

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, January 22, 2019 at 7:00 p.m.**

Posted: January 18, 2019 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.

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 January 8, 2019.
2. Ratification of disbursements for December 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. **Appeal of a High Water Bill** – Consideration and possible action to grant a request for relief from a high water bill by Earl & Velvet Ahten at 2921 Fairmount Ave.
2. **FMWD Rates, Capital Improvement Program & Reserves** – Discussion of Foothill Municipal Water District (FMWD) rates, capital improvement program and reserve policies.
3. **Rehabilitation of Well #1 and Well #7, Project E-999** – Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder, General Pump Company for Well #1 & #7 Rehabilitation at a cost of \$127,620 and establish a contingency amount of \$12,760 (10% of contract) to cover the cost of unforeseen or additional work.
4. **CVWD's 8-inch Water Main Construction on Brookhill Street, Project E-982** – Consideration and motion to authorize General Manager to amend the contract agreement with Brkich Construction for final project and unforeseen change orders that increased the overall construction cost by \$19,127.
5. **TTHM Study and Disinfection Process Upgrade, Project E-995** – Discussion and update of CVWD's TTHM study and disinfection process upgrades.

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.

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT

REGULAR MEETING, BOARD OF DIRECTORS

January 8, 2019

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Regular Meeting of December 12, 2018, a Regular Meeting was held on January 8, 2019 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
General Manager:	Nem Ochoa
Secretary-Treasurer:	Ron L. Mitchell
District Engineer:	David S. Gould
Others Present:	Mark Hass, IT Manager Wendy Holloway, Customer Service Supervisor Dennis Maxwell, Operation & Maintenance Mgr. James Lee, Finance & Accounting Manager Brook Yared, Senior Engineer Frank Colcord, FMWD Director

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Claessens, seconded by Director Tejeda and carried by a 5-0 vote that the Agenda for the Regular Meeting of January 8, 2019, be adopted as presented.

PUBLIC COMMENT – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord reported that the Board met December 17, 2018. There were no specific items to discuss, but he did ask questions requesting feedback regarding year to date water purchases by CVWD and approaching the tier two rate levels. He suggested a written proposal to take back to be agenized for more discussion on the rates. Mr. Ochoa said the General Manager from FMWD with be at the next meeting to discuss the rates and reserves. He also mentioned the MWD Colorado contingency plan, and there is a website that explains about the plan.

CONSENT CALENDAR

It was moved by Director Claessens, seconded by Director Erickson and carried by a 5-0 vote to approve the Minutes of the Regular Board meeting held on December 12, 2018.

ACTION CALENDAR

Board Committee Assignments – Director Bodnar was voted President at the December 12, 2018 Board meeting. He has assigned the Director to the following committees with no objections:

Executive Committee:	James Bodnar (Chair) Kerry Erickson
Engineering Committee:	Kerry Erickson (Chair) James Bodnar
Employee Relations Committee:	James Bodnar (Chair) Michael Claessens
Finance Committee:	Ken Putnam (Chair) Judy Tejada
Policy Committee:	Michael Claessens (Chair) Ken Putnam
Community Relations/ Water Conservation Committee	Judy Tejada (Chair) Kerry Erickson
Emergency Planning Committee:	Judy Tejada (Chair) Ken Putnam

Administrative Leave for Managers – Mr. Ochoa reported this item was presented to the Employee Relations Committee and said that currently there are two levels of administrative leave accrual in the Management Unit Terms and Conditions of Employment. The GM, Secretary-Treasurer, and District Engineer receive seven (7) days of Administrative leave, while all other members on the management team receive four (4) days. Because of expectations for these managers have changed in regards to attending meetings and events after normal work hours, the level of administrative leave accrual should change accordingly so all managers receive the same number of days. This was discussed at the Employee Relations Committee meeting and they supported this change.

Following discussion:

It was moved by Director Tejada, seconded by Director Erickson and carried by a 5-0 vote to amend Administrative Leave structure for Management Unit employees with changes as outlined by the Board.

TTHM Study and Disinfection Process Upgrades, Project E-995 – Mr. Gould updated the Board on what staff has been doing regarding operational changes. He also provided a report on the TTHM levels at the reservoirs and we are below the target line. We finalized the shop drawings for the ammonia skids and they are being ordered and should be here by early February, we sent shop drawings for the concrete vault, which have been returned, and said it will be 3 to 4 weeks before we receive them. We plan for the work

at Mills will be done in February, at Glenwood the work will be done in March, and we should complete everything with DDW in April, and a May date to be able to turn over to chloramines. Mr. Gould said that there are some additional costs for Apex for the purchase equipment and integration for SCADA for the new disinfection process.

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL

GENERAL MANAGER- Mr. Ochoa reported that the tenant at 2857 Sycamore has withdrawn his request for the renovations at the property. MWD has updated the water supply picture of the state and the Colorado River. The new storms have brought in snow pack in the Northern Sierra and they are 80 % of normal, and the Colorado River supply is 80% of normal.

Mr. Gould reported on the water production of 86.3 MG for the time period of December 1 to December 31st. The average use is 23.0% less than 2017, and 13.2% less than the 5-year average. The rainfall for December 2018 is 3.03". Total rainfall for the 2018/19 rainfall year is 6.01". Staff is meeting with consultants to finalize the conceptual plan for the Stormwater Recharge Facility Study. APTwater has submitted the testing results to DDW for Well 2 and should have approval by end of January and be online by February 2019. Staff is meeting on January 15, 2018 with UtiliWorks for the AMI. On January 16, 2019 staff is meeting with ULARA. Work has resumed at Oak Creek Reservoir.

Mr. Mitchell reported on four employees have work anniversaries in January. Joe Huerta – 33 years, Dave Spain – 32 years, David Rawlings – 7 years and James Lee – 2 years. As of January 4th, the District has gone 1,669 days without a lost time accident. He also reported on the Investment Portfolio Summary and the Director Stipend/Reimbursement report for December 2018.

ATTORNEY-Mr. Bunn reported that the Court of Appeals has decided the case of the Glendale Water & Power water rates. The issue that concerns us most is that the trial court invalidated the fire flow rates. According to Proposition 218, fire protection service is a general service that cannot be put in water rates. The Court of Appeals agreed with Glendale Water and Power water flows through fire hydrants are not available to the public. On other issues, the court held that appropriate distinction between classes of customers, being irrigation meters, residential meters, and peaking cost. What didn't pass is base cost for customers that have tiered rates. The decision is not final as both sides have an opportunity to appeal to the California Supreme Court for review. If the ruling stands, Glendale Water and Power will have to redo their residential rates.

REPORTS OF COMMITTEES

Engineering Committee – Director Erickson reported that the Committee will meet on January 17, 2019 at 9:00 a.m.

Finance Committee – Director Bodnar reported that the Committee met on December 14, 2018 and reviewed the draft FY 2017/18 Audit.

Employee Relations Committee – Director Bodnar reported that the Committee met on December 14, 2018 and discussed the District’s Proposed Organizational Structure and Administrative Leave for Managers. The Committee will meet again on January 25, 2019 at 9:00 a.m.

Policy Committee – Director Tejeda 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 had not met; however, a meeting will be scheduled as needed.

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

DIRECTORS ORAL REPORT

Director Bodnar reported that Gloria Gray was sworn in today as the first African American Chairwoman to be elected by the MWD Board. She is from West Basin and now represents the 38-member board.

Director Claessens – No Report

Director Tejeda reported she attended a Christmas open house by Senator Portantino in Glendale, and it was well attended. He collected library type books for kids. He is working with our County Supervisor to collect money for local projects. She will be attending a meeting tomorrow night at the Library from 7:00 to 9:00 p.m. on election procedures.

Director Putnam – No Report

Director Erickson - No Report

ADJOURNMENT

There being no other business to come before the Board, at 8:20 p.m. it was moved by Director Claessens, seconded by Director Tejeda and carried by a 5-0 vote that the meeting be adjourned to January 22, 2019 at 7:00 p.m.

APPROVED:

