, endorsements, renewals, or replacements; and documents comprising Attorneys' self-insurance program all in a form and content acceptable to CVWD.
 9. If Attorneys hire, employ, or use a subconsultant to perform work, services, operations, or activities on Attorneys' behalf, Attorneys shall ensure that the subconsultant:
 - (a) Meets, and fully complies with, this Agreement's insurance requirements;
 - (b) Delivers to CVWD—for its review, or approval, or both—all insurance policies, certificates, and endorsements that this Agreement requires; and
 - (c) Furnishes CVWD, at any time upon its request, with a complete copy of the subconsultant's insurance policy or policies for CVWD's review, or approval, or both.
 10. Attorneys' failure to comply with an insurance provision in this Agreement constitutes a breach upon which ULARA Watermaster or CVWD may immediately terminate or suspend Attorneys' performance of this Agreement, or invoke another remedy that this Agreement or the law allows.

F. Attorneys' Submittal of Certificates and Endorsements

1. Attorneys shall have its insurance carrier(s) or self-insurance administrator(s) complete and execute the following insurance documents, unless an exception below applies. When Attorneys signs and delivers the Agreement to CVWD, Attorneys also shall deliver:
 - (a) A "certificate of insurance" for each required liability insurance coverage;
 - (b) A complete copy of Attorneys' Professional Liability insurance policy, including all forms and endorsements attached to it.
2. CVWD will neither sign this Agreement nor issue a "Notice to Proceed" until CVWD has reviewed and approved the insurance documents. CVWD's decision as to the acceptability of all insurance documents is final. Unless Attorneys obtain CVWD's written approval, CVWD will not permit or allow a substitution of an insurance policy, or a change in a certificate's or an endorsement's form and content, or both.

IX. TERMINATION OF SERVICES

ULARA Watermaster shall have the right to terminate Attorneys' services at any time upon written notice to Attorneys, and Attorneys shall immediately, after receiving such notice, cease to render additional services. At such time, Attorneys would be compensated only for that work which has been satisfactorily completed to the date of termination. No compensation shall be paid for disengagement, wind-down time or other costs incurred due to termination of this Agreement.

Notice given pursuant to the provisions hereof may be given by depositing the same in the United States mail, duly addressed and postage prepaid, and shall be deemed to have been given on the date of the mailing thereof.

Any such notice may be addressed to Attorneys at:

BEST BEST & KRIEGER LLP

Attn: Stefanie Morris

500 Capitol Mall, Suite 1700

Sacramento, CA 95814

And to ULARA Watermaster at:

Richard C. Slade, Watermaster

c/o Richard C. Slade and Associates LLC

14051 Burbank Bl Suite 300

Sherman Oaks, CA 91401

And to Crescenta Valley Water District at:

Crescenta Valley Water District

Attn: General Manager

2700 Foothill Blvd.

La Crescenta, CA 91214

X. VOLUNTARY ARBITRATION

The parties shall arbitrate any fee dispute under this Agreement. Such arbitration shall be held before the Los Angeles County Bar Association pursuant to California Business and Professions Code §6200. Subject to applicable bar rules, the prevailing party in any such arbitration shall be awarded its reasonable costs and attorneys' fees incurred in connection with the dispute.

**ATTORNEYS:
BEST BEST & KRIEGER LLP**

By: _____
Stefanie Morris, Attorney at Law

**ULARA WATERMASTER
RICHARD C. SLADE AND ASSOCIATES, LLC**

By: _____
Richard C. Slade, ULARA Watermaster

CRESCENTA VALLEY WATER DISTRICT

By: _____
David S. Gould, District Engineer

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2

March 27, 2018

To: Honorable President and Members of the Board of Directors

From: David S. Gould, P.E. – District Engineer

Subject: **Amendment to Contract for Quality Control Inspection Services for Well 2 and Related Facilities, Project E-956**

ACTION ITEM:

CVWD's Well 2 and Related Facilities, Project E-956 – Consideration and motion to authorize the General Manager to amend the agreement with Cannon Corporation for quality control inspection services related to the construction of Well 2 and related facilities at a cost of \$82,000.

DISCUSSION:

California Building Evaluation & Construction, Inc. (CBEC) is approximately 70% complete with the construction of Well 2 and related facilities (Project). The construction completion date of May 9, 2018 has been extended until June 1, 2018 due to change orders and weather delays.

Cannon Corporation (Cannon) has been providing quality control inspection services (QCI services) for the project since November 2017. The original QCI services and request for proposal (RFP) that was sent in June 2017 had estimated a completion date in April 2018 and project close out in May 2018. The estimated construction schedule in the RFP was the basis for Cannon's proposal to the District, which was approved in August 2017.

During the course of construction, there has been additional time spent by Cannon on processing over 18 change orders, responding to over 50 request for information (RFI) and weekly construction meetings. Cannon and staff have been closely following the costs for QCI services to make sure we stay within the limits of the contract.

With the extended construction schedule and additional services, staff has determined that additional funding is needed for Cannon to complete the QCI services and requested a proposal from Cannon.

Cannon provided an original proposal for additional quality control inspection services of \$113,570. Staff reviewed the proposal, with Cannon and it was negotiated to \$82,000 for full-time quality control inspection and contract administrative work through the end of the project. The total amount for the QCL service contract is shown below:

Cannon – QCI Services	
Original Proposal	\$128,614.00
10% Contingency	\$12,861.40
Amendment No. 1 - Additional Services	\$82,000.00
Revised Contract Amount	\$223,475.40

The following people from Cannon will continue working on the project: Gary Roepke as the project manager, Patrick Riddell as the construction manager, and Ron Tegland as the on-site inspector.

Cost/Benefit Analysis:

The cost-benefit analysis prepared by staff with respect to annual savings for purchasing less imported water showed a payback period of 10.8 years for CVWD's capital investment in September 2017. Staff adjusted the cost-benefit analysis with the revised total budget (as shown below) and it shows a payback period of 10.9 years.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to enter into an amendment to the agreement with Cannon for quality control inspection services at an additional cost of \$82,000 to complete the project. This item was reviewed at the Engineering Committee and the Committee concurred with staff's recommendation.

ENVIRONMENTAL REVIEW:

A California Environmental Quality Act Negative Declaration was approved on October 6, 2015.

FUNDING AVAILABILITY:

There are sufficient funds available in the following account for the project:

Account Description	Grant Cost Breakdown
Greater Los Angeles County IRWM 2015 Solicitation Implementation Grant	\$1,825,000
<i>Amount reimbursed from Grant (39%)</i>	<i>\$705,775</i>
<i>CVWD Costs (61%)</i>	<i>\$1,119,225</i>
Breakdown of Project Costs	
Approved Contract – Engineering Services - SA Associates	(\$197,000)
Approved Contract – APTwater for ARoNite Nitrate Treatment System	(\$625,000)
Approved Contract – Royal Wholesale Electric for MCC & Switch Board	(\$98,547)
Approved Contract - Construction - CBEC	(\$1,245,501)
Approved Contract - Construction - 10% Contingency	(\$124,550)
Approved Contract - Quality Control Inspection Services - Cannon	(\$141,475)
Quality Control Inspection Services (Additional Services)	(\$82,000)
Approved Contract - SCADA system upgrades - Tesco Controls	(\$32,920)
Miscellaneous costs	(\$10,007)
Total Estimated Cost for Design & Construction	(\$2,557,000)
Amount Remaining for Well 2 Project	(\$732,000)
Transfer of funds from Pipeline Replacement Projects to FY 18/19	\$235,000
Transfer of Funds from CVWD's MTBE Reserves	\$500,000
Remaining Funds	\$3,000

Prepared by:



David S. Gould, P.E.
District Engineer

Review by:

Ron L. Mitchell
Secretary-Treasurer

Attachments: - Cannon Proposal dated 3/21/18

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March 21, 2018

David S. Gould, PE
District Engineer
Crescenta Valley Water District
2700 Foothill Boulevard
La Crescenta, CA 91214

Subject: ADDITIONAL PROFESSIONAL ENGINEERING SERVICES FOR QUALITY CONTROL INSPECTION SERVICES FOR CVWD'S WELL NO. 2 AND RELATED FACILITIES, PROJECT E-956, AMENDED SERVICE AGREEMENT (ASA) 1 ADDITIONAL CM SERVICES

Dear Mr. Gould:

This letter is a request for an Additional Service Agreement (ASA) No. 1 is for the extension of our services for the completion of the Construction Management (CM) and Public Works Observation for Well 2. The original completion date for the construction was scheduled for May 2018. Based on the contractor's actual scheduling of the project, it is anticipated the project will not be completed until June 2018.

Cannon's original estimated costs through the end of February 2018 were:

CM/Admin	\$17,992.00
Public Works Observation/Inspection	<u>\$69,760.00</u>
Total	\$87,752.00

Cannon's actual costs through the end of February are:

CM/Admin	\$68,102.09
Public Works Observation/Inspection	<u>\$68,780.25</u>
Total	\$136,882.34

The cost to administer the Construction Management tasks of this project has exceeded our original fee estimate by \$50,110.09. The reasons for the extra hours and cost have been the additional Change Orders (18 to date), Request for information's (56 to date), plus the weekly progress meetings. The review and negotiations of the Change Orders has been a major contributor to the time and cost associated with this change.

As of the end of February, the onsite observation and inspection has amounted to 548 hour out of an estimated 640 hour estimated. We are estimating another 352 hours if the construction is completed in June. The hours for the additional CM and PW Observation is based on the history of this project to date.

11900 Olympic Blvd., Suite 530
Los Angeles, CA 90064
T 310.664.1166
F 310.664.8877

CannonCorp.us



*Proposal: Additional CM/PW Observation Services for
CVWD's Well No. 2 and Related Facilities, Project
E-956, Amended Service Agreement (ASA) 1*

ASA No. 1 Cost Summary for additional CM and PW Observation of the project as follows:

CM	\$27,700.00
PW Observation	\$67,144.00
Total ASA 1	\$94,844.00

If this ASA meets with your approval, please contact me. The fees quoted in this proposal are valid from 60 days from this date and are based upon current California Prevailing Wages.

Sincerely,


Gary Roepke, PE No. 48693
Senior Principal Engineer

10%
\$12,861 - Contingency
\$82,000 - CO#1

\$94,861 TOTAL



INFORMATION
ITEM

Click [here](#) to view it in your browser.

ACWA ADVISORY

LEGISLATION | SAFE DRINKING WATER

March 16, 2018

ACWA Advocates for Balanced Alternative to Drinking Water Tax During Emotional Budget Subcommittee Hearings at the Capitol

This week during budget subcommittee hearings in the Assembly and Senate, ACWA and several member agencies testified in opposition to the drinking water tax proposed in the Brown Administration's budget trailer bill related to safe drinking water, and instead strongly advocated for ACWA's alternative funding proposal which would meet the goal of the proposed legislation without a tax on drinking water.

Wednesday's budget hearing included lengthy and emotional public testimony in support of the tax by dozens of men, women and children from disadvantaged communities that lack safe drinking water. ACWA's testimony at both hearings emphasized the water community's dedication to advancing solutions to this real and serious problem, while standing firmly in opposition to an impractical and unnecessary tax on drinking water.

Assembly Hearing – Wednesday, March 14

Cautioning attendees that the day's agenda was "packed," Assembly Budget Subcommittee No. 3 on Resources and Transportation Chair Richard Bloom (D-Santa Monica) began Wednesday's hearing with an initial announcement that he would limit public testimony to name, organization and position.

After working through 11 other issues on its agenda, the budget trailer bill proposal was taken up last by the committee. ACWA Director of State Legislative Relations Wendy Ridderbusch provided the lead opposition testimony during public comment.

"We support a credible and equitable funding mix – an alternative – that includes ongoing federal safe drinking water state revolving fund dollars, reliable general obligation water bond money, focused nitrate assessments and the state's general fund to create a funding source, for instance a protected and secured endowment fund, to pay for operation and maintenance costs," said Ridderbusch. "We feel that we need this balanced funding portfolio package to ensure that there is safe and affordable drinking water in the communities that don't have access to it."

"Why can't we work together? Why can't we try something different?" she added.

Representatives from ACWA member agencies and associates also testified in opposition to a drinking water tax and in support of ACWA's alternative funding proposal during public comment. Those agencies included: California Municipal Utilities Association, Irvine Ranch Water District, South Tahoe Public Utility District, Carmichael Water District, Hidden Valley Lake Community Services District, City of Santa Rosa, City of Burbank, Camrosa Water District, Yuba County Water Agency, East Valley Water District, Metropolitan Water District of Southern California, City of Fresno, United Conservation Water District, Zone 7 Water, Westlands Water District, Mojave Water District, Western Municipal Water District, Alameda County Water District, Eastern Municipal Water District, Mesa Water District, Santa Margarita Water District, Helix Water District, San Diego County Water Authority, Regional Water Authority, Elsinore Valley Municipal Water District, Las Virgenes Municipal Water District, Municipal Water District of Orange County, Monterey Peninsula Water Management District, City of Watsonville, and Otay Water District.

Opposition to the drinking water tax was also expressed by the League of California Cities, California Special Districts Association, and Howard Jarvis Taxpayers Association, among several others.

Those testifying in support of the proposed tax on drinking water included: Community Water Center, Western Growers, Environmental Defense Fund, Water Foundation and approximately 50 residents from disadvantaged communities that lack safe drinking water.

"Support this bill, or drink our water," they implored the subcommittee.

After hearing all testimony, the subcommittee opted to hold the item open to allow further consideration of the issues involved before making a decision. Additionally, to inform the subcommittee's deliberations, Bloom asked State Water Resources Control Board Chair Felicia Marcus to respond to opposition concerns that were raised during the hearing in a letter addressed to the subcommittee.

Senate Hearing – Thursday, March 15

Just as it had been the day before in the Assembly, the budget trailer bill was the last item on the agenda for the Senate Budget Subcommittee No. 2 on Resources, Environmental Protection, Energy and Transportation hearing. Interestingly, in discussing earlier agenda items, subcommittee members debated the merits of using the state's general fund versus special funds for issues of statewide importance. During that debate subcommittee Chair Bob Wieckowski (D-Fremont) appeared to be supportive of some uses of the general fund under this heading.

Ed Manning, who represents Mojave Water District, Westlands Water District, and Western Municipal Water District, kicked off public comments with a reminder to the subcommittee that the drinking water tax proposal before them has not received any review by a legislative policy committee. He also expressed his concerns with using the budget trailer bill process to vet high-priority, substantive policy issues rather than a transparent legislative policy committee process.

Ridderbusch then testified on behalf of ACWA continuing to deliver key messages regarding opposition to a drinking water tax and specifically highlighting recent ACWA-sponsored polling that shows that 74% of Californians believe the state should use existing funds for safe drinking water. Additionally, the polling shows that Californians believe it is not appropriate to tax a resource that is essential to life. She also expressed concerns over the precedent of the tax.

"It's not just going to be a dollar a month, like we've heard..." Ridderbusch said regarding the tax, noting that there are other parties vying for funds from a tax on water for many other purposes.

Following Ridderbusch's testimony many of the same ACWA member agencies and associates testified in alignment with ACWA's position. Orange County Water District, Rincon Del Diablo Municipal Water District, Olivenhain Municipal Water District, Padre Dam Municipal Water District, and Long Beach Water also weighed in to oppose a tax on drinking water.

Additionally, several other groups expressed opposition to the agricultural enforcement relief provisions included in the bill, citing inconsistency with the "polluter pays" principle, which was noted by the subcommittee.

Those testifying in support included many of the same organizations from the previous day's hearing in the Assembly but also several other organizations such as the Rural County Representatives of California, Public Health Advocates, and the American Heart Association, among others.

Throughout the discussion on the budget trailer bill, members of the subcommittee asked thought-provoking questions and voiced points consistent with ACWA's arguments.

Specifically, Wieckowski noted the problematic approach of requiring water districts to collect a tax on water with an exemption for those with income equal to or less than 200% of the federal poverty level when agencies have no mechanism to verify that information. Sen. Henry Stern (D-Canoga Park) expressed concerns regarding the nexus of the tax, asking if his constituents in Los Angeles could expect their safe drinking water needs to be addressed with the funding mechanism. At the conclusion of the hearing, Sen. Jim Nielsen (R-Gerber) reiterated earlier concerns related to using the budget trailer bill process rather than the policy committee process to vet such an important policy.

After hearing all testimony, the subcommittee opted to hold the item open to allow further consideration of the issues involved before making a decision.

Next Steps

ACWA is extremely thankful for the engagement of the many ACWA member agencies and associates that testified in opposition to a tax on drinking water during these hearings. Because the budget trailer bill was left open in both the Assembly and Senate, both budget subcommittees can choose to take up the bill at any time, without further public input. ACWA will carefully monitor the activity of these subcommittees.

Additionally, ACWA members also should be aware that while SB 623 (Monning, 2017) could be moved from the Assembly Rules Committee at any time, action on SB 623 is not expected while the budget trailer bill is pending.

ACWA will keep members informed on critical developments as the budget trailer bill process advances, and if SB 623 is moved.

ACWA continues to lead a team of advocates that is lobbying the coalition's oppose-unless-amended position at the Assembly and the Senate.

Questions

For questions regarding the budget trailer bill or ACWA's advocacy on the bill, please contact ACWA Deputy Executive Director for Government Relations [Cindy Tuck](#) or ACWA Director of State Legislative Relations [Wendy Ridderbusch](#). Both can be reached at (916) 441-4545.



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CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report

March 27, 2018

To: Honorable President and Members of the Board of Directors
From: Ron Mitchell and David Gould
Subject: **General Manager Report**

March 2018 General Managers Report Topics:

- Staffing
- GM Activities
- Investment Report

The following are some highlights in this Month's Report:

- Water Demand down by 19% from March 2017
- Rainfall to date – 6.77” for March & 10.04” for Year; 50% below average
- Booster 17 at Paschall - New pump & motor completed
- Well 10 rehabilitation completed – waiting on clearance from DDW
- FMWD shutdown
 - o Started March 18, 2018 and ending March 26, 2018
 - o Glendale connection used for only 5 days
 - o Water demands down due to cooler weather & rain
 - o FMWD made repairs to valves and completed pipeline inspection
 - o FMWD to provide summary report on condition of pipeline

Staffing:

- The 2018 fiscal year budget includes 33 full time employees, current staffing is 32 including one temporary employee.
- The District has gone 1,382 Days without a lost time accident, as of March 23rd
- Interviews for the Accounting Clerk position this week.

General Manager Activities:

Meetings:

Management staff meetings

March 19th and 26th

Operations meetings

March 6th and 13th

Engineering Committee

March 22nd

Submitted by:



Ron L. Mitchell
Secretary-Treasurer

David S. Gould, P.E.
District Engineer

**CRESCENTA VALLEY WATER DISTRICT
INVESTMENT PORTFOLIO SUMMARY
March 23, 2018**

INVESTMENT TYPE	ACCT/CUSIP I.D. NO.	PURCHASE DATE	*FACE VALUE	INVESTMENT COST	% OF TOTAL	**MARKET VALUE	MATURITY DATE	DATE CALLABLE	EARNED TO DATE	YIELD TO MATURITY
GENERAL FUNDS										
GENERAL FUND-SWEEP ACCOUNT	0631-525246		\$ 868,550	\$ 868,550	5.89%	\$ 868,550	none	n/a	\$ 391	0.09%
GREAT PACIFIC SECURITIES	GPC-804452		\$ 69,066	\$ 69,066	0.47%	\$ 69,066	none	n/a	\$ 4	0.41%
BOND DEBT SERVICE FUND	6948-331525		\$ 285,657	\$ 285,657	1.94%	\$ 285,657	none	n/a	\$ 81	0.06%
LOCAL AGENCY INVESTMENT FUND	90-19-007		\$ 1,316,263	\$ 1,316,263	8.93%	\$ 1,316,263	none	n/a	\$ 16,524	1.20%
FEDERAL FARM CREDIT (101)	31331VY26	6/14/2016	\$ 1,000,000	\$ 1,211,530	8.22%	\$ 1,096,680	8/16/2021	n/a	\$ 36,616	1.26%
FEDERAL FARM CREDIT (103)	31331VQG4	8/2/2016	\$ 1,000,000	\$ 1,287,830	8.73%	\$ 1,153,850	2/6/2026	n/a	\$ 34,619	1.88%
US TREASURY (107)	9128282W9	9/29/2017	\$ 1,000,000	\$ 995,742	6.75%	\$ 967,380	9/30/2022	n/a	\$ 7,713	1.84%
US TREASURY (108)	9128283C2	10/27/2017	\$ 500,000	\$ 500,000	3.39%	\$ 485,955	10/31/2022	n/a	\$ 3,397	2.00%
			\$ 6,039,536	\$ 6,534,638		\$ 6,243,401			\$ 99,345	
CONSTRUCTION FUNDS										
COPS RESERVE FUND	108614000		\$ -	\$ -	0.00%	\$ -	none	n/a	\$ -	0.00%
			\$ -	\$ -		\$ -			\$ -	
MTBE CONTINGENCY FUNDS										
LOCAL AGENCY INVESTMENT FUND	90-19-007		\$ -	\$ -	0.00%	\$ -	none	n/a	\$ -	1.20%
GREAT PACIFIC SECURITIES	GPC-003670		\$ 142,243	\$ 142,243	0.96%	\$ 142,243	none	n/a	\$ -	0.41%
FEDERAL FARM CREDIT (M-48)	3133ED4U3	5/11/2016	\$ 500,000	\$ 518,915	3.52%	\$ 498,900	10/11/2019	n/a	\$ 7,074	0.99%
FEDERAL FARM CREDIT (M-49)	3133EA5N4	5/11/2016	\$ 1,250,000	\$ 1,260,763	8.56%	\$ 1,229,550	10/22/2019	n/a	\$ 10,402	0.99%
US TREASURY (M-53)	912828R36	7/12/2016	\$ 1,000,000	\$ 1,013,212	6.88%	\$ 909,880	5/15/2026	n/a	\$ 10,819	1.48%
US TREASURY (M-54)	912828S76	8/5/2016	\$ 1,000,000	\$ 1,002,175	6.80%	\$ 955,000	7/31/2021	n/a	\$ 7,490	1.08%
US TREASURY (M-55)	912828R36	8/25/2016	\$ 1,000,000	\$ 1,004,930	6.81%	\$ 909,880	5/15/2026	n/a	\$ 10,819	1.57%
US TREASURY (M-56)	912828R36	10/4/2016	\$ 1,000,000	\$ 997,540	6.76%	\$ 909,880	5/15/2026	n/a	\$ 10,985	1.65%
FEDERAL FARM CREDIT (M-57)	3133EGWX9	10/5/2016	\$ 1,000,000	\$ 987,148	6.69%	\$ 914,220	4/6/2026	n/a	\$ 12,117	1.96%
FEDERAL FARM CREDIT (M-58)	31331VWN2	11/9/2016	\$ 1,000,000	\$ 1,266,700	8.59%	\$ 1,169,830	4/13/2026	n/a	\$ 35,951	2.24%
			\$ 7,892,243	\$ 8,193,626		\$ 7,639,383			\$ 105,655	
TOTAL INVESTMENTS			\$ 13,931,779	\$ 14,728,264		\$ 13,882,784			\$ 205,000	
CASH- PAYROLL ACCOUNT	0948-024724		\$ 18,730	\$ 18,730	0.13%	\$ 18,730				
TOTAL CASH AND INVESTMENTS			\$ 13,950,509	\$ 14,746,993	100%	\$ 13,901,514			\$ 205,000	1.24%
						\$ (817,117)	***Unrealized Gain/(Loss) on Investments			