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CASH DISBURSEMENTS LIST

DECEMBER 2018



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	12/18	Los Angeles County Public Works	Excavation permit for 4925 Cecilville	535.00	
0	12/19	Southern California Edison Co.	Power purchased 12/2018	14,702.62	228.77
0	12/19	CalPERS	PERS contributions for 12/2018	24,556.94	14,691.63
38532	12/3	Dennis A. Maxwell, Jr	Health reimbursement	428.24	285.50
38533	12/11	Abe's Lock and Key	Misc keys	144.95	33.75
38534	12/11	ADS, LLC	Monthly sewer monitoring 11/2018		1,100.00
38535	12/11	Affordable Generator Services, Inc.	Main Office generator rental 11/2018	614.95	614.95
38536	12/11	Airgas USA, LLC	Monthly cylinder rental 11/2018	635.26	488.17
38537	12/11	All American Landscape Co.	Landscape maintenance 12/2018	217.50	72.50
38538	12/11	American Water Works Assoc.	Membership renewal- Raymond Dodge	78.75	26.25
38539	12/11	Ameripride Uniform Services, Inc	Uniform rentals 11/2018	844.68	281.56
38540	12/11	Apex Manufacturing Solutions	E-995 System design	4,597.50	37.50
38541	12/11	ARC	Monthly MPS billing 11/2018	718.10	239.37
38542	12/11	AT&T	Voice communications 11/2018	251.26	83.75
38543	12/11	Regino Avalos	Monthly landscaping for 11/2018	929.37	125.63
38544	12/11	Brik-Art	E-995 - Chemical pad installation @ Mills Plant	7,011.00	
38545	12/11	Burke, Williams, & Sorensen, LLP	Legal services 11/2018	110.62	36.88
38546	12/11	California Water Environment	Renewal of Collection Sys Maintenance Grade 1 - R. Dodge	87.00	
38547	12/11	Cannon	E-956 Service through 09/30/2018	9,248.10	
38548	12/11	CCS Interactive, Inc.	Monthly website hosting 12/2018	78.75	26.25
38549	12/11	Cerdant, Inc.	Network security 12/2018	206.25	68.75
38550	12/11	City of Glendale	Utility taxes pass through costs for 11/2018	4,281.24	
38551	12/11	City of Glendale Fire Dept.	Annual hazmat permit - 12/2018 to 12/2019	2,763.00	
38552	12/11	City of Glendale Water & Power	Power purchased 12/2018	32,374.82	33.30
38553	12/11	City of LA Bureau Sanitation	Sewerage facilities charge- Sept/Oct 2018		9,157.04
38554	12/11	City of Los Angeles	Capital and O & M installment		183,590.00
38555	12/11	Coastline Equipment Co.	Unit #15 - Outrigger pads	342.82	114.27
38556	12/11	Colonial Life & Accidents Ins.	Employee paid insurance 11/2018	228.67	
38557	12/11	Contractor Compliance & Mont Inc.	E-956 - Labor compliance for 10/2018	617.50	
38558	12/11	Jackie & Christian Cuesta	Refund Check	40.87	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
38559	12/11	Dataprose LLC	Printing and Postage for control 1-4 11/2018	1,524.51	1,524.51
38560	12/11	Dell Financial Services	Lease contract for 11/2018	727.71	242.57
38561	12/11	Do-it Center	Misc hardware 11/2018	577.31	228.05
38562	12/11	Essentra Components	NPT Pipe caps for 4", 8" and 12" pipe	244.71	244.70
38563	12/11	Excel Paving Company	Refund for flood meter deposit	785.94	
38564	12/11	First Choice	Coffee service plant & office - 12/2018	234.91	234.91
38565	12/11	Foothill Car Wash, Lube & Oil	Oil change for unit #34	94.32	31.43
38566	12/11	Foothill Municipal Water	Water delivery 11/2018	295,292.30	
38567	12/11	Gina Glasgow	Refund check	8.54	
38568	12/11	Glendale Adeventist Occ Med	DMV/DOT Class B license renewal physical exam - Rob Wood	45.00	15.00
38569	12/11	Grainger	E-995 - Spill containment unit; misc. shop supplies	1,290.38	88.52
38570	12/11	Gsolutionz Professional Services	Landline support 12/2018	282.12	94.04
38571	12/11	Hazen and Sawyer	E-995 - Service for 09/2018	7,805.50	
38572	12/11	Home Depot Credit Services	Misc hardware 11/2018	1,557.39	568.74
38573	12/11	Impact LA LLC	Advance payment for new copier lease	1,382.50	1,382.50
38574	12/11	Industrial Metal Supply Co	4" pipe x 6 ft long for E-982	496.68	
38575	12/11	J's Maintenance	Janitorial services 11/2018	732.00	244.00
38576	12/11	John Robinson Consulting, Inc.	E-995 services for 10/2018 & 11/2018	10,680.00	
38577	12/11	Joseph G. Pollard Co., Inc	Fire hydrant pressure gauge	89.00	88.99
38578	12/11	LJ's Access Systems, Inc.	Gate repairs @ Encinal Res & gate operator @ Glenwood	3,356.25	1,118.75
38579	12/11	McCall's Meter Sales & Service	Repair to 6" meter @ Well #5	1,240.19	
38580	12/11	Newegg, Inc.	Laptops for meter downloads	4,003.01	671.34
38581	12/11	O'Reilly Auto Parts	Misc supplies 11/2018	15.57	
38582	12/11	Office Depot - Credit Plan	Misc supplies 11/2018	169.12	56.38
38583	12/11	Paper Cuts, Inc	Paper shedding 11/2018	26.88	26.87
38584	12/11	Paveco Construction Inc	List No. 2018-19-05 Paving in various locations	7,434.92	
38585	12/11	Peerless Materials Company	Misc. shop supplies	234.72	234.71
38586	12/11	Plumbers Depot Inc	Unit #53 - Parts & labor to replace 6" suction hose on Vactor		1,352.77
38587	12/11	Ramco	Bobtail loads for 11/2018	1,350.00	
38588	12/11	Rassac Air Systems	A/C and heater maintenance - Office	266.25	88.75
38589	12/11	Royal Industrial Solutions-Chatsworth	E-995 - Various electrical parts for chloramination project	1,931.51	
38590	12/11	Sems Technologies Corp.	DigAlert-USA intergration services, asset managment and mobility	3,300.00	3,000.00
38591	12/11	Simpler Systems	Monthly maintenance 12/2018	375.00	125.00
38592	12/11	So Cal Water Utilities Assoc.	SCWUA Christmas luncheon	183.75	61.25
38593	12/11	Spectrum Business	Data communication 11/2018 Office	2,138.78	712.92
38594	12/11	Spectrum Business	Data communication 11/2018 Mills	1,717.69	572.56

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
38595	12/11	Spectrum Business	Data communication 11/2018 Glenwood	2,647.75	882.58
38596	12/11	St Water Resource Control Brd.	Annual permit fees	2,836.00	
38597	12/11	Staples Business Advantage	Flags for Office	84.85	84.83
38598	12/11	Star Ford	Rear brakes for Unit #48	256.20	85.39
38599	12/11	Stemar Equipment & Supply Co.	E-970 - 12 x 18 plug for Oak Creek Res.; rent for 16" blower	1,178.60	
38600	12/11	Sully-Miller Contracting Co.	Minimum load charge	676.53	
38601	12/11	Judy Tejeda	Reimbursement for JPIA Conference 11/25-28/18	519.51	173.16
38602	12/11	The Gas Company	Gas purchased 11/2018 Mills house	82.80	27.60
38603	12/11	Toro's Lawnmower & Garden	Misc. supplies 11/2018	35.43	27.77
38604	12/11	Trench Shoring Company	E-995 - Trench shoring box rental	2,413.00	
38605	12/11	Underground Service Alert/SC	Underground notifications 11/2018	137.44	45.81
38606	12/11	Univar USA Inc	1,330 gallons of liquid bleach for Glenwood & Mills	2,622.73	
38607	12/11	UPS	Shipping charges	17.22	17.22
38608	12/11	Vulcan Materials Company	Mixed bobtail	640.00	
38609	12/11	Waste Management - Sun Valley	Disposal service for office & plant 12/2018	865.96	288.65
38610	12/11	Water Quality & Treatment Solutions, Inc.	E-995 - Services through 11/2018	26,732.61	
38611	12/11	Western Water Works	Galvanized sleeves, 8" road caps, bronze bushings for stock	953.20	
38612	12/11	Marshal Wood	Refund check	88.74	
38613	12/18	Abe's Lock and Key	New door knob & keys for map room	112.50	37.50
38614	12/18	ACWA Joint Powers Ins Authority	Group Health for 01/2019	37,982.62	24,671.92
38615	12/18	Aflac	Employee paid insurane 12/2018	1,790.23	
38616	12/18	Airgas National Carbonation	Well 2 - Carbon Dioxide tank rental - 11/2018	55.00	
38617	12/18	Airgas USA, LLC	Misc welding supplies	83.06	83.05
38618	12/18	AT&T Mobility	Cell phone service 11/08/18 to 12/07/18	1,145.67	381.88
38619	12/18	CA Utility Executive Mgmt Association	Membership renewal for 2019	750.00	250.00
38620	12/18	CV Strategies	Services through 11/2018	1,081.88	360.62
38621	12/18	Cypress Ancillary Benefits	Group Dental for 01/2019	2,252.04	1,501.36
38622	12/18	Empire Fleetwash, LLC	Monthly fleet wash - 12/2018	210.00	70.00
38623	12/18	Eurofins Eaton Analytical Inc.	Water analysis 11/2018	4,154.00	
38624	12/18	Impact LA LLC	Cost for copies - plant & office	1,009.93	1,009.93
38625	12/18	J.L. Wingert Company	Parts for pump @ chlorination station	927.29	
38626	12/18	John Lisee Pumps, Inc	Valve assembly for sump pump @ Nitrate plant	540.68	
38627	12/18	Lincoln Financial Group	Life & Disability insurance for 01/2019	952.98	635.32
38628	12/18	Logan Supply Co. Inc	Misc. shop tools	315.92	118.21
38629	12/18	Mimecast North America, Inc.	Email security - 11/2018	531.26	177.08
38630	12/18	Royal Industrial Solutions-Chatsworth	Parts to replace electric service panel at Office	408.05	132.66