Yield on investments including LAIF but not cash accounts	1.52%
Yield on investments not including LAIF or cash accounts	1.58%

I certify that this report accurately reflects all pooled investments and is in compliance with California Government Code Sections 5922 & 53601 as amended on 1/1/97; are currently in conformity with the investment policy as stated in Resolution No. 739 adopted on December 12, 2017.
As Treasurer of the Crescenta Valley Water District, I, Ron L. Mitchell hereby certify that sufficient investment liquidity and anticipated revenues are available to meet one year of estimated expenditures for the operations of Crescenta Valley Water District.

*Value at investment maturity date.

***Reported in compliance with GASB Standard No. 31, effective July 1, 1997, the "fair value" adjustment necessary between cost and market value.

	June 30, 2017	May 31, 2017	April 30, 2017
Water	\$ 9,273,362.94	\$ 9,731,338.12	\$ 10,154,604.65
Wastewater	\$ 5,350,379.04	\$ 5,110,769.58	\$ 5,269,552.99
	\$ 14,623,741.98	\$ 14,842,107.70	\$ 15,424,157.64

	March 23, 2018
Ron L. Mitchell, Secretary-Treasurer, CVWD	Date

CVWD Director Meeting Expense Report
March 2018

Name	Meeting Date	Meeting/ Event	Items Discussed	Meeting Compensation	Expense Reimbursement
Director Bodnar	03/02/18	Employee Relations Com	GM recruitment	\$ 90.00	
	03/06/18	Special Board Meeting	SB623; GM recruitment	\$ 90.00	
	03/09/18	Finance Committee	FY 2018/19 budgets & rates	\$ 90.00	
	03/13/18	Board Meeting		\$ 90.00	
	03/14/18	ACWA Legislative Symp.	Update on legislative issues in California	\$ 90.00	
	03/21/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/22/18	Special Board Meeting	GM Interviews	\$ -	
	03/27/18	Board Meeting		\$ -	
Director Claessens	03/06/18	Special Board Meeting	SB623; GM recruitment	\$ 90.00	
	03/13/18	Board Meeting		\$ 90.00	
	03/21/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/22/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/27/18	Board Meeting		\$ 90.00	
Director Erickson	03/02/18	Employee Relations Com	GM recruitment	\$ 90.00	
	03/06/18	Special Board Meeting	SB623; GM recruitment	\$ 90.00	
	03/13/18	Board Meeting		\$ 90.00	
	03/21/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/22/18	Engineering Committee	Status of wells; use of water meter manifolds; inspection services; CIP projects; temporary engineer	\$ -	
	03/22/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/27/18	Board Meeting		\$ 90.00	
Director Putnam	03/06/18	Special Board Meeting	SB623; GM recruitment	\$ 90.00	
	03/09/18	Finance Committee	FY 2018/19 budgets & rates	\$ 90.00	
	03/13/18	Board Meeting		\$ 90.00	
	03/21/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/22/18	Engineering Committee	Status of wells; use of water meter manifolds; inspection services; CIP projects; temporary engineer	\$ -	
	03/22/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/27/18	Board Meeting		\$ 90.00	
Director Tejeda	03/06/18	Special Board Meeting	SB623; GM recruitment	\$ 90.00	
	03/21/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/22/18	Special Board Meeting	GM Interviews	\$ 90.00	
	03/27/18	Board Meeting		\$ 90.00	

CRESCENTA VALLEY WATER DISTRICT

MEMORANDUM

DATE: March 23, 2018
TO: Engineering Committee
FROM: David S. Gould, District Engineer
SUBJECT: CVWD Engineering Committee Meeting No. 309

Following is a summary of Engineering Committee Meeting No. 309, held at 9:00 AM on March 23, 2018, at the CVWD main office, and was attended by the following:

Director Ken Putnam - Committee Chairperson	CVWD
Director Kerry Erickson	CVWD
David Gould – District Engineer	CVWD
Brook Yared – Associate Engineer	CVWD
Ron Mitchell – Secretary-Treasurer	CVWD

1. Status of Groundwater Wells and Well Capacity

Mr. Yared presented an updated Water Production Chart showing the status of the daily water production and the breakdown between groundwater and FMWD production for 2016 - 2018. Mr. Gould indicated that water production was lower in March 2018 due to the recent storms and the FMWD shutdown. Mr. Gould indicated that CVWD is using its reservoir water storage to offset water not available from FMWD.

2. Installation of Water Meter Manifolds for new Multi-family Units for Developer Projects

Mr. Yared discussed the new construction of at least four (4) new multi-family projects within CVWD's service area. He indicated that these projects will require at least 8 to 18 new water meter services to be installed based on the number of new units. CVWD's standard is to install a water meter manifold system with separate meters for each unit, which is typically installed by CVWD's crews. Mr. Yared expressed his concern about the impact to CVWD's field crews due to a recent surge in water main breakages and service lateral leaks. CVWD crews have had to postpone several planned construction projects over the last six (6) weeks and, assuming that there will be additional leaks in the meantime, our crews will have enough work through the end of fiscal year 17/18.

Mr. Yared discussed that the Developers of these projects would like the water meter manifold system installed as soon as possible; however, CVWD's crews could not meet that demand. Therefore, Staff was recommending an option that the Developer hires a private contractor to perform the work and pay all associated costs with the installation in lieu of using CVWD's field crews.

It was suggested that the Developer enter into a service agreement and CVWD provided a short list of approved waterworks Contractors that are able to perform the work. The work will be inspected by CVWD, and the developer would be required to reimburse CVWD for all materials provided and inspection services.

The Engineering committee agreed with providing an option to a developer as long as there were no additional costs to the District.

3. Amendment to Contract for Quality Control Inspection Services for Well 2 and Related Facilities, Project E-956

Mr. Gould discussed that California Building Evaluation & Construction, Inc. (CBEC) is approximately 70% complete with the construction of Well 2 and related facilities. Cannon has been providing quality control inspection services (QCI services) for the project and the original QCI had estimated a completion date in April 2018 and project close out in May 2018.

Mr. Gould explained that during the course of construction, there has been additional time spent by Cannon on processing over 18 change orders, responding to over 50 request for information (RFI) and weekly construction meetings. Cannon and staff have been closely following the costs for QCI services to make sure we stay within the limits of the contract. With the extended construction schedule and additional services, staff has determined that additional funding is needed for Cannon to complete the QCI services and requested a proposal from Cannon.

Cannon provided an original proposal for additional quality control inspection services of \$113,570. Staff reviewed the proposal, with Cannon and it was negotiated to \$82,000 for full-time quality control inspection and contract administrative work through the end of the project.

Director Putnam requested that staff provide an updated cost/benefit analysis for the project as the overall project costs have increase.

The Engineering committee agreed to staff's recommendation to amend the contact with Cannon for \$82,000.

4. Temporary Assistant Engineer – Project Partners

Mr. Gould discussed that Assistant Engineer (AE) is planning to take a three (3) month maternity leave from the end of April 2018 to July 2018 and provided several options for discussion to manage the workload while the AE is on leave. These options included 1) Hiring a part-time consultant or a consulting firm; 2) Hiring a temporary employee; 3) Using a temporary agency for an employee (Project Partners); or 4) Re-distribute the workload to the existing staff.

Mr. Gould indicated that he and Mr. Yared met with 2 possible candidates from Project Partners and that one candidate could fit the needs of the Engineering Department during the 3½ month period. Mr. Gould indicated that the preliminary cost will around \$54,000 and there was funding available in the Administrative Consultants expense budget.

The Engineering Committee agreed to staff's recommendation to utilize Project Partners to bring in a temporary Assistant Engineer during this period.

5. FY 17/18 CIP - Project Status

Mr. Gould provided an updated cost summary of the FY 17/18 CIP program. Mr. Gould indicated that the majority of the projects are currently under construction and should be completed by the end of the fiscal year. Mr. Gould also discussed that projects are currently coming in at budget and showed the additional funds that were requested at previous Board meetings.

The Engineering Committee reviewed the cost summary and requested an update at the next Engineering Committee Meeting.

6. FY 18/19 CIP – Discussion on FY 18/19 CIP Program

Mr. Gould provided a preliminary CIP budget for FY 18/19 and the next 5-years for review and discussion. Mr. Gould indicated that the CIP budget of \$2.575M include well rehabilitation of three CVWD wells, replacement of 3,000 LF of pipeline, rehabilitation of Encinal Reservoir, water quality improvements at Edmund #2 reservoir, design of a new MCC at Paschall Booster Station, replacement of the SCADA system and installing seismic sensors at Ordunio Reservoir.

The Engineering Committee requested an updated CIP priority list based on proposed rate increases of 7.9%, 6.9% and 5.9% for further review and discussion.