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
38631	12/18	Shell	Gas purchased 12/2018	1,695.67	565.22
38632	12/18	Spectrum Business	Data Communication Mills Plant 12/2018	269.96	89.98
38633	12/18	Tri-Xecutex Corp	Security alarm monitorin Jan-Feb-Mar 2019	243.00	81.00
38634	12/18	Wells Fargo Card Services	Gould: Business lunch with Dennis Maxwell	27.22	9.08
38635	12/18	Wells Fargo Card Services	Maxwell: Wash Unit #51; pressure gauges; microwave oven for Plant; supplies for Christmas lunch & training event; door for Encinal Res., bollards	481.96	300.41
38636	12/18	Wells Fargo Card Services	Mitchell: Calpelra Conf (hotel, car rental, parking, meals) Mitchell, Lee; HEPA filter & toaster oven for Office	1,512.43	525.94
38637	12/18	Wells Fargo Card Services	Ochoa: ACWA Conf (hotel, meals), staff & business lunches	434.56	144.85
38638	12/18	Wells Fargo Card Services	Scott: Board meeting dinner; instacart subscription	128.89	37.96
38639	12/18	Western Water Works	Bronze reducing bushings for stock	990.97	
38640	12/19	Wells Fargo Card Services	Hass: Monthly recurring charges; working lunch with Sems technician; computer hardware; cell phone supplies; laptop bags	2,254.83	293.48
38641	12/20	Deloach & Associates, Inc.	Organizational Structure Assessment	3,600.00	1,200.00
38642	12/21	Full Source, LLC	Fire retardent work jeans for Raymond	88.49	29.49
38643	12/21	John Robinson Consulting, Inc.	E-995 - Reimbursement for permits from City of Glendale	3,206.00	
Subtotals				\$ 570,265.88	\$ 258,685.03
Total Disbursements for December 2018				\$ 828,950.91	
<u>Payroll Report</u>					
Directors				\$	720.00
Office Regular Payroll				\$	134,254.00
Office OT				\$	472.00
Plant Regular Payroll				\$	114,272.00
Plant OT & Standby				\$	8,261.00
Empolyer Payroll Taxes				\$	17,475.00
Payroll Service Charges				\$	382.00
Total Payroll for December 2018				\$ 275,836.00	

CRESCENTA VALLEY WATER DISTRICT BOARD OF DIRECTORS - STAFF REPORT

Action Item No.1
January 22, 2019

To: Honorable President and Members of the Board of Directors
From: Ron L. Mitchell – Secretary-Treasurer
Subject: **Appeal of a High Water Bill**

ACTION ITEM:

1. **Appeal of a High Water Bill** – Consideration and possible action to grant a request for relief from a high water bill by Earl & Velvet Ahten at 2921 Fairmount Avenue.

BACKGROUND:

Earl & Velvet Ahten are the owners of the property located at 2921 Fairmount since 1984. Their average usage for the billing August 31, 2018 period is 20 units. For the billing period of July 1, 2018 to August 31, 2018, the Ahten's consumption was for 41 billing units. The Ahtens questioned how they could use that much water when the previous 3 billing cycles, February 28, 2018, April 30, 2018 and June 30, 2018, was billed at 14 billing units each period and questioned the accuracy of the reads. Staff explained that it is not unusual for customers to use the same amount of water for two and sometimes three consecutive billing periods especially for people with lower consumption and limited outdoor watering needs.

On September 17, 2018, the customer contacted the office and requested the meter be re-read and a leak check done. The request came back with a read that was consistent with the original read for the August 31st read and showed no leaks detected. Also at that time a download was done on the meter. On September 19, 2018, the customer requested to meet with a serviceman to do another leak test. On September 20, 2018, Staff met with the customer and took a read and after 20 minutes checked the meter again and it showed no leaks. Staff provided a graph of the download information to the customer and it showed what looked like water being used constantly for several days and Mr. & Mrs. Ahten denied they left water running. They also stated that they believe we estimated their bills for the February, April, and June billing periods because the same amount of water was used each time, and still claim that the meter is not working correctly. Mrs. Ahten said she will send a letter to the General Manager and will not pay the bill.

On October 2, 2018 per the customer's request, we pulled the meter and tested it for accuracy with Mr. Ahten present to witness the test. The meter was tested with in sequence with other IPerl meters which is very important in verifying the accuracy of the test, and the test concluded that the meter was 99.25% accurate to which Mr. Ahten signed as a witness. Mr. Ahten also requested to have the meter changed, which we have done.

For the October 31, 2018 billing, with the new meter installed, the consumption used was 7 billing units. On November 15, 2018 we received an email (copy attached) from Mrs. Ahten, stating that the usage on her latest bill shows that the meter was incorrect for the previous billing period and that we need to reduce her prior bill in half, and that we need to talk to the Board, as she will not.

On October 23, 2018 staff sent a letter to the customer outlining all the steps that the District has done to verify that the billing was correct. (A copy of that letter is attached to this report). The letter also informed the customer that as a courtesy we have recalculated the bill in question and billed all consumption that was in tier 3 at tier 2 rates similar to what the Board has authorized in leak situations. This recalculation resulted in a credit of \$58.20 and was placed on their account.

Staff met with the Ahtens on November 14, 2018 and reviewed everything that the District has done to try to resolve this dispute. Staff again reviewed all steps that have been taken and informed the customer that based upon all the information, we feel the bill was correct as presented and we would not be able

to do anything more. Staff informed the Ahtens that they would need to address the Board if they felt they were due more of an adjustment. The Ahtens confirmed that they will attend the Board meeting on January 22, 2019.

RECOMMENDATION:

Staff does not find any grounds for granting any additional relief and has already recalculated the excess water usage at tier 2 rates for this account to be consistent with recent Board actions. Staff is ready to place the remaining balance on an amortization schedule for Earl and Velvet Ahten if they so choose.

Prepared and submitted by:



Ron L. Mitchell
Secretary-Treasurer

Reviewed by:



Nem Ochoa
General Manager

Attachments:

g:\management\board meeting staff reports\2018\01-22-19 board memo - relief request 2921 Fairmount.docx

Wednesday, January 9, 2019

Request for time on Agenda for Board Meeting of January 22, 2019

To the Board of Directors:

It is necessary to request time for the topic of an inaccurate and unresolved billing so that the Board will respond, not just hear (listen with no response), to our concern. We have lived at this address 34 years – with no problems, unpaid bills, etc.

Please review the following:

<u>Billing Date</u>	<u>Amount Billed</u>
2/28/18	\$174.09
4/30/18	\$174.09
6/30/18	\$174.09
8/31/18	\$464.96

The billing dated 8/31/18 for \$464.96 is incorrect. How is it possible the EXACT (to the PENNY) amount was billed for 6 months of water and suddenly it is almost 3x higher? The answer we were given is that it is not unusual. (Really? In 34 years (204 billing periods) we've never had two consecutive billing periods with the same amount, let alone three.)

So given these odd billings from CVWD, we could only reason that the meter must be broken. CVWD pulled the meter in October and tested it. Mr. Ahten was invited to witness the testing and did so. In a follow-up letter after the testing, dated 10/23/18, from Ron L Mitchell, Secretary-Treasurer CVWD, he implied that because Mr. Ahten was present for the testing he must agree, or at least can no longer object, to the 8/31/18 billing.

Not so - Mr. Ahten is Electrical Engineer with a Masters Degree, 44 years of experience, the last 14 of which were at JPL for NASA. We do NOT agree with the test results. As a matter of fact, Mr. Ahten was quite surprised to see the antiquated testing equipment which he noted was developed for mechanical testing. The meter tested was electronic (a replacement meter installed in 2014). So pointing to the testing of the meter and projecting that since he witnessed it we would have to accept the bill, is wrong.

Lastly, the billing of 10/31/18 with the newly replaced meter (usage from 9/1/18 to 10/31/18 *the height of summer*) was \$156.36.

The Board may be aware that many of its customers have lately been shocked by their bills also. While we cannot speak for them, we have read their posts and empathized with their billing problems through a local website.

The Board is obligated to run this utility in accordance with the laws of the State of California. There must be equipment which functions accurately, Directors who respond with earnest effort to address customer issues, and forward looking management of the District. It is questionable to us whether they are living up to their obligations.

We look forward to the Board's reconsideration of the bill within the next 30 days.

Sincerely,



Earl Ahten and Velvet Ahten

RECEIVED

DEC 06 2018

CRESCENTA VALLEY
WATER DISTRICT

2:24 pm

December 4, 2018

Ron Mitchell, Secretary-Treasurer
Crescenta Valley Water District
2700 Foothill Blvd.
La Crescenta, CA 91214

Re: Billing of 8/31/18

Above referenced bill is in dispute. We are not including payment for that period with the enclosed check.

Per our conversation yesterday, we will try to get an audience with the Board next meeting...or the first one in they hold in January and hope for a satisfactory resolution to the bill.

Whether you formally put the bill back to "In Dispute" or whatever is the formal designation, is up to you. We hope you will continue to provide the courtesy thus far extended until we have resolved this matter to our mutual satisfaction.

Sincerely,

Earl R. Ahten *Velvet A Ahten*

Earl R. Ahten

Velvet A Ahten



Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214
Phone (818) 248-3925 Fax (818) 248-1659

Directors

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

Officers

Nemesiano Ochoa, P.E.
General Manager
Ron L. Mitchell
Secretary-Treasurer

October 23, 2018

Mr. Earl Ahten
2921 Fairmount Ave.
La Crescenta, CA 91214-2805

RE: Letter dated October 5, 2018

Dear Mr. Ahten,

Your letter referenced above was received and reviewed by Nem Ochoa, General Manager, and he has asked me to respond to your concerns.

You questioned the three billing periods from January 1, 2018 through June 30, 2018 and had concerns that they showed the same consumption (14,000 gallons) for each period and felt that the reading was not accurate. The District bills in 1,000 gallon increments and it is not unusual for an account to use the same amount of water as the reading dials will not move to the next billing unit until that amount of water has passed through. This was explained in your previous discussions with our Customer Service Supervisor, Wendy Holloway.

As for the August 31, 2018 billing period that shows 41,000 gallons of water used, we have checked the readings several times and the readings indicate that the billing was correct. We have downloaded the consumption data and provided this information to you. The graph shows spikes in usage that could be attributed to your watering of the tree you mentioned. The graph also shows continuous usage from September 8-10, 2018 that would indicate that a hose may have been left on for a couple of days. The ground in our community is very porous and there have been instances where there are no obvious indicators of the water on the ground.

Per your request, the District pulled the meter and tested it for accuracy. This test was witnessed by Mr. Ahten and the results show that it was accurate. We did replace the meter per your request, but the District feels that the previous meter is accurate and we stand by the readings that were witnessed.

Mr. Ochoa and I discussed your concerns and reviewed the photographs that you provided and recognize that you do try to use water wisely and have taken steps to eliminate a lot of landscaping that requires watering. As a courtesy for your efforts in conserving water, we have decided to recalculate your August billing and bill the tier 3 consumption at tier 2 rates. This results in a reduction on your bill of \$58.20 and brings that amount due down to \$406.76.

Please contact Wendy Holloway if you need to make payment arrangements for this new balance.

Sincerely,


Ron L. Mitchell, Secretary-Treasurer



USAGE HISTORY

12/03/2018 - 1:42 PM

Current Customer: 016020-000

Established On: 2/1/1985

Route # 38

Name: EARLAHTEN

Address: 2921 FAIRMOUNT

Meter #: 83766633

Meter Size: .75

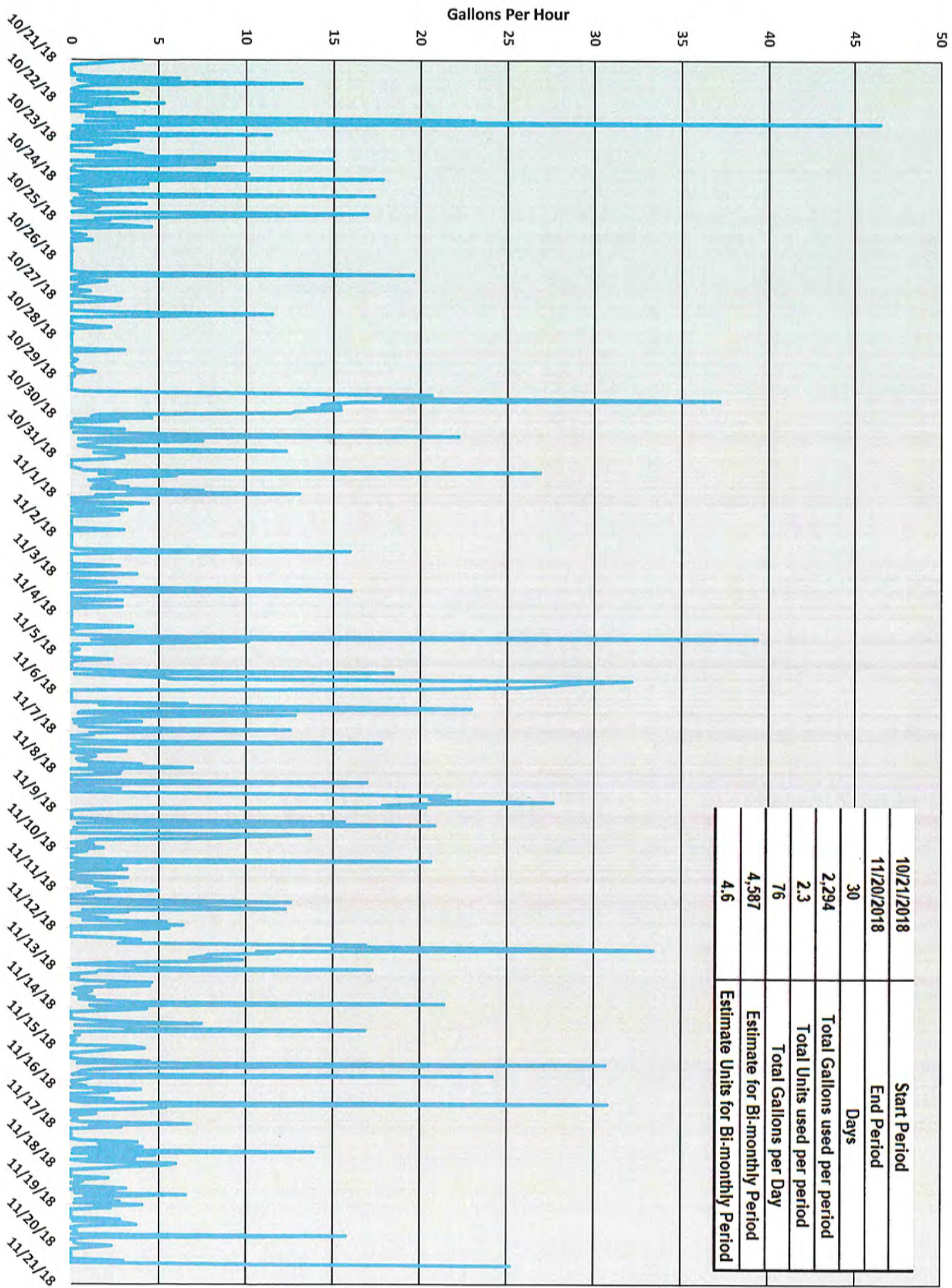
Status: A

U/M: Gallons

Meter Install Date: 10/2/2018

2018		2017		2016		2015		2014	
Jan	0	Jan	0	Jan	0	Jan	0	Jan	0
Feb	14	Feb	3	Feb	8	Feb	12	Feb	7
Mar	0	Mar	0	Mar	0	Mar	0	Mar	0
Apr	14	Apr	16	Apr	12	Apr	11	Apr	6
May	0	May	0	May	0	May	0	May	0
Jun	14	Jun	15	Jun	8	Jun	10	Jun	8
Jul	0	Jul	0	Jul	0	Jul	0	Jul	0
Aug	41	Aug	18	Aug	31	Aug	11	Aug	8
Sep	0	Sep	0	Sep	0	Sep	0	Sep	0
Oct	7	Oct	25	Oct	8	Oct	11	Oct	13
Nov	0	Nov	0	Nov	0	Nov	0	Nov	0
Dec	0	Dec	23	Dec	7	Dec	13	Dec	22

Water Use 2921 Fairmount from 10/21/18 to 11/20/18



10/21/2018	Start Period
11/20/2018	End Period
30	Days
2,294	Total Gallons used per period
2.3	Total Units used per period
76	Total Gallons per Day
4,587	Estimate for Bi-monthly Period
4.6	Estimate Units for Bi-monthly Period

Ron Mitchell

From: Velvet Ahten <velvetahten@gmail.com>
Sent: Tuesday, November 20, 2018 12:27 PM
To: Ron Mitchell
Cc: Wendy Holloway; Nem Ochoa; TomBunn@lagerlof.com; Bob Ahten
Subject: Re: 2921 Fairmount - AHTEN

Good morning and Happy Thanksgiving to you all:

Thank you for your response. I did expect you might continue to maintain the prior meter was fine. But the stark billing difference between the new and old meters gives leverage to our argument.. You are the experts - how can it be the old and new meters provide such dramatic differences? If I were you I'd presume we cut our usage in half and didn't water any of the plants or take showers....but that's not the case. It never occurred to us the bill would be so completely different with the new meter. Thus, we feel it is not resolved by a simple dismissal of the differences.

We would very much appreciate your providing (via email if possible) the following:

- the hour by hour, daily graph (like what we received for prior usage month of September) for month of October which is representative of usage with the new meter and corresponds to the most recent billing period.
- contact info of your board members
- identity of Tom Bunn and direct contact info

Thank you, I appreciate your prompt and courteous response and we look forward to resolving this issue. We will make the payment for the most recent billing period. And we ask for the continued Pending Status of the disputed billing for now.

Velvet Ahten and Earl Ahten

On Tue, Nov 20, 2018 at 10:01 AM Ron Mitchell <rmitchell@cvwd.com> wrote:

Good morning Mrs. Ahten,

I am pleased to hear that your consumption for the last period has been reduced to tier 1 levels. However, this does not mean that the old meter was not functioning properly as supported by the meter flow test that was conducted on October 2nd witnessed by your husband. As I mentioned in my letter of October 23rd and we discussed in our meeting

Ron Mitchell

To: Velvet Ahten
Cc: Wendy Holloway; Nem Ochoa; TomBunn@lagerlof.com
Subject: RE: 2921 Fairmount - AHTEN

Good morning Mrs. Ahten,

I am pleased to hear that your consumption for the last period has been reduced to tier 1 levels. However, this does not mean that the old meter was not functioning properly as supported by the meter flow test that was conducted on October 2nd witnessed by your husband. As I mentioned in my letter of October 23rd and we discussed in our meeting on November 14th, all readings taken during our investigation were deemed to be correct, the meter information graph supplied to you showed days of high usage, and as mentioned the meter test proved that the meter was accurately measuring the amount of water used at your property.

Based upon these facts, no additional credit will be issued for this billing. The District is still offering the courtesy adjustment of \$58.20 bringing the balance due for the August 15th billing period down to \$406.76 and this amount is now due and payable. If you would like to make payment arrangements, please contact our Customer Service Department and they will be happy to assist you.