The next Engineering Committee meeting was scheduled for April 19, 2017 at 9:00AM

Adjournment - The Engineering Committee meeting was adjourned at 10:13 am on March 22, 2018

**See CVWD Website www.cvwd.com
for the Engineering Committee Packet**

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

Agenda for the Meeting of the Engineering Committee
of the Crescenta Valley Water District

To be held on

March 22, 2018 at 9:00 AM

Posted March 21, 2018 at 9:00 AM

Call to Order

Adoption of Agenda

Information Items

1. Status of Groundwater Wells and Well Capacity
2. Installation of Water Meter Manifolds for new Multi-family Units for Developer Projects
3. Amendment to Contract for Quality Control Inspection Services for Well 2 and Related Facilities, Project E-956
4. Temporary Assistant Engineer – Project Partners
5. FY 17/18 CIP - Project Status:
 - Oak Creek Reservoir Rehabilitation Project
 - Well #2 Re-activation and Nitrate Treatment Plant Project
 - Brookhill Pipeline Project
 - Well 10 Rehabilitation Project
6. FY 18/19 CIP – Budget Update

Public Comments

At this time, members of the public shall have an opportunity to address the Committee on items of interest that are within the subject matter jurisdiction of this Committee. This opportunity is non-transferable and speakers are limited to three (3) minutes each.

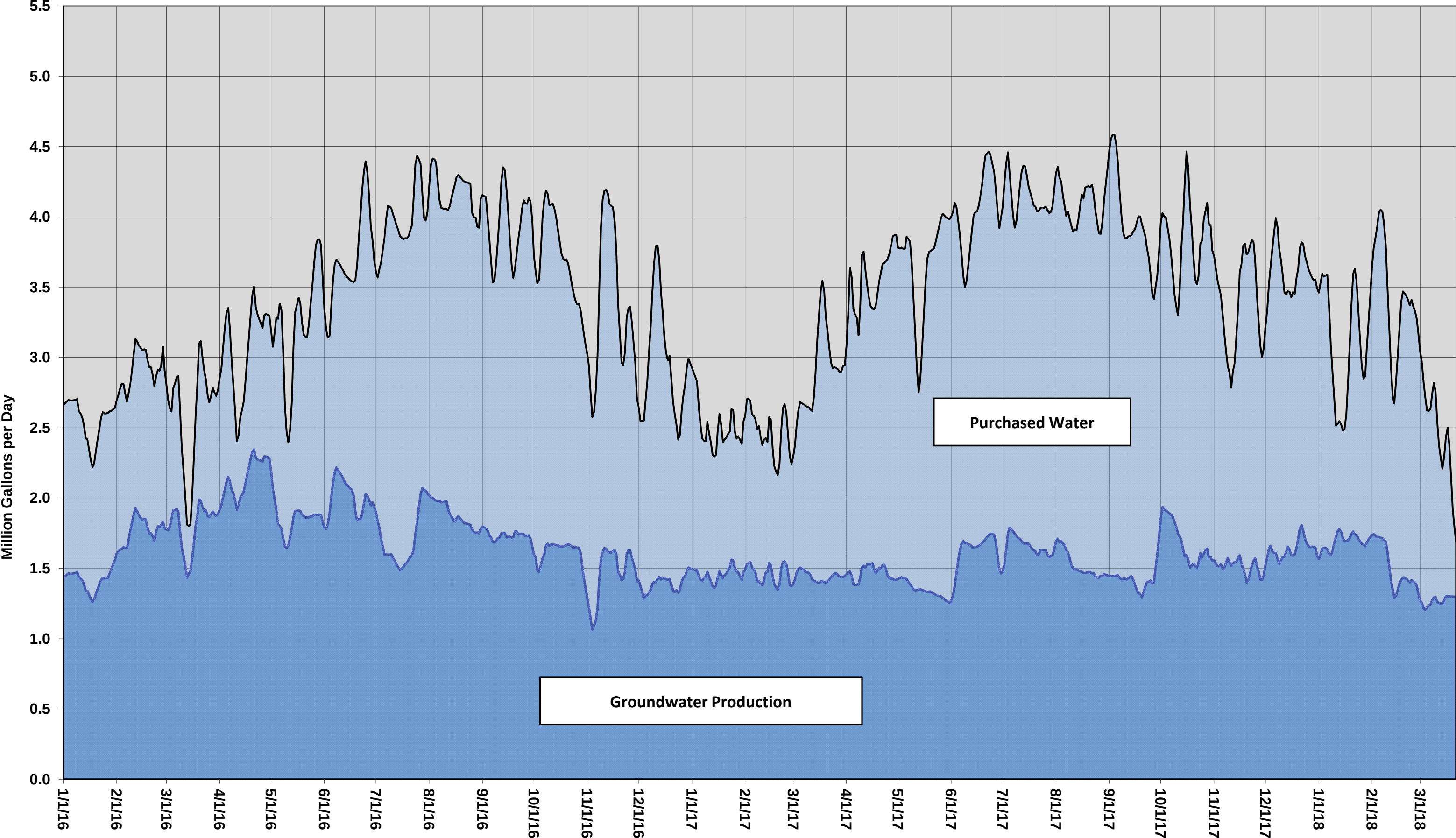
Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting – April 19, 2018

Adjournment

Water Production Chart 2016 - 2018

Groundwater Production (MGD) Total Water (MGD)



CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2
March 22, 2018

To: Engineering Committee
From: Brook Yared, M.S., P.E. – Senior Engineer
Subject: Installation of Multi-Meter Manifolds for new Multi-family Units

INFORMATION ITEM:

Request for Installation of New Multi-Water Meter Service Manifolds for new Multi-family Units:

Discussion and recommendation to use a private contractor to install new water services for Developer projects

BACKGROUND:

Staff has recently received requests for the construction of at least four (4) new multi-family projects within CVWD's service area. Typically, these projects require at least 8 to 18 new water meter services to be installed based on the number of new units. CVWD's standard is to install a water meter manifold system with separate meters for each unit and they are installed by CVWD's crews.

The water meters manifolds for apartment complexes can be difficult to install and requires a lot of coordination with the property developer (Developer). Currently, the schedule for CVWD's field crews is extremely busy. This is primarily due to a recent surge in water main breakages and service lateral leaks. CVWD crews have had to postpone several planned construction projects over the last six (6) weeks and, assuming that there will be additional leaks in the meantime, our crews will have enough work through the end of fiscal year 17/18.

When a Developer wants to change a single family dwelling into an individually metered multifamily dwelling, a multi-meter manifold should be used. If a separate lateral were installed for each meter, the main would become compromised by all of the new penetrations being placed so close together. This also greatly increases the amount of excavation and backfill that would be required. Rather than damage the pipe by adding unnecessary individual taps, the recommended course of action is to install a single, large diameter lateral, which has the capacity to supply water to each meter (see fig 1).

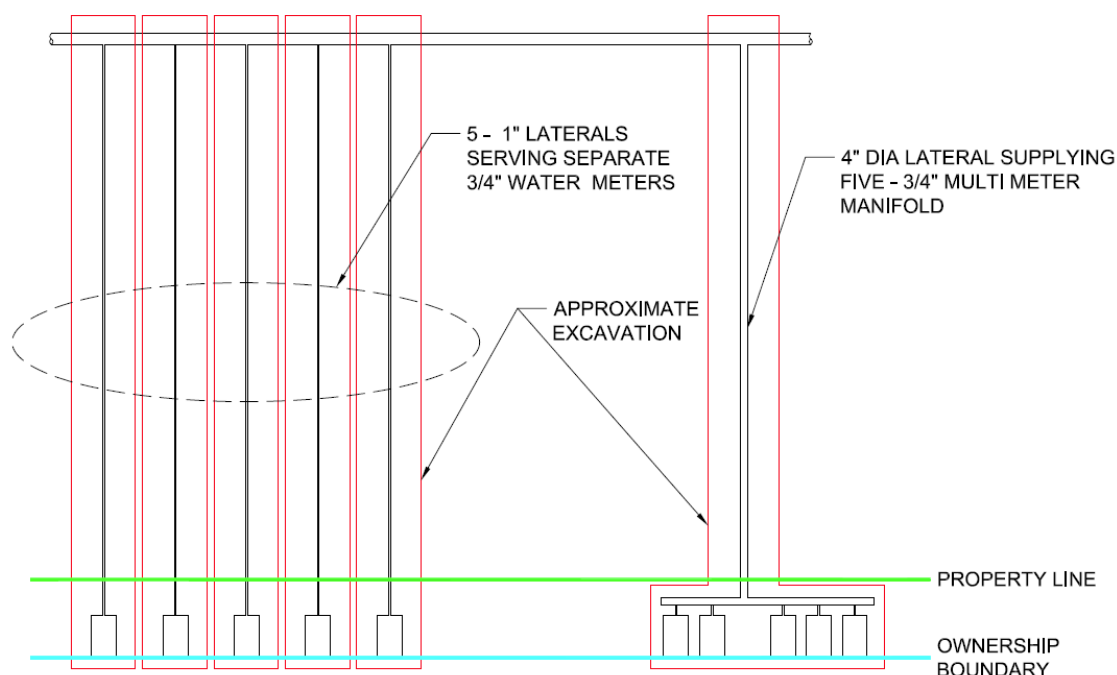


Figure 1: Individual Vs. Multi Meter Installation

DISCUSSION:

The Developer's for each of the following new projects have requested water meters be installed for each individual unit due to the higher cost of delivering water, additional water conservation incentives and the ability to bill each tenant separately for water usage at the following addresses:

- 1941 Waltonia - 12 meters
- 2225 Mira Vista - 9 meters
- 2454 Montrose - 17 meters
- 2340 Montrose - 16 Meters

The Developer's would like the water meter manifold system installed as soon as possible, however, CVWD's crews could not meet that demand. Therefore, Staff would like the authority to approach each Developer with an option to hire a private contractor and pay all associated costs with the installation in lieu of using CVWD's field crews.

The Developer will enter into a service agreement with the District and CVWD will be provided a short list of approved waterworks Contractors that are able to perform the work. The work will be inspected by CVWD, and the Developer will pay the cost of inspection services. Tasking Developers to contract independently with pre-approved contractors would allow the Developer to have more control of their own work schedule, CVWD crews would be provided more time to complete their work schedule, and still allow CVWD to maintain ownership of inspection services and materials acquisition to provide for a high quality final product.

The Developer would provide District staff with construction plans for the manifold prior to installation. Staff would review these plans and insure all the work is performed to the regulatory standard. The contract would also require that all Developer employees and subcontractors be paid at the prevailing wage rate, establish a faithful performance and payment bond should the Developer decide to terminate the project, and designate the developer to obtain all permits. Finally, the developer would be required to reimburse CVWD for all materials and inspection services provided for the work.

RECOMMENDATION:

It is staff's recommendation to the Engineering Committee to approve approaching a Developer, such as the Developer at 1941 Waltonia Dr. with a service agreement for the construction of the new water meter manifold and new fire service (see attached). Staff preliminary cost estimate will be approximately \$32,550 for pipe materials, plan review, and inspection services that will be reimbursed. The Developer would be required to pay CVWD that amount prior to submitting construction plans for review. Staff would then supply the Developer with the following list of Contractors to perform the work:

- E&R Construction, Inc.
- Brkich Construction, Inc.
- J De Sigio Construction, Inc.