Best regards,
Ron Mitchell

From: Wendy Holloway
Sent: Thursday, November 15, 2018 1:34 PM
To: Ron Mitchell <rmitchell@cvwd.com>; Nem Ochoa <nochoa@cvwd.com>
Subject: FW: 2921 Fairmount - AHTEN

FYI

Wendy Holloway
Customer Service Supervisor
Crescenta Valley Water District
(818) 248-3925 office
(818) 249-1659 fax

From: Velvet Ahten [<mailto:velvetahten@gmail.com>]
Sent: Thursday, November 15, 2018 12:54 PM
To: Wendy Holloway
Subject: 2921 Fairmount - AHTEN

Hi Wendy,

We have our newest water bill since the new meter was installed.

Water: \$33.81 (all Tier 1)
Water Service Charge: \$50.56
Sewer Service Charge: \$45.95
Sewer Flow Charge: \$26.04 (what is this??)

Reduce our prior bill in half. YOU talk to the Board. I'm not talking to you any more. Depending on your response to this, my attorney will be talking to you next.

Velvet

CVWD
hollw

Utility Billing
Service Request Form

10/2/2018 - 8:50 AM

Request Number: 000017-10-2018
Account Number: 016020-000

Last Updated By: hollw
On: 10/2/2018

Account Status: Active

Name: EARL R AHTEN
Billing Address: 2921 FAIRMOUNT
LA CRESCENTA, CA 91214

Home Phone: 8189577914
Business Phone:
Service Address: 2921 FAIRMOUNT

Request Date: 10/2/2018
Request Description: Pull meter and test - 2:00 pm
Service Date: 10/2/2018

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	38-0700 8/31/2018	77930050 41	 4		Ipearl	Ipearl.754	353

Location: WEST END AGAINST WALL

Comments:

pulled meter - ran test - 99.25%
- put in new meter - "cust. request."

Follow up needed? yes no

Serviced By: JO / WH

Date: 10/2/18

Time: 2:00pm

CRESCENTA VALLEY WATER DISTRICT
REQUESTED METER TEST

1. Make of Meter Sensus ipearl
2. Meter # 77930050 size 3/4"
3. Meter reading after test 0356907.17
before test 0356788.06
register total 119.11
4. High flow est at 100 gallons 0356887.34
5. Med flow test at 10 gallons 0356897.25
6. Low flow test at 10 gallons 0356907.17
7. Overall test results % fast _____ % slow 99.25
8. Tested by Jayson Ortega
Date 10/2/18
Witnessed by Kurt R. Allen

CVWD
allmm

Utility Billing
Service Request Form

9/19/2018 - 9:46 AM

Request Number: 000193-09-2018
Account Number: 016020-000

Last Updated By: allmm
On: 9/19/2018

Account Status: Active

Name: EARL R AHTEN
Billing Address: 2921 FAIRMOUNT
LA CRESCENTA, CA 91214

Home Phone: 8189577914
Business Phone:
Service Address: 2921 FAIRMOUNT

Request Date: 9/19/2018

Request Description: Check for leak and another read. - APPOINTMENT SET UP FOR 10:30 am.

Service Date: 9/20/2018

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	38-0700 8/31/2018	77930050 41	 4		Ipearl	Ipearl.754	353

Location: WEST END AGAINST WALL

0355,474.80

10/1/18
0356734.22

47520

0355478.30

velvetahnten@gmail.com

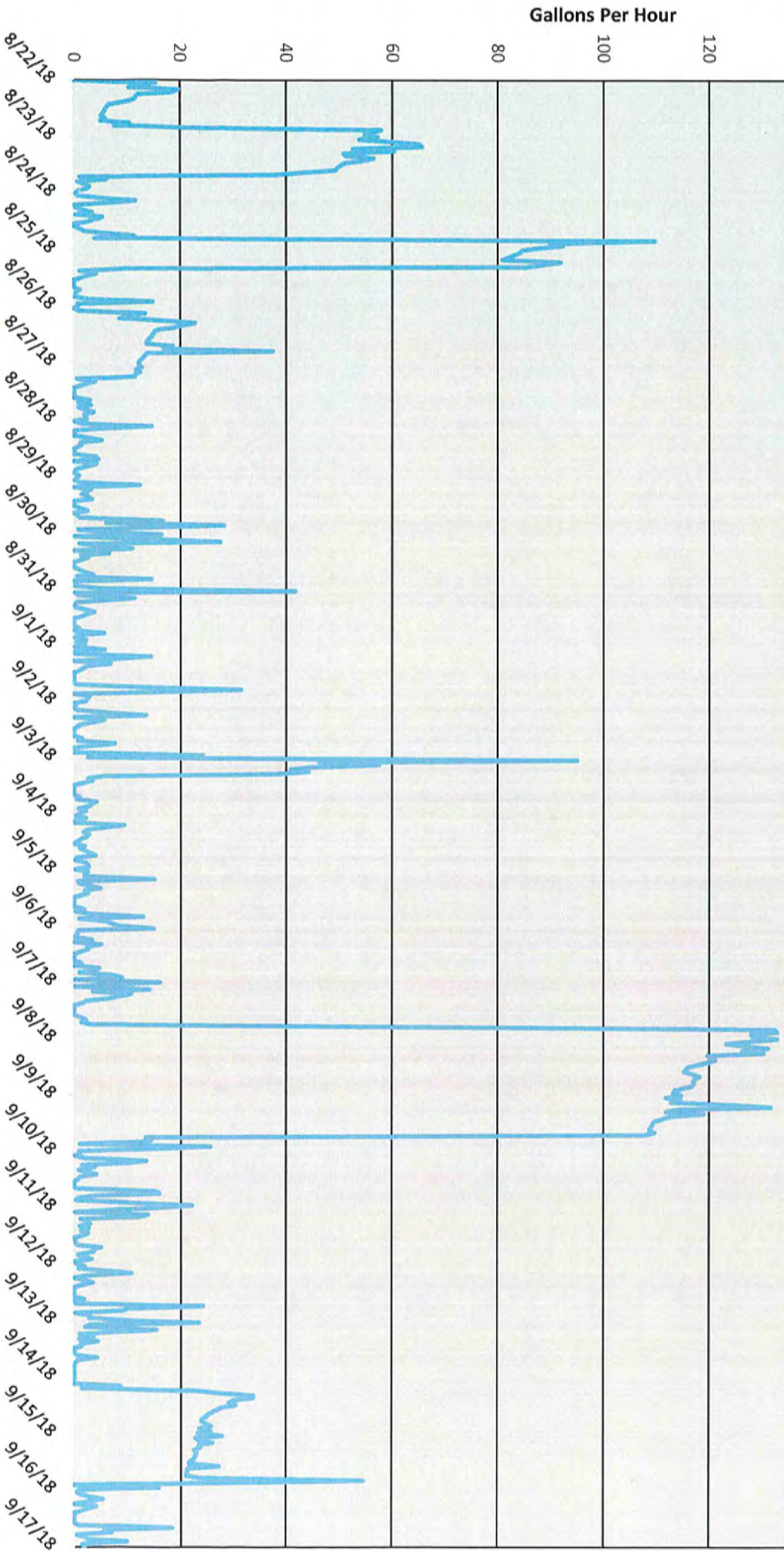
no leak

Comments:

Follow up needed? yes no Serviced By: Jarpen + Beng Date: 9/20/18 Time: _____

Water Use 2921 Fairmount from 08/22/18 to 09/17/18

8/22/2018	Start Period	
9/17/2018	End Period	
26	Days	
11,246	Total Gallons used per period	
11.2	Total Units used per period	
433	Total Gallons per Day	
25,952	Estimate for Bi-monthly Period	
26.0	Estimate Units for Bi-monthly Period	
Possible Leak	Avg. 23 gallons per hour	
	Avg. 0.3 gallons per minute	





[EARL R. AHTEN]

RECEIVED

OCT 08 2018

CRESCENTA VALLEY
WATER DISTRICT

October 5, 2018

Crescenta Valley Water District
2700 Foothill Blvd.
La Crescenta, CA 91214-3590

Re: **Account 016020-000** for

Billing periods:	Billing charge:	Usage	Usage Prior Yr
07/01/18 – 08/31/18	\$464.96	41,000 gal	18,000 gal
05/01/18 – 06/30/18	\$174.09	14,000 gal	15,000 gal
03/01/18 – 04/30/18	\$174.09	14,000 gal	16,000 gal
01/01/18 – 02/28/18	\$174.09	14,000 gal	3,000 gal

Dear Water District:

The most recent 60-day billing statement, due 10/11/18, purports we have used nearly 3x the amount of water used in the prior six months combined. Those periods are possibly in error as well since they are *precisely* the same **usage** and **cost**, to the penny, in three consecutive periods. That has never happened before for even two periods. Thus, all four of these periods, 8 months, need review.

Additionally, we have been provided the flow, hour by hour, for the 41,000 gal billing period and if I am reading it correctly, seems to indicate that at **Reset** at noon on Sept 8, we began using around 130 gal each hour well into the night, and continuing for the next day slowing to around 115 gal each hour (rounding), and continuing again on the 10th until 11:44 am when we trickled down to 13 and 14 and 12, and 25 gal each hour. We would have noticed 12,000 gal of water per day going *somewhere* each day for several days.

We are two retired people. No one else lives here. We have a 2bd 1 ba home. No pool, fountain, Jacuzzi, or other similar water feature. We have a cement and dirt backyard and side yard. We water everything by hand except for a soaker hose around a single fruit tree in the front yard, the water pattern of which is easily seen by a green watered area surrounded by yellow dead grass everywhere else. All plantings are drought tolerant... ALL.

We have had no leaks or spills. As a matter of fact, we had our plumber install new outside faucet fittings in May this year (as an upgrade, not due to leaks). The house was remodeled in 2013 and has new interior faucets as well. Nothing leaks.

Your equipment, billing system, meter reading proficiency, statistical prowess, or something, is incorrect. You have replaced the meter a few days ago, though you maintain nothing was wrong with the prior one. We appreciate the new one but are anxious to resolve this issue before the bill becomes delinquent. It is simply not accurate that we have used all that water and we await a satisfactory resolution to this bill.

Thank you –

Earl R. Ahten

Attachments 6 pages



PATIO-

Off of Family /TV room

CUTE DOG



Acct. 016020-000





BACK YARD LOOKING FROM PATIO

DIRT/ DROUGHT TOLLERANT PLANTS

CONTINUED VIEW BACKYARD

CONCRETE SIDE PATIO

Acct: 016020-000



BOTH PHOTOS: REPLACED
WATER CONTROLS

Acct #016020-000



315 E. Laurel Ave., Arcadia, CA 91006
Tel: (626) 818-2329 • (626) 358-9586

No. 1721

DATE: 5-5-00

THE ESTIMATE PRICE AND ACTUAL PRICE DOES NOT INCLUDE SALES OR OTHER TAX. EXPRESS PLUMBING SERVICES OR ITS EMPLOYEES WILL NOT BE HELD LIABLE OR RESPONSIBLE FOR ANY UNFORESEEN PARTS OR LABOR WHICH MAY BE NEEDED AFTER WORK HAS BEGUN. WRITTEN AUTHORIZATION FROM HOMEOWNER WILL BE OBTAINED BEFORE BEGINNING ADDITIONAL OR EXTENDED WORK. EXPRESS PLUMBING SERVICES OR ITS EMPLOYEES WILL NOT BE HELD LIABLE OR RESPONSIBLE FOR PRE-EXISTING DAMAGE OR DAMAGES FROM FAULTY PLUMBING. ALL SERVICES WILL BE WRITTEN AND AUTHORIZED BY HOMEOWNER PRIOR TO THE START OF WORK. HOMEOWNER FURTHER AGREES THAT ANY DISPUTE BETWEEN THE PARTIES SHALL BE LITIGATED ONLY IN THE COURTS OF THE COUNTY AND STATE IN WHICH EXPRESS PLUMBING SERVICES IS LOCATED, AND HOMEOWNER HEREBY SUBMITS TO THE JURISDICTION OF SAID COURTS TO RESOLVE ANY SUCH DISPUTE. TERMS OF PAYMENT ARE THAT PAYMENT IN FULL IS REQUIRED TO BE RECEIVED ON COMPLETION OF WORK. I AUTHORIZE EXPRESS PLUMBING SERVICES THE PERFORMANCE OF THE WORK, SUBJECT TO ALL TERMS AND CONDITIONS SET FORTH ON INVOICE X. INIT

DAMAGES ? ☒ NONE ☐ YES

IF YES, SEE SEPARATE CHECKLIST X _____ INITIALS _____

ORIGINAL
ESTIMATE \$

SIGNATURE X

ADDITIONAL WORK \$ _____ X _____ INITIALS _____

ADDITIONAL WORK \$ X INITIALS

ACTUAL TOTAL \$

SIGNATURE X.

**THANK YOU FOR GIVING US
THE OPPORTUNITY TO SERVE YOU."**

DATE: 5-5-198		SERV TECH NAME: Carlos Quintana	
BILL TO:		CROSS STREET:	
CUSTOMER NAME: BOTS Ahten		MAP:	
JOB ADDRESS: 297 Fairmount Ave		CELL #	
CITY: Los Angeles	STATE: Ca	ZIP CODE: 91714	REFERRED BY:
E-MAIL:			

DRAIN CLEANING AND PLUMBING CODES		ESTIMATE		ACTUAL	
		\$		\$	
☐ D01 KITCHEN SINK ☐ D02 LAUNDRY LINE ☐ D03 WASH BOWL ☐ D04 BATH TUB ☐ D05 SHOWER ☐ D06 TOILET ☐ D07 MAIN DRAIN ☐ D08 STORM DRAIN ☐ D09 OUTSIDE DRAIN ☐ P10 WATER HEATER ☐ P11 GARBAGE DISPOSAL ☐ P12 LEAKS ☐ P13 FAUCETS ☐ P14 SUMP PUMP ☐ P15 SEWAGE PUMP ☐ P16 HOT WATER DISPENSER ☐ D00 OTHER _____ ☐ P00 OTHER _____	NO. WORK CODE DESCRIPTION OF SERVICES AND MATERIALS	ESTIMATE \$	ESTIMATE \$	ACTUAL \$	ACTUAL \$
1.	Needed to provide 3/4" Ball Valve for House, main shut off solder type. Parts time & material			8275	
2	Needed to replace pressure relief			4125	
3	Needed to replace 3/4" Ball nose garden hose valve			595	
4	Needed to replace 1/2" other garden valve, use special tool			4125	
	SERVICE				
	MATERIALS				
	Standard Price \$670.00				
SUB TOTAL					
ESTIMATE TOTAL					
RECOMMENDATIONS:					
CAUSE OF BLOCKAGE:					
WARRANTY: 90 Days on workmanship					
Total					8475

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa, P.E. – General Manager
Subject: FMWD Rates and Charges

Action Item No. 2
January 22, 2018

ACTION ITEM:

Review and Discuss FMWD Water and Charges

Review and discuss Foothill Municipal Water District (FMWD) rates and charges.

BACKGROUND:

Crescenta Valley Water District's (CVWD's) water supply portfolio consists of local groundwater, spring water collected in mountain tunnels, and imported water sourced in Northern California and the Colorado River Basin. Currently, imported water makes up approximately 60% to 70% of CVWD's total water supply.

FMWD, a member agency of Metropolitan Water District of Southern California (MWDSC), was formed in 1952 to meet the future water supply needs of the rapidly growing foothill communities. MWDSC, formed in 1928, manages and wholesales imported water supplies to Southern California. CVWD purchases imported water from FMWD, which procures imported water from MWDSC by way of purchase order.

FMWD provides imported water to its retail agencies, including CVWD, per Resolution No. 881-0618, which describes FMWD's rates, fees, and charges required to recover operating costs and maintain level of service.

DISCUSSION:

Per the resolution, FMWD allocates a base firm demand among its retail agencies based on actual fiscal year 2001-02 firm water deliveries, amended to include replenishment sales (revised base firm demands). The amount assigned annually to each retail agency is also called their "base allocation." Table 1 shows the initial base firm demands, revised base firm demands, Tier 1 Limit, and the minimum 10-year commitment for FMWD's retail agencies.

Table 1. Annual Tier 1 Limit

	Initial Base Firm Demands (IBFD)	Revised Base Firm Demands (RBFD) (Includes Replenishment)	Annual Tier 1 Limit (90% of (RBFD)	Ten-Year Minimum Commitment (60% of IBFD)
Crescenta Valley Water District	2,393	2,393	2,154	14,360
La Cañada Irrigation District.	2,879	2,947	2,652	17,273
Las Flores Water Company	776	776	699	4,657
Lincoln Avenue Water Company	1,774	1,814	1,633	10,646
Mesa Crest Water Company	744	744	670	4,465
Rubio Cañon Land & Water Assoc.	1,038	1,038	934	6,227
Valley Water Company	2,614	3,369	3,032	15,683
Total*	12,219	13,081	11,773	73,310

* May not foot due to rounding

If a retail agency exceeds 90% of its base allocation, that agency will be billed Tier 2 rates, per Section 3-4.003d of the resolution shown below:

Customers shall pay the following rates per acre-foot for firm deliveries from the listed reservoir or main transmission line leading thereto:

Effective January 1, 2018

Tier 1 \$1,015

Tier 2 \$1,101

Effective January 1, 2019

Tier 1 \$1,050

Tier 2 \$1,136

Per the resolution, other fees and charges that may apply to imported water purchased from FMWD include:

- Capacity Charge
- Readiness-to-serve Charge
- Administrative and Operating Charge
- Capital and Rehabilitation Charge
- Power Costs

FMWD's rates and charges generally reflect those of MWDSC and provide a pass through for revenue sources required for cost recovery.

Per the cost of service report, MWDSC's Tier 2 Rate reflects additional costs associated with purchasing water transfers north of the Delta. The Tier 2 Supply Rate encourages MWDSC's member agencies to develop cost-effective local water supply and conservation. Per FMWD's resolution, regardless of whether FMWD stays within its Tier 1 allocation with MWDSC, FMWD can still assess Tier 2 rates on its retail agencies to pay for conservation and reliability projects within the FMWD service area.

Staff from FMWD will attend the board meeting to present this item and provide further information regarding this topic, including FMWD budget and reserves.

RECOMMENDATION:

Review and discuss FMWD rates, charges, budget, and reserves.

ENVIRONMENTAL REVIEW:

Not applicable

FUNDING AVAILABILITY:

Not applicable.