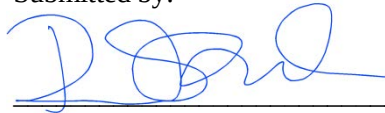
All contractors on this list have extensive water works construction experience as well as considerable experience working with District staff. This would provide the lowest cost alternative for both CVWD and the Developers, while allowing the Developer to proceed at their own pace without sacrificing the quality of work being performed.

Prepared by:



Brook Yared, M.S., P.E.
Senior Engineer

Submitted by:



David S. Gould, P.E.
District Engineer

Attachment:

g:\engineering committee\2018 ec memo\03-22-18 ecm - new manifold installation for d-jobs v2.docx

**CRESCENTA VALLEY WATER DISTRICT
AGREEMENT FOR
CONSTRUCTION OF WATER SYSTEM IMPROVEMENTS**

THIS AGREEMENT is entered into as of the ____ day of _____, _____, by and between CRESCENTA VALLEY WATER DISTRICT, a county water district, ("District") and _____ (**owner**) whose address is **1941 Waltonia Drive, AIN 5807-013-017** ("Developer").

RECITALS:

A. District is engaged in the production, transmission and distribution of the water system within its service area.

B. Developer owns a parcel of real property, commonly identified as: **1941 Waltonia Drive, AIN 5807-013-017** ("Development") within the District's service area.

C. Developer desires to secure water and fire service to the Development from the District and the District is willing to provide such service on the terms and conditions set forth in this Agreement, and in accordance with rules and regulations adopted by the District.

D. Developer shall provide to the District, the plans for water system improvements for the Development ("Facilities") and shall grant to the District the easements required for the operation and maintenance of the improvements.

E. On _____ the District approved said plans designated as Water System Improvements _____, which plans and specifications ("Plans") are attached as Exhibit 1.

F. Developer intends to construct the Facilities in accordance with the approved Plans, which Facilities will be connected to the District's system.

AGREEMENT

A. Construction Drawings: Developer is required to provide construction drawings for the construction of the water main, water meter services, and fire services to District for review and approval.

1. These plans shall be prepared by a State of California licensed Civil Engineer and shall be in accordance with District standards.

2. The minimum design requirements shall be: the alignment should be parallel to the existing property line; the pipeline depth shall be a minimum 36" below finish grade, and the water main shall connect to the existing water main on Waltonia Drive.

3. Provide appropriate clearance for District to maintain ingress and egress of District equipment onto the property.

B. Construction of Facilities: Within ____ calendar days from the date of this Agreement, Developer shall secure all required permits for construction of the Facilities in accordance with the Plans.

C. District will provide all materials for construction. Prior to work beginning the Contractor shall provide the District with construction plans for the new water meter manifolds. District staff shall then order all necessary materials for the work. In the event that additional materials are required, District will provide those materials at the inventory cost of the item. All work shall be done to the satisfaction of the District and in a good and workmanlike manner. All work shall be performed in accordance with District rules and regulations. By entering into this Agreement, Developer represents and warrants that it is familiar with the District's current Standard Specifications for Construction.

1. Qualifications of Contractor and Subcontractors: All work shall be performed by the following contractors:

- a. J. Desigio Construction, Inc.
- b. Brkich Construction, Inc.
- c. E&R Construction, Inc.

Any contractors selected that are not on this list must be approved by District and possess the class of contractor's license issued pursuant to Division 3, Chapter 9, of the Business and Professions Code required for construction of the Facilities.

2. Developer proposes to enter into a contract with _____ ("Contractor") for construction of the Facilities. Developer shall secure from Contractor the following information for review and approval by the District:

(a) Provide information regarding its experience, financial condition, and business references to be set forth on Exhibit 2. Contractor shall have at least three (3) years' experience in performing similar work.

(b) The Contractor's Licensing Statement in the form attached as Exhibit 3.

(c) The names and addresses of subcontractors, if any who will perform work under the contract between Developer and the Contractor or who will specially fabricate and install a portion of the work to be set forth on the form attached as Exhibit 4. The Construction contract shall provide that subcontractors may not be substituted without District's prior approval. Contractor may not subcontract for more than 40% of the work to be performed under its contract with Developer.

D. Inspection of Facilities: District shall at all times have access to the Development during construction of the Facilities and shall be provided with every opportunity for ascertaining full knowledge respecting the progress, workmanship, and character of the materials and equipment used and employed in construction of the Facilities. Contractor shall give timely notice to District in advance of any work being performed on a Saturday, Sunday or Holiday designated by District, or for more than eight hours in a work day. Contractor shall also give timely notice to the District in advance of back filling or otherwise covering any part of the Facilities constructed so that the District may, if desired, inspect such work before it is concealed. The observation, if any, by District of the construction of the Facilities shall not relieve Developer or Contractor of any of their obligations under this Agreement. Defective work shall be made good, and materials and equipment furnished and work performed which is not in accordance with the approved Plans, and District's current Standard Specifications for Construction, may be rejected notwithstanding the fact that such materials, equipment and work have been previously inspected by District.

E. Agreement to be Binding on Contractor: Developer shall furnish Contractor with a copy of this Agreement and shall cause Contractor to be bound by the terms and conditions of this Agreement, by having a written agreement with Contractor, which agreement shall incorporate by reference the terms and conditions of this Agreement. A fully executed copy of the agreement between Developer and Contractor shall be delivered to District prior to commencement of work, and attached hereto as Exhibit 5.

F. Bonds

1. Prior to Contractor's commencement of work, Contractor shall furnish and deliver to District a bond with a responsible corporate surety or corporate sureties acceptable to District conditioned upon the Faithful Performance of Contractor of all covenants and stipulations of this Agreement, and of Contractor's agreement with Developer. Said bond shall be on the mandatory form attached hereto as Exhibit 6, and shall be an amount that is not less than 100% of the total amount payable under Contractor's agreement with Developer.

2. Prior to commencement of work, Contractor shall also furnish a Payment Bond. Said payment bond shall be in a sum not less than 100% of the total amount payable under Contractor's agreement with Developer, and shall be on the mandatory form attached hereto as Exhibit 7.

3. The surety or sureties on all bonds furnished must be satisfactory to the District. If during the course of construction any of the sureties in the sole discretion of the District are or become insufficient, District may require additional sufficient sureties which the Contractor shall furnish to the satisfaction of the District within fifteen (15) days after written notice thereof.

G. Insurance Requirements of Developer

1. Prior to the commencement of work, Developer shall cause Contractor to forward to the District a policy or certificate of protective liability insurance in which the District shall be named as additional insureds with Contractor. The policy shall insure the District and its directors, officers, employees, agents, and consultants as additional named insureds as well as the Contractor, its employees and its subcontractors

and each of their employees, and their heirs, agents, and employees, while acting within the scope of their duties, against all claims arising out of or in connection with the work to be performed and shall remain in full force and effect until the work is accepted by the District.

2. The District, its directors, officers, employees, agents, and consultants are to be covered as insureds with respect to the following: liability arising out of activities performed by or on behalf of the Contractor, products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor.

3. The coverage shall contain no special limitations on the scope of protection afforded the additional insureds.

4. The above-referenced insurance policy (or policies) shall be furnished at Contractor's expense, in a form and with insurance companies authorized to do business and have an agent for service of process in California and have a "B+" policyholder's rating and a financial rating of at least Class VII in accordance with the most recent Best's Insurance Guide.

5. Such insurance, in addition to the multiple additional named insured endorsements set forth above, shall be broad form commercial general liability insurance in the amounts set forth below, and shall contain additional endorsements as follows:

- (i) Provide blanket contractual liability coverage for Contractor's indemnification obligations to District and others pursuant to this Agreement and the agreement between the Developer and Contractor
- (ii) Provide coverage for explosion, collapse, underground excavation and removal of lateral support
- (iii) Provide that the insurance may not be canceled or reduced until 30 days after the District and its Engineer have actually received written notice of such cancellation or reduction
- (iv) Provide "cross liability" or "severability of interest" coverage for all insureds under the policy or policies
- (v) Provide that any other insurance maintained by District, the Engineer or any other named insured is excess insurance, and not contributing insurance with the insurance required herein
- (vi) Provide that the coverage afforded the additional insureds shall not be affected by any failure of the Contractor or any subcontractor to comply with reporting or other provisions of the policy or policies, including breaches of warranties.
- (vii) The amount of coverage shall be no less than the following:
 - a) General bodily injury and property damage - \$2,000,000 per occurrence.
 - b) Automobile bodily injury and property damage - \$1,000,000 per occurrence, including owned, non-owned and hired autos, and providing coverage for loading and unloading.

6. The Contractor shall also be required to provide and maintain Builder's Risk Insurance covering all risks of direct physical loss, damage or destruction to the work in the minimum amount of the dollar value of the Facilities. Such insurance shall include explosion, collapse, underground excavation and removal of lateral support. The District shall be named as an additional insured on any such policy.

7. The evidence of insurance required to be provided to the District shall include original copies of the ISO CG 2010 (or insurer's equivalent) signed by the insurer's representative and certificate(s) of insurance (Accord Form 25-S or equivalent) reflecting the existence of the required insurance.

- (i) Where requested by the city, county or other governmental agency in whose jurisdiction the work is being performed, the city, county or other governmental agency shall be named as an additional insured
- (ii) If required by the District, Developer shall furnish a complete copy of the policy or policies, and all endorsements thereto.
- (iii) Commercial general liability insurance must include District's and Contractor's Protective Coverage, Products - Completed Operations Coverage, Premises - Operations Coverage, and must provide for coverage of District's facilities during the course of construction.

H. Schedules and Notice: Developer shall provide District with a schedule for construction of the Facilities and shall keep District advised of the schedule and progress of work. No work shall be performed unless the following occurs:

1. There has been a pre-construction meeting with representatives of District, City of Glendale, Utility Companies, Developer and Contractor in attendance.

2. District has been given written notice of the name and telephone number of Contractor's job superintendent who shall be Contractor's representative at the job site and shall have authority to act on behalf of Contractor, and the name and telephone number of Contractor's alternate in the event the job superintendent is unavailable.

3. District has been given at least five (5) working days written notice of the commencement of work.

I. Plan Review and Inspection Fees: Upon execution of this Agreement, Developer shall pay District's deposit for plan review and inspection services. The estimated costs of the foregoing are:

(a)	Plan Review	\$ _____
(b)	Inspection	\$ _____
	Total	\$ _____

The cost for design, plan review, installation, and inspection shall be borne by the Developer. This is a deposit towards the actual cost to the District. You will be either invoiced or reimbursed by the District for any deviation upon completion of all work. The consulting engineer shall meet with District to review feasibility, design standards, and special conditions of the construction plans.

J. Payment for Work: All work related to the development and construction of the Facilities is for the convenience of and at the request of Developer, who shall be solely responsible for all costs and expenses in connection therewith. District shall not be responsible to Contractor or its subcontractors, suppliers or material men for such work. Developer shall not permit any claim to be enforced against the Facilities, however it may arise. Regardless of the merits of any claim, Developer shall, within five (5) business days of the assertion thereof, cause said claim to be discharged or provide a bond releasing such claim, in a form satisfactory to District.