Submitted by:



Nem Ochoa, P.E.
General Manager

Attachments:

1. FMWD Resolution No. 881-0618

RESOLUTION NO. 881-0618

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
FOOTHILL MUNICIPAL WATER DISTRICT
AMENDING RESOLUTION NO. 643-0100
(THE ADMINISTRATIVE CODE)
AS IT RELATES TO RATES, FEES AND CHARGES
FOR WATER DELIVERIES**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FOOTHILL MUNICIPAL WATER DISTRICT as follows:

1. Purpose.

This resolution substantially revises Resolution No. 643-0100 as it relates to rates, fees and charges by the District for the delivery of water.

2. Findings.

The board of directors finds:

(a) The rates, fees and charges set forth herein are based on evidence presented to the board at a duly-noticed public hearing.

(b) The rates, fees and charges set forth herein do not exceed the reasonable cost of the service for which the rate, fee or charge has been levied.

(c) The rates, fees and charges set forth herein are reasonable and necessary to maintain service at the current level.

(d) The adoption of this resolution and the levy and collection of the rates, fees and charges set forth herein will have no significant impact on the environment.

3. Amendment.

Chapter 4 of Title 3 of Resolution No. 643-0100 is amended and reenacted to read as follows:

“CHAPTER 4. WATER RATES AND CHARGES

3-4.001 GENERAL

This Chapter sets forth the rates and charges for water delivered by the District.

3-4.002 DEFINITIONS

The following terms are defined for the purposes of this chapter:

Customer means a water district, agency, association, firm or corporation which purchases water from the District.

District means Foothill Municipal Water District.

Firm deliveries mean the direct use of water, other than groundwater, for reasonable and beneficial uses.

Replenishment deliveries mean water delivered for groundwater storage/injection under Metropolitan's Long-Term Storage Program.

Metropolitan means The Metropolitan Water District of Southern California.

Treated water means water treated by filtration and disinfection at a Metropolitan surface water treatment facility and meets drinking water standards.

3-4.003 FIRM DELIVERIES

(a) The amount of firm water the District can deliver for direct use and the price is a function of the terms under which Metropolitan delivers water to the District. Commencing with Metropolitan

deliveries occurring after January 1, 2015, the terms are set forth in a Purchase Order attached as Exhibit A.

(b) The District has allocated the base firm demand among customers based on actual fiscal year 2001-02 firm deliveries amended to include replenishment sales (revised base firm demands). The amount assigned annually to each customer by the District is called the customer's "base allocation." The following is the initial base firm demands, revised base firm demands and Tier 1 Limit in acre-feet for the District's agencies for each calendar year. In addition, the Minimum Commitment for the ten-year period is shown below:

	Initial Base Firm Demands (IBFD)	Revised Base Firm Demands (Rbfd) (Includes Replenishment)	Annual Tier 1 Limit (90% of (Rbfd)	Ten-Year Minimum Commitment (60% of IBFD)
Crescenta Valley Water District	2,393	2,393	2,154	14,360
La Cañada Irrigation District.	2,879	2,947	2,652	17,273
Las Flores Water Company	776	776	699	4,657
Lincoln Avenue Water Company	1,774	1,814	1,633	10,646
Mesa Crest Water Company	744	744	670	4,465
Rubio Cañon Land & Water Assoc.	1,038	1,038	934	6,227
Valley Water Company	2,614	3,369	3,032	15,683
Total*	12,219	13,081	11,773	73,310

*** May not foot due to rounding**

Each customer's base allocation may change if the District's initial base firm demand is changed, but the sum of the base allocations of all customers shall continue to be the same as the base firm demand assigned by Metropolitan to the District.

(c) If the District's base firm demand is changed, a customer's base allocation will change in proportion to the amount the customer contributed to the change in comparison to the total increase in the District's base firm demand. However, a customer's initial base allocation will not decrease because of increases to other agency allocations.

(d) Customers shall pay the following rates per acre-foot for firm deliveries from the listed reservoir or main transmission line leading thereto:

<u>Effective January 1, 2018</u>	
Tier 1	\$1,015
Tier 2	\$1,101
<u>Effective January 1, 2019</u>	
Tier 1	\$1,050
Tier 2	\$1,136

(e) In the month that any agency exceeds 90% of its base firm demand, that agency will be billed Tier 2 rates through its water billing system. Any surplus Tier 2 revenue collected by the District through Tier 2 charges when the District does not go into Tier 2 allocation will be used for conservation and reliability projects within the District. Average Tier 2 supply rates from MWD will be tracked to ensure that there are enough funds in the Water Resources and Conservation Fund to cover any additional payments to Metropolitan at the end of the ten-year period. Any credit from Metropolitan will go into the

Water Resources and Conservation Fund.

(f) A tracking system will be developed showing how much has been purchased and planned future purchases so that agencies may purchase water and put into storage if the minimum commitment cannot be made. If at the end of the ten-year period, the District has not purchased its minimum commitment, any charge that is assessed by Metropolitan for that obligation will be passed through proportionately to those agencies that did not purchase their minimum commitment."

3-4.004 REPLENISHMENT CHARGE

(a) The District may obtain Metropolitan water for indirect uses such as groundwater storage/injection.

(b) Customers shall pay the following rates for water delivered for Long Term Storage:

(1) Effective January 1, 2013, customers shall pay the Tier 1 or Tier 2 rate per acre-foot for replenishment deliveries, as described in section 3-4.002.

(c) Long Term Storage deliveries shall be available at Metropolitan's and the District's discretion, and may be interrupted at any time by Metropolitan or the District. District agencies shall comply with Metropolitan's adopted terms and conditions for Long Term Storage.

3-4.005 CAPACITY CHARGE

(a) Each customer shall pay a charge based on the capacity of the District's system and the capacity of the system of Metropolitan needed to serve water to the customer.

(1) After January 1, 2018, each customer shall pay \$8,364 per CFS of flow used for setting the peak rate. The capacity charge for each customer shall be paid monthly commencing January 1, 2018, as follows:

	Flows	Monthly Amount
Crescenta Valley Water District	5.4	\$ 3,764
La Canada Irrigation District	5.8	\$ 4,042
Las Flores Water Company	0.5	\$ 348
Lincoln Avenue Water Company	1.7	\$ 1,185
MCWC	1.3	\$ 906
RCLWA	-	\$ -
VWC	6.0	\$ 4,182

(2) After January 1, 2019, each customer shall pay \$8,955 per CFS of flow used for setting the peak rate. The capacity charge for each customer shall be paid monthly commencing January 1, 2019 as follows:

	Flows	Monthly Amount
Crescenta Valley Water District	4.0	\$ 3,010
La Canada Irrigation District	4.6	\$ 3,451
Las Flores Water Company	1.4	\$ 1,045
Lincoln Avenue Water Company	3.0	\$ 2,239
MCWC	0.8	\$ 581
RCLWA	-	\$ -
VWC	4.0	\$ 3,004

(b) If the capacity charge is revised by Metropolitan the revised capacity charge will be reallocated to each customer based on the capacity of the District's system and the capacity of Metropolitan's system needed to serve water to the customer on the effective date of the revision. The District will allocate the revised capacity charge to customers in proportion to their share in the revised peak twenty-four hour demand.

(c) Demands measured for the purposes of billing the capacity charge include all firm demand deliveries. Replenishment service is not included in the measurement of peak day demand for purposes of billing the capacity charge.

(d) The capacity charge shall be paid regardless of the quantity of water delivered. The capacity charge shall be in addition to and shown separate from other charges invoiced by the District.

3-4.006 READINESS-TO-SERVE (RTS) CHARGES

(a) Metropolitan has adopted Readiness-to-Serve (RTS) charges applicable to the District, based upon historic average annual water deliveries as calculated and defined by Metropolitan. A portion of the District RTS charge obligation will be met through a parcel charge imposed by Metropolitan within the District service area. However, the parcel charge is inadequate to cover the District's entire RTS charge. The District will collect the remainder of the RTS charge from customers, using the same methodology as Metropolitan.

(b)

(1) Commencing January 1, 2018, each customer shall pay the following monthly RTS charge to the District:

Crescenta Valley Water District	\$ 8,206
La Cañada Irrigation District	\$ 10,962
Las Flores Water Company	\$ 2,303
Lincoln Avenue Water Company	\$ 3,451
Mesa Crest Water Company	\$ 2,872
Rubio Cañon Land & Water Assoc.	\$ 1,351
Valley Water Company	\$ 11,561

(2) Commencing January 1, 2019, each customer shall pay the following monthly RTS charge to the District:

Crescenta Valley Water District	\$ 7,931
La Cañada Irrigation District	\$ 10,480
Las Flores Water Company	\$ 2,142
Lincoln Avenue Water Company	\$ 3,309
Mesa Crest Water Company	\$ 2,750
Rubio Cañon Land & Water Assoc.	\$ 908
Valley Water Company	\$ 11,041

(c) The monthly RTS charge shall be paid regardless of the quantity of water delivered during the month. The monthly RTS amount due shall be in addition to and shown separate from other charges invoiced by the District.

3-4.007 CAPITAL AND REHABILITATION CHARGE

(a) Each customer shall pay for a share of the District's capital and rehabilitation costs necessary to serve each customer.

(b) Commencing January 1, 2018, the monthly capital and rehabilitation fee for each customer is as follows:

Crescenta Valley Water District	\$ 17,055.42
Kinneloa Irrigation District	\$ 0.0
La Cañada Irrigation District	\$ 17,039.42
Las Flores Water Company	\$ 2,032.64
Lincoln Avenue Water Company	\$ 6,922.83
Mesa Crest Water Company	\$ 3,122.92
Rubio Cañon Land & Water Assoc.	\$ 4,414.75
Valley Water Company	\$ 7,362.40

(c) Commencing January 1, 2019, the monthly capital and rehabilitation fee for each customer is as follows:

Crescenta Valley Water District	\$ 17,055.42
Kinneloa Irrigation District	\$ 0.0
La Cañada Irrigation District	\$ 17,039.42
Las Flores Water Company	\$ 2,032.64
Lincoln Avenue Water Company	\$ 6,922.83
Mesa Crest Water Company	\$ 3,122.92
Rubio Cañon Land & Water Assoc.	\$ 4,414.75
Valley Water Company	\$ 7,362.40

3-4.008 ADMINISTRATIVE AND OPERATING CHARGES

(a) Each customer shall pay for a share of the District's administrative and operating costs attributable to the provision of water service to that customer. The customer's share is based on the ten-year average of sales, including wheeled water, groundwater transfers and surface water transfers during each fiscal year commencing July 1, 1998.

(b) The District shall bill each customer for administrative and operating costs based on the approved budget for the fiscal year commencing July 1, 2009. For each subsequent fiscal year, the billing shall commence on January 1st for the fiscal year commencing on the preceding July 1st.

(d) Commencing January 1, 2018, the monthly administrative and operating charge for each customer is as follows:

Crescenta Valley Water District	\$ 39,183.38
Kinneloa Irrigation District	\$ 708.72
La Cañada Irrigation District	\$ 48,593.41
Las Flores Water Company	\$ 11,360.03
Lincoln Avenue Water Company	\$ 28,043.27
Mesa Crest Water Company	\$ 12,536.15
Rubio Cañon Land & Water Assoc.	\$ 15,988.45
Valley Water Company	\$ 55,258.86

(c) Commencing January 1, 2019, the monthly administrative and operating charge for each customer is as follows:

Crescenta Valley Water District	\$ 41,539.08
Kinneloa Irrigation District	\$ 795.83
La Cañada Irrigation District	\$ 51,514.83
Las Flores Water Company	\$ 12,043.00
Lincoln Avenue Water Company	\$ 29,729.25
Mesa Crest Water Company	\$ 13,289.83
Rubio Cañon Land & Water Assoc.	\$ 16,949.67
Valley Water Company	\$ 58,581.00

3-4.009 POWER COSTS

Commencing January 1, 2010, each customer will be charged power costs based on the proportionate amount of energy used for delivering water to that customer compared to other customers, times the amount of the energy bill for that month or portion of month. Bills will be tendered in arrears. If an agency causes an increase in the peaking charge by a power provider, that agency will be assessed increased charges.

3-4.010 OTHER CHARGES

(a) A retail agency shall reimburse the District for the District's stranded costs as determined by the Board of Directors if the retail agency imports water from a source other than the District.

(b) Water, in excess of regular deliveries, transported or "wheeled" through the District distribution system for the benefit of a District distributing agency or agencies shall be assessed an administration charge of \$5.00 per acre-foot, plus an amount to reflect any costs to the District arising from the transporting or wheeling of water. Such water shall meet State Water Resources Control Board's Division of Drinking Water standards and approval before being introduced into Foothill's distribution system.

4. Other.

Except as provided herein, Resolution No. 643-0100 is reaffirmed and readopted.

PASSED, APPROVED AND ADOPTED on June 18, 2018.

Roll Call:

Ayes:

Noes:

President

ATTEST:

Secretary

(Seal)

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3

January 22, 2019

To: Honorable President and Members of the Board of Directors

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

Subject: Recommendation to Award Contract for the Rehabilitation of Wells 1 & 7

ACTION ITEM:

Pump Replacement and Casing Rehabilitation of Wells 1 & 7, Project E-999 – Consideration and motion to authorize the General Manager to award a contract to General Pump Company, Inc. for the rehabilitation of Wells 1 and 7 at a cost of \$127,620 and establish a contingency amount of \$12,760 (10% of contract) to cover the cost of unforeseen or additional work.

BACKGROUND:

Well 7's rehabilitation was planned as part of the FY 18/19 CIP Budget. Well 7 was last rehabilitated in 2005 with a design flow rate of 350 gpm. In 2018, Well 7 produced, on average, 175 gpm of groundwater. Staff is planning to replace the existing vertical turbine pump with a smaller submersible pump, which should operate more efficiently at the production levels we've been experiencing. This will also provide for more room in the well for column piping and water level measurement devices. Considering its long time in service, staff believes that Well 7 has the ability to regain some of its loss in production with a proper rehabilitation and a new pump installation.

Well 1 was rehabilitated and redesigned in 2013. At the time, water levels had not declined as significantly as we are seeing now. The pump and motor assembly was designed for a flow rate of 350 gpm at a time when staff believed water production rates would return to historic norms. Currently, in 24 hour service, Well 1 is able to produce between 45-50 gpm. This is a significant change in operation and a smaller pump and motor assembly would work much more efficiently. A smaller pump would also help to avoid throttling measures staff has been taking to prevent cavitation.

Staff hopes to begin work at Well 7 in early February 2019 and then proceeding to the rehabilitation work at Well 1 beginning in early April 2019. Staff estimates that the Project would be completed by the end of May 2019.

DISCUSSION:

On December 26, 2019, staff sent out a Request for Quotes to five (5) pump and well contractors for the rehabilitation of Wells 1 and 7. A mandatory pre-bid meeting was held on January 9, 2019. Contractors were provided project details and allowed access to the sites. The bid opening for the project was held on January 16, 2019 and the results are as follows:

	<u>Bidder</u>	<u>Total Bid Amount</u>
Low	General Pump Company	\$127,620
2 nd	Weber Water Services	\$151,997
3 rd	Legend Pump and Well Services	\$154,797
	Tri-County Pump	Declined to Bid

General Pump Company of San Dimas was the apparent low bidder for the project, met the requirements of SB 854 and prevailing wage compliance. Staff has reviewed submitted references. All responding references have been pleased with their work on previous related projects.

Staff has also worked with General Pump Company in the past on well and booster pump projects, and the experience working with General Pump has been positive.

The engineer's estimate was \$153,000 and the low bid was \$127,620 which is 16.8% lower than the engineer's estimate.

RECOMMENDATION:

It is staff's recommendation to award the project to the lowest responsible bidder, General Pump Company for the Pump Replacement and Casing Rehabilitation of Wells 1 & 7, Project E-999 at the price of \$127,620. In addition, establish a contingency amount of \$12,760 (10% of contract) to cover the cost of unforeseen or additional work. If approved, the work should be completed May 2019. The Engineering Committee also recommended award of the project to General Pump Company.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

Staff anticipates that Well 1 will achieve a production rate of 90 gpm and Well 7 will achieve a production rate of 220 gpm. Well 1 is projected to produce an additional 6.63 ac-ft per month, and Well 7 is projected to produce an additional 5.97 ac-ft/month. There is an approximate cost difference of \$700/ac-ft between import and local water production. CVWD would see a monthly cost savings of \$8,815, not including efficiency gains of the pump and motor assembly. The payback period for this work is estimated to be about 16 months.

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

Account Description	Amount
FY 18/19 Water Supply – Well Rehabilitation	\$150,000
Cost Estimate for Contractor	<\$127,620>
Unforeseen or additional work	<\$12,760>
Total Engineer's Cost Estimate	< \$140,380 >
Amount Remaining in Water Supply – Well Rehabilitation	\$9,620

Prepared by:



Brook Yared, P.E.
Associate Engineer

Submitted by:



David S. Gould, P.E.
District Engineer

Attachments: Bid Summary

CRESCENTA VALLEY WATER DISTRICT

Title: Pump Replacement and Casing Rehabilitation of Wells 1 & 7
 E-Job No: E-999
 Engr's Est.: \$153,000
 Proj. Manager: Brook Yared

BID LOCATION: CVWD's Main Office
 TIME: 2:00 PM
 DATE: 1/16/2018
 BY: BY CHECKED: DSG

DATE: 1/18/2019

				Engineers Estimate		General Pump Company		Weber Water Resources		Legend Pump and Well Services	
ITEM	DESCRIPTION	QUANTITY		UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Mobilization and Demobilization	1	LS	\$25,000.00	\$25,000.00	\$7,200.00	\$7,200.00	\$28,982.00	\$28,982.00	\$11,215.00	\$11,215.00
Well 7											
2	Remove Existing Pump Assembly, Line Shaft and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$4,500.00	\$4,500.00	\$4,350.00	\$4,350.00	\$4,880.00	\$4,880.00
3	Wire Brush Casing and Airlift/Bail Sediment	24	Hr	\$400.00	\$9,600.00	\$200.00	\$4,800.00	\$300.00	\$7,200.00	\$450.00	\$10,800.00
4	Chemical Treatment Using Acids and Dispersants	1	LS	\$18,000.00	\$18,000.00	\$5,950.00	\$5,950.00	\$25,273.00	\$25,273.00	\$26,600.00	\$26,600.00
5	Mechanical Development	12	Hr	\$350.00	\$4,200.00	\$750.00	\$9,000.00	\$300.00	\$3,600.00	\$485.00	\$5,820.00
6	New Submersible Pump & Motor Assembly	1	LS	\$23,000.00	\$23,000.00	\$34,400.00	\$34,400.00	\$10,145.00	\$10,145.00	\$10,892.00	\$10,892.00
7	Column Piping and Chemical Feed Tube	165	L.F.	\$30.00	\$4,950.00	\$54.00	\$8,910.00	\$22.00	\$3,630.00	\$57.39	\$9,470.00
8	Start-up and Testing