K. No Agency: Neither Developer nor Contractor are the agents or representative of District. Neither has any authority to in any way commit or bind District.

L. Indemnification: To the fullest extent permitted by law, Contractor and Developer shall jointly and severally indemnify and hold harmless District, its directors, officers, agents, employees, and consultants from and against all claims, damages, losses, expenses, and other costs, including, but not limited to, costs of defense and attorneys' fees, arising out of or resulting from or in connection with the construction of the Facilities or the Development, both on and off the job site, provided that any such liability (1) is attributable to personal injury, bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, and (2) is caused in whole or in part by an act or omission of Developer, Contractor, any subcontractor, any supplier, anyone directly or indirectly employed by any of them or anyone for whose acts or omissions any of them may be liable, regardless of whether or not it is caused in part by any act or omission (active, passive, or comparative negligence included), of a party indemnified hereunder. The obligation hereunder shall not be abridged, reduced or discharged by the maintenance of insurance by the Contractor or Developer. Developer and Contractor shall also jointly and severally indemnify and hold harmless District, and its consultants, and each of their directors, officers, employees, agents, and consultants from and against all losses, expenses, damages (including damages to the Development or Facilities), attorneys' fees, and other costs, including all costs of defense, which any of them may incur with respect to the failure, neglect, or refusal of Developer or Contractor to faithfully perform the work and/or any of either of their obligations under this Agreement or under the agreement between Developer and Contractor.

M. Compliance with Laws: The agreement between Developer and Contractor shall require that: (a) Contractor shall conduct its operations so as to avoid injury or damage to any person or property, and to minimize any obstruction and inconvenience to the public; (b) Contractor shall comply with all applicable laws or regulations relating to the work including safety measures applicable in particular operations or kinds of

work; (c) Contractor shall provide and maintain such fences, barriers, directional signs, lights, and flag men as are necessary to give adequate warning to the public at all times of any dangerous conditions to be encountered as the result of the construction work and to give directions to the public; and (d) Contractor shall be solely and completely responsible for conditions of the job site, including safety of all persons and property during construction of the Facilities.

N. Prevailing Wages: The Contractor shall comply with Labor Code Section 1775. In accordance with said Section 1775, the Contractor shall forfeit as a penalty to the Owner, a penalty of up to \$200 per day per worker, in such amount as the Labor Commissioner shall determine for each calendar day or portion thereof for each worker paid less than the stipulated prevailing rates for such work or craft in which such worker is employed for any work done under the contract by them or by any subcontractor under them in violation of the provisions of the Labor Code and, in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to said Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage rate shall be paid to each worker by the Contractor. Moreover, failure to pay the prevailing wage may subject the Contractor to debarment, as provided in Labor Code Section 1777.1.

Failure to pay workers the appropriate overtime rate for work of more than 8 hours per day or 40 hours per week, shall incur a penalty pursuant to Labor Code Section 1813 of \$25 per day per worker.

O. One Year Guarantee. Developer and Contractor jointly and severally guarantee all work against defects in workmanship or materials for a period of one year after District's acceptance of the Facilities. Developer and Contractor, or either of them, shall repair or remove and replace any and all such work, together with any other work which may be displaced in so doing, that is found to be defective in workmanship and/or materials within said one year period, without expense whatsoever to District.

In the event of a failure to comply with the above-mentioned conditions within seven (7) business days after being notified in writing, District shall be entitled to have the defects remedied and the work repaired or replaced at the expense of Contractor and Developer. Developer and Contractor agree to pay all such expenses immediately on demand therefor by District. The performance bond and the payment bond shall continue in full force and effect for the guarantee period.

P. Maintenance and Repair of Facilities: Developer shall protect and maintain the Facilities through completion of the Development. In the event all or any part of the Facilities are damaged or destroyed, Developer shall repair or replace said Facilities without cost to District.

Q. Donation and Acceptance of Facilities: Upon completion of construction, all Facilities connected to the District's water distribution system shall be donated by the Developer to the District free and clear of all liens, claims and encumbrances and shall become the property of District upon acceptance of the Facilities for operation, maintenance, and repair by the District. District will require Developer to provide a deed, bill of sale, or other instrument of conveyance, conveying the Facilities from the Developer to the District.

R. Construction Water: Developer and/or Contractor shall pay for the use of construction water in accordance with District's rules and regulations.

S. Rules and Regulations of Water District: Developer shall comply with all applicable District rules and regulations.

T. Street Plans, Surveys, As-Built Drawings, Compaction Tests, Bacteriological Tests and Various Water Main Tests: Not less than fifteen (15) days prior to commencement of construction, Developer shall provide to District and Contractor a complete set of final approved plans and profile drawings for water facilities which are prepared, approved and signed by a registered civil engineer and approved and signed by all applicable regulatory agencies. Prior to commencement of construction, Developer shall provide accurate field staking, i.e., cut stakes, field stakes and final grade stakes based on final approved plans. Developer shall provide District with compaction tests in accordance with County, City and District requirements

U. Upon completion of construction, Developer shall provide District with legible as-built drawings showing all water facilities; said as-built drawings shall include a written narrative statement which clearly describes all modifications, changes or deviations from the approved plans. Upon completion of construction, Developer shall provide District with a minimum of two (2) consecutive bacteriological test results on all water facilities, the samples for which are collected in accordance with all applicable standards and

regulations. Samples for bacteriological analysis shall be submitted to a laboratory approved by the District. Samples shall be taken at least twenty-four (24) hours apart from one another. Should any tests fail or not be acceptable Developer shall take additional samples at such sampling points in accordance with all standards and regulations and the requirements of District and all regulatory agencies. The Developer shall also perform and provide results of pressure tests of all water mains. Tests not acceptable to the District's inspector shall have corrections made to the pipelines at no cost to the District. All tests shall be performed in accordance with District Standard Specifications. Developer understands and agrees that water main cannot be provided to Developer's project unless and until all Facilities are completed in accordance with plans and specifications, transferred to District and accepted in writing by District.

V. Attorneys' Fees: In any action, at law or in equity, including an action for declaratory relief, seeking to interpret or enforce the terms of this Agreement, the prevailing party shall be entitled to recover a reasonable amount as attorneys' fees and costs incurred in prosecuting or defending such action, including a dispute submitted to arbitration, in addition to any other relief to which such party is entitled.

W. Not Assignable: The rights and obligations of Developer and Contractor under this Agreement shall not be assignable without the prior written consent of District.

X. Entire Agreement: This Agreement constitutes the entire Agreement of the parties with respect to the subject matter, and no amendment, modification or alteration of the terms hereof shall be binding unless the same is in writing, dated subsequent to the date hereof and duly approved and executed by each of the parties.

Y. Choice of Law: This Agreement, and the application or interpretation hereof, shall be governed exclusively by its terms and by the laws of the State of California. Venue for all purposes shall be deemed to lie within Los Angeles County, California, and any action to enforce this Agreement or for any remedies, damages, or other relief shall only be brought in either the State courts of the State of California in and for the County of Los Angeles or in the United States District Court, Central District of California.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first above written.

CRESCENTA VALLEY WATER DISTRICT

DEVELOPER

By: _____

By: _____

Its _____
[TITLE]

Its _____
[TITLE]

By: _____

By: _____

Its _____
[TITLE]

Its _____
[TITLE]

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 3
March 22, 2018

To: Engineering Committee
From: David S. Gould, P.E. – District Engineer
Subject: **Amendment to Contract for Quality Control Inspection Services for Well 2 and Related Facilities, Project E-956**

INFORMATION ITEM:

CVWD's Well 2 and Related Facilities, Project E-956 – Discussion to amend the agreement with Cannon Corporation for additional quality control inspection services related to the construction of Well 2 and related facilities at a cost of \$82,000.

DISCUSSION:

California Building Evaluation & Construction, Inc. (CBEC) is approximately 70% complete with the construction of Well 2 and related facilities (Project). The construction completion date of May 9, 2018 has been extended until June 1, 2018 due to change orders and weather delays.

Cannon Corporation (Cannon) has been providing quality control inspection services (QCI services) for the project since November 2017. The original QCI services and request for proposal (RFP) that was sent in June 2017 had estimated a completion date in April 2018 and project close out in May 2018. The estimated construction schedule in the RFP was the basis for Cannon's proposal to the District, which was approved in August 2017.

During the course of construction, there has been additional time spent by Cannon on processing change orders, responding to request for information (RFI) and weekly construction meetings. Cannon and staff have been closely following the costs for QCI services to make sure we stay within the limits of the contract.

With the extended construction schedule and additional services, staff has determined that additional funding is needed for Cannon to complete the QCI services and requested a proposal from Cannon.

Cannon provided a proposal for quality control inspection services as shown in Attachment No. 1 in the amount of \$82,000, which included full-time quality control inspection and contract administrative work through the end of the project. The revised total costs for the contract will be \$223,475.

The following people from Cannon will continue working on the project: Gary Roepke as the project manager, Patrick Riddell as the construction manager, and Ron Tegland as the on-site inspector.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to enter into an amendment to the agreement with Cannon for quality control inspection services at an additional cost of \$82,000 to complete the project.

ENVIRONMENTAL REVIEW:

A California Environmental Quality Act (CEQA) Negative Declaration was approved on October 6, 2015.

FUNDING AVAILABILITY:

There are sufficient funds available in the following account for the project:

Account Description	Grant Cost Breakdown
Greater Los Angeles County IRWM 2015 Solicitation Implementation Grant	\$1,825,000
<i>Amount reimbursed from Grant (39%)</i>	\$705,775
<i>CVWD Costs (61%)</i>	\$1,119,225
Breakdown of Project Costs	
Approved Contract – Engineering Services - SA Associates	(\$197,000)
Approved Contract – APTwater for ARoNite Nitrate Treatment System	(\$625,000)
Approved Contract – Royal Wholesale Electric for MCC & Switch Board	(\$98,547)
Approved Contract - Construction - CBEC	(\$1,245,501)
Approved Contract - Construction - 10% Contingency	(\$124,550)
Approved Contract - Quality Control Inspection Services - Cannon	(\$141,475)
Quality Control Inspection Services (Additional Services)	(\$82,000)
Approved Contract - SCADA system upgrades - Tesco Controls	(\$32,920)
Soil inspection, permitting fees, construction staking, & miscellaneous costs	(\$83,007)
Total Estimated Cost for Design & Construction	(\$2,630,000)
Amount Remaining for Well 2 Project	(\$805,000)
Transfer of funds from Pipeline Replacement Projects to FY 18/19	\$235,000
Transfer of Funds from CVWD's MTBE Reserves	\$600,000
Remaining Funds	\$30,000

Prepared & Submitted by:



David S. Gould, P.E.
District Engineer

Attachments:

1. Proposal from Cannon dated March 20, 2018

g:\engineering committee\2018 ec memo\03-22-18 ecm - e-956 well 2 inspection ac co 1.docx



March 21, 2018

David S. Gould, PE
District Engineer
Crescenta Valley Water District
2700 Foothill Boulevard
La Crescenta, CA 91214

**Subject: ADDITIONAL PROFESSIONAL ENGINEERING SERVICES FOR QUALITY CONTROL
INSPECTION SERVICES FOR CVWD'S WELL NO. 2 AND RELATED FACILITIES,
PROJECT E-956, AMENDED SERVICE AGREEMENT (ASA) 1 ADDITIONAL CM
SERVICES**

Dear Mr. Gould:

This letter is a request for an Additional Service Agreement (ASA) No. 1 is for the extension of our services for the completion of the Construction Management (CM) and Public Works Observation for Well 2. The original completion date for the construction was scheduled for May 2018. Based on the contractor's actual scheduling of the project, it is anticipated the project will not be completed until June 2018.

Cannon's original estimated costs through the end of February 2018 were:

CM/Admin	\$17,992.00
Public Works Observation/Inspection	<u>\$69,760.00</u>
Total	\$87,752.00

Cannon's actual costs through the end of February are:

CM/Admin	\$68,102.09
Public Works Observation/Inspection	<u>\$68,780.25</u>
Total	\$136,882.34

The cost to administer the Construction Management tasks of this project has exceeded our original fee estimate by \$50,110.09. The reasons for the extra hours and cost have been the additional Change Orders (18 to date), Request for information's (56 to date), plus the weekly progress meetings. The review and negotiations of the Change Orders has been a major contributor to the time and cost associated with this change.

As of the end of February, the onsite observation and inspection has amounted to 548 hour out of an estimated 640 hour estimated. We are estimating another 352 hours if the construction is completed in June. The hours for the additional CM and PW Observation is based on the history of this project to date.

11900 Olympic Blvd., Suite 530
Los Angeles, CA 90064
T 310.664.1166
F 310.664.8877

CannonCorp.us



*Proposal: Additional CM/PW Observation Services for
CVWD's Well No. 2 and Related Facilities, Project
E-956, Amended Service Agreement (ASA) 1*

ASA No. 1 Cost Summary for additional CM and PW Observation of the project as follows:

CM	\$27,700.00
PW Observation	\$67,144.00
Total ASA 1	\$94,844.00

If this ASA meets with your approval, please contact me. The fees quoted in this proposal are valid from 60 days from this date and are based upon current California Prevailing Wages.

Sincerely,

A handwritten signature in blue ink, reading "Gary O. Roepke", is written over a light blue rectangular background.

Gary Roepke, PE No. 48693
Senior Principal Engineer

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 4
March 22, 2018

To: Engineering Committee
From: David S. Gould, P.E. – District Engineer
Subject: Temporary Assistant Engineer

INFORMATION ITEM:

Temporary Assistant Engineer – Discussion regarding using Project Partners, Inc to provide a Temporary Assistant Engineer for three (3) months

DISCUSSION:

CVWD's assistant engineer (AE) is planning to take a three (3) month maternity leave from the end of April 2018 to July 2018. There are currently two (2) projects under construction that the AE provides construction management, which will be completed in late June 2018. In addition, another capital project is currently in design and will be advertised for bid in early July 2018.

Staff has been looking at several options to manage project while the AE is on leave including:

- Hiring a part-time consultant or a consulting firm
 - o Hourly cost - \$150 - \$200/hr
 - o Work from own office
- Hiring a temporary employee
 - o Time to advertise; hire & pre-employment
 - o Short-term – have to let go after 3 months
 - o Training
- Using a temporary agency for an employee (Project Partners)
 - o Pre-screened; reduce time for hire
 - o Reduce training
 - o Cost per hour - \$90/hr
- Re-distribute the workload to the existing staff
 - o Senior Engineer – take on construction projects
 - o Senior Tech – additional work from operations
 - o Lower priority projects put on hold until AE back to work

Staff anticipates the following conservative estimate of hours and weeks for the temporary AE:

Start Date	End Date	Task
3/21/18	3/21/18	Interviews
3/21/18	3/22/18	Engineering Committee/Select Temp AE
3/23/18	3/27/18	Board - Approve contract with Project Partners
4/16/18	4/23/18	Training with Current AE
4/23/18	4/25/18	Training with Current AE; Last day - 4/25/18
4/25/18	7/27/2018	Max - 40 hrs per week
		14 Weeks x 40 Hrs = 600 hrs
Total		600 hrs x \$90/hr - \$54,000

RECOMMENDATION:

Staff will be interviewing two candidates on 3/21/18 and will provide a more detailed recommendation at the Engineering Committee Meeting.

FUNDING AVAILABILITY:

There are sufficient funds available in the following account for the project:

Account Description	Amount
FY 17/18 – Expense - Administrative Consultants – Water Budget	\$161,500
Account balance as of 3/21/18	<\$ 59,035>
Estimated Cost for Project Partners	<\$ 54,000>
Amount Remaining	\$48,465

Prepared & Submitted by:



David S. Gould, P.E.
District Engineer

Capital Improvement Project Program FY 17-18 Budget - Update 3/21/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 2/28/18	Cost Committed - 3/01/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
1. Water Supply									
A. Groundwater									
i. Well Rehabilitation									
Well 7 Rehabilitation	\$ -	\$ -							
Well 8 Rehabilitation	\$ 44,385	\$ -							
Well 5 Rehabilitation			\$ 60,000	\$ 60,000	\$ 69,388	\$ -	\$ (9,388)	\$ 69,388	\$ -
Well 10 Rehabilitation			\$ 85,000	\$ 85,000	\$ 4,177	\$ 68,250	\$ 12,573	\$ 72,427	\$ -
ii. New Wells									
Re-Activate Well 2 - Design	\$ 101,394	\$ -	\$ 160,300	\$ 160,300	\$ 135,462	\$ 24,838		\$ 160,300	\$ -
Re-Activate Well 2 - Construction	\$ 189,960	\$ 530,040	\$ 880,000	\$ 1,410,040	\$ 759,282	\$ 650,758	\$ (125,000)	\$ 1,410,040	\$ 274,800
B. Imported Water									
Ocean View Chlorination St (Grant - Matching Funds)	\$ 4,464								
Ocean View - Equip. (Grant - Matching Funds)	\$ 40,567								
Ocean View - Elect (Grant - Matching Funds)	\$ 30,356								
Ocean View - Final	\$ 58,073	\$ -	\$ -	\$ -	\$ 13,394	\$ 50,306	\$ (63,700)	\$ 63,700	\$ -
C. Groundwater Basin Recharge									
Storm Water Recharge Study (Grant - Matching Funds)	\$ 54,286	\$ -	\$ -	\$ -					
Stormwater Recharge Project - Design			\$ -	\$ -	\$ 3,966	\$ 34,250	\$ (38,216)	\$ 38,216	\$ -
WS Total	\$ 523,485	\$ 530,040	\$ 1,185,300	\$ 1,715,340	\$ 985,670	\$ 828,402	\$ (223,732)	\$ 1,814,072	\$ 274,800
2. Water Storage									
A. Reservoir Rehabilitation									
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation									
Oak Creek #1 & #2 - Roof/Air Vents/Recoat	\$ 13,689	\$ 306,310	\$ 594,000	\$ 900,310	\$ 52,703	\$ 928,697	\$ (81,090)	\$ 981,400	\$ -
B. Reservoir Water Quality									
C. New Reservoir Water Storage									
WS Total	\$ 13,689	\$ 306,310	\$ 594,000	\$ 900,310	\$ 52,703	\$ 928,697	\$ (81,090)	\$ 981,400	\$ -

Capital Improvement Project Program FY 17-18 Budget - Update 3/21/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 2/28/18	Cost Committed - 3/01/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
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3. Water Distribution

A. Pipeline Replacement

Lower Pickens Canyon Crossing & Slope - 600 LF	\$ 494,936	\$ 60,000	\$ -	\$ 60,000	\$ 89,512	\$ 3,000	\$ (32,512)	\$ 92,512	\$ -
4200 - 4400 Block - Penn - 1,450 LF	\$ 214,527	\$ 225,000	\$ -	\$ 225,000	\$ 236,896	\$ -	\$ (11,896)	\$ 236,896	\$ -
2700 Block - Brookhill - 800 LF			\$ 220,000	\$ 220,000	\$ 12,868	\$ 251,412	\$ (44,280)	\$ 264,280	\$ -
5100 Block of La Crescenta - 400 LF			\$ 100,000	\$ 100,000	\$ 5,849	\$ 114,281	\$ (20,130)	\$ 120,130	\$ -
3000 Block of Brookhill - 800 LF			\$ 220,000	\$ 220,000	\$ 12,868	\$ 251,412	\$ (44,280)	\$ 264,280	\$ -
3100 Block of Brookhill - 800 LF			\$ 220,000	\$ 220,000	\$ 12,868	\$ 251,412	\$ (44,280)	\$ 264,280	\$ -

B. New Pipelines

C. Booster Pump System

i. Annual Pump /Motor Replacement

Booster 12 at Markridge	\$ 31,086	\$ -							
Boosters - Encinal B & C			\$ 45,000	\$ 45,000	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -

iii. Misc.

Repairs to Ramsdell Mixing Station	\$ 34,288	\$ 51,000	\$ -	\$ 51,000	\$ 8,652	\$ 42,348	\$ -	\$ 51,000	\$ -
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WD Total	\$ 1,037,336	\$ 336,000	\$ 805,000	\$ 1,141,000	\$ 379,513	\$ 913,865	\$ (152,378)	\$ 1,338,378	\$ -
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4. Water Treatment

A. Nitrate Removal

B. Chlorine Disinfection

C. Convert to Chloramines

F. MTBE Removal

WT Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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5. Technology

A. Automated Meter Information (AMI) System

B. Supervisory Control and Data Acquisition (SCADA) System

SCADA RTU Replace - Equipment & Integration	\$ 140,054	\$ 61,000	\$ -	\$ 61,000	\$ 13,193	\$ 47,807	\$ -	\$ 61,000	\$ -
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TECH Total	\$ 140,054	\$ 61,000	\$ -	\$ 61,000	\$ 13,193	\$ 47,807	\$ -	\$ 61,000	\$ -
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Capital Improvement Project Program FY 17-18 Budget - Update 3/21/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 2/28/18	Cost Committed - 3/01/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
6. Public Safety/Emergency Response									
A. Emergency Electrical Generators									
B. Water Storage									
<i>Dunsmore/Pickens - Seismic Sensors & Valve Actuators</i>	\$ 71,886	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -
SF/ER Total	\$ 71,886	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -
7. Facilities & Planning									
A. Main Office									
B. Glenwood Plant									
D. Reservoir Site Improvements									
F & P Total	\$ 68,368	\$ -	\$ -	\$ -					
Capital Improvement Projects - Total	\$ 1,854,818	\$ 1,258,350	\$ 2,584,300	\$ 3,842,650	\$ 1,431,079	\$ 2,718,771	\$ (432,200)	\$ 4,194,850	\$ 274,800

Capital Improvement Project Program FY 17-18 Budget - Update 3/21/18	Recorded FY 16/17	Carryover from FY 16/17 to FY 17/18	Budget FY 17/18	Total Project Budget FY 17/18 with FY 16/17 Carryover	Cost to date 7/1/17 - 2/28/18	Cost Committed - 3/01/18 - 6/30/18	Cost Remaining for FY 17/18	Project Total Cost for FY 17/18	Carryover from FY 17/18 to FY 18/19
FY 17/18 Capital Improvement Project Summary									
1. Water Supply	\$ 523,485	\$ 530,040	\$ 1,185,300	\$ 1,715,340	\$ 985,670	\$ 828,402	\$ (223,732)	\$ 1,814,072	\$ 274,800
2. Water Storage	\$ 13,689	\$ 306,310	\$ 594,000	\$ 900,310	\$ 52,703	\$ 928,697	\$ (81,090)	\$ 981,400	\$ -
3. Water Distribution	\$ 1,037,336	\$ 336,000	\$ 805,000	\$ 1,141,000	\$ 379,513	\$ 913,865	\$ (152,378)	\$ 1,338,378	\$ -
4. Water Treatment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Technology	\$ 140,054	\$ 61,000	\$ -	\$ 61,000	\$ 13,193	\$ 47,807	\$ -	\$ 61,000	\$ -
6. Public Safety/Emergency Response	\$ 71,886	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -
7. Facilities & Planning	\$ 68,368	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Improvement Projects - Total	\$ 1,854,818	\$ 1,258,350	\$ 2,584,300	\$ 3,842,650	\$ 1,431,079	\$ 2,718,771	\$ (432,200)	\$ 4,194,850	\$ 274,800
Budget Shortfall							\$ (432,200)		
Well 2 Project - Transfer from MTBE Fund							\$ 500,000		
Brookhill Pipeline - Transfer from Water Reserves							\$ 75,000		
Oak Creek Rehab - Transfer from Water Reservices							\$ 90,000		
Total - Transfers							\$ 665,000		
Revised Budget Amount Remaining							\$ 232,800		

Capital Improvement Project Program FY 18-19 Budget		Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23
1. Water Supply							
A. Groundwater							
i. Well Rehabilitation							
	Well 5 Rehabilitation	\$ -					
	Well 10 Rehabilitation	\$ -					
	Well 7 Rehabilitation		\$ 75,000				
	Well 11 Rehabilitation		\$ 75,000				
	Well 14 Rehabilitation		\$ 75,000				
	Well Rehabilitation (2 Wells per year)			\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000
ii. New Wells							
	Re-Activate Well 2 - Construction	\$ 274,800					
	Well 18 (Sycamore House) - Design					\$ 175,000	
	Well 18 (Sycamore House) - Construction						\$ 1,575,000
iii. Studies							
B. Imported Water							
	Ocean View - Final	\$ -					
C. Groundwater Basin Recharge							
	Stormwater Recharge Project - Design	\$ -		\$ 150,000			
	Stormwater Recharge Project - Construction				\$ 1,500,000	\$ 1,500,000	
D. Recycled Water System							
WS Total		\$ 274,800	\$ 225,000	\$ 300,000	\$ 1,700,000	\$ 1,875,000	\$ 1,775,000
2. Water Storage							
A. Reservoir Rehabilitation							
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation							
	Oak Creek #1 & #2 - Roof/Air Vents/Recoat	\$ -					
	Markridge - Roof/Air Vents/Recoat				\$ 500,000		
	Rosemont - Roof/Air Vents/Recoat					\$ 500,000	
	Eagle Canyon - Roof/Air Vents/Recoat						\$ 600,000
ii. Concrete Reservoir Rehabilitation							
	Encinal Reservoir - Concrete Rehabilitation		\$ 175,000				
iii. Corrosion Protection							
	Cathodic Protection Inspection & Replacement			\$ 130,000			
iv. Overflow & Drain System Upgrade							
	Overflow/Drain System Assessment Study				\$ 85,000		

Capital Improvement Project Program FY 18-19 Budget	Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23
B. Reservoir Water Quality						
i. Water Mixing System						
Reservoir Water Quality & Mixing System Study						\$ 125,000
iv. Replace common inlet and outlet piping						
Reservoir Piping Technical Study (included with WQ & Mix Study)						\$ 75,000
Ocean View #2 Reservoir (Top of Ocean View) - Feasibility Study					\$ 75,000	
WS Total	\$ -	\$ 175,000	\$ 130,000	\$ 585,000	\$ 575,000	\$ 800,000
3. Water Distribution						
A. Pipeline Replacement						
3200 & 3300 Blocks of Brookhill - 1,600 LF	\$ -	\$ 640,000				
2400 & 2500 Block of Janet Lee - 1,200 LF	\$ -	\$ 480,000				
Annual Pipeline Replacement - 3,000 LF			\$1,150,000	\$1,250,000	\$1,500,000	\$1,500,000
B. New Pipelines						
C. Booster Pump System						
i. Annual Pump /Motor Replacement						
Boosters - Encinal B & C	\$ -					
Boosters - Glenwood 32 & 33		\$ 75,000				
Boosters - Paschall B			\$ 75,000			
Boosters - Booster 26 at CH				\$ 75,000		
Boosters - Ocean View B & Booster 25 at Markridge					\$ 75,000	
Annual Booster Replacement - 2 Boosters						\$ 75,000
ii. Pump Station Upgrade						
Upgrade Paschall Booster Station - Design & Construction		\$ 75,000	\$ 500,000			
Goss Canyon - New Booster Pump Station - Design & Construction				\$ 75,000	\$ 400,000	
Cresta Heights - New Booster Pump Station						\$ 75,000
iii. VFD Pump Upgrade						
iv. MCC Replacement						
MCC upgrade at Paschall - - Design & Construction		\$ 75,000	\$ 350,000			
MCC upgrade at Goss Canyon - Design & Construction				\$ 100,000	\$ 400,000	
MCC upgrade at Cresta Heights						\$ 75,000
D. Pressure Reducing Stations						
Pressure Reducing Station Preliminary Design Study					\$ 85,000	
Upgrade PRS - Zone 4 to Zone 3						\$ 100,000

Capital Improvement Project Program FY 18-19 Budget	Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23
E. Miscellaneous Projects						
i. Water Surge Control						
Rehabilitation Surge Tank at Glenwood		\$ 65,000				
Rehabilitation Surge Tank at Mills Plant			\$ 75,000			
Surge Analysis Study						\$ 150,000
ii. Street/Utility/ Meter Adjustment & Upgrade						
iii. Misc.						
Repairs to Ramsdell Mixing Station	\$ 125,000					
Mills Plant - Aeration Tower Rehabilitation			\$ 50,000			
WD Total	\$ 125,000	\$ 1,410,000	\$ 2,150,000	\$ 1,500,000	\$ 2,460,000	\$ 1,975,000
4. Water Treatment						
A. Nitrate Removal						
i. Glenwood						
Replace Ion Exchange Resin at Glenwood					\$ 500,000	
ii. Mills						
iii. Ordunio						
Replace Bio Remediation AroNite Media at Ordunio						\$ 250,000
B. Chlorine Disinfection						
New Chlorination Station at Pickens Canyon Reservoir		\$ 75,000				
Paschall - New Chlorine Analyzer		\$ 40,000				
New Chlorination Station at Markridge Reservoir			\$ 75,000			
Edmund #1 & Shields - Chlorine Analyzers				\$ 75,000		
Goss Canyon #1 & #2 - Chlorine Analyzers					\$ 75,000	
C. Convert to Chloramines						
Conversion to Chloramination Disinfection Feasibility			\$ 85,000			
D. Federal and State Regulations						
TTHM Removal - In-Tank Aeration - Shields & Edmund 2 Reservoirs		\$ 150,000				
E. Water Quality Studies						
F. MTBE Removal						
WT Total	\$ -	\$ 265,000	\$ 160,000	\$ 75,000	\$ 575,000	\$ 250,000
5. Technology						
A. Automated Meter Information (AMI) System						
B. Supervisory Control and Data Acquisition (SCADA) System						
SCADA RTU Replace - Equipment & Integration	\$ -	\$ 400,000	\$ 400,000	\$ 125,000		

Capital Improvement Project Program FY 18-19 Budget	Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23
C. Graphical Information System (GIS)						
TECH Total	\$ -	\$ 400,000	\$ 400,000	\$ 125,000	\$ -	\$ -
6. Public Safety/Emergency Response						
A. Emergency Electrical Generators						
<i>New Emergency Electrical Generator - Mills Plant</i>				\$ 150,000		
<i>New Emergency Electrical Generator - Field</i>						\$ 50,000
B. Water Storage						
<i>Ordunio - Seismic Sensors & Valve Actuators</i>		\$ 100,000				
<i>Oak Creek #1 & #2 - Seismic Sensors & Valve Actuators</i>				\$ 150,000		
<i>Encinal & Ocean View - Seismic Sensors & Valve Actuators</i>						\$ 125,000
C. Security						
D. Miscellaneous						
SF/ER Total	\$ -	\$ 100,000	\$ -	\$ 300,000	\$ -	\$ 175,000
7. Facilities & Planning						
A. Main Office						
<i>Expansion with New Roof with Solar Panels</i>			\$ 150,000			
B. Glenwood Plant						
C. Mills Plant						
D. Reservoir Site Improvements						
<i>Ocean View - Site Improvements</i>			\$ 265,000			
<i>Roof for Old Encinal - Storage Bldg</i>			\$ 150,000			
5. Misc. Properties						
6. District Planning						
F & P Total	\$ -	\$ -	\$ 565,000	\$ -	\$ -	\$ -
Capital Improvement Projects - Total	\$ 399,800	\$ 2,575,000	\$ 3,705,000	\$ 4,285,000	\$ 5,485,000	\$ 4,975,000

Capital Improvement Project Program FY 18-19 Budget	Carryover from FY 17/18	Budget FY 18/19	Forecast FY 19/20	Forecast FY 20/21	Forecast FY 21/22	Forecast FY 22/23
FY 18/19 Capital Improvement Project Summary						
1. Water Supply	\$ 274,800	\$ 225,000	\$ 300,000	\$ 1,700,000	\$ 1,875,000	\$ 1,775,000
2. Water Storage	\$ -	\$ 175,000	\$ 130,000	\$ 585,000	\$ 575,000	\$ 800,000
3. Water Distribution	\$ 125,000	\$ 1,410,000	\$ 2,150,000	\$ 1,500,000	\$ 2,460,000	\$ 1,975,000
4. Water Treatment	\$ -	\$ 265,000	\$ 160,000	\$ 75,000	\$ 575,000	\$ 250,000
5. Technology	\$ -	\$ 400,000	\$ 400,000	\$ 125,000	\$ -	\$ -
6. Public Safety/Emergency Response	\$ -	\$ 100,000	\$ -	\$ 300,000	\$ -	\$ 175,000
7. Facilities & Planning	\$ -	\$ -	\$ 565,000	\$ -	\$ -	\$ -
Capital Improvement Projects - Total	\$ 399,800	\$ 2,575,000	\$ 3,705,000	\$ 4,285,000	\$ 5,485,000	\$ 4,975,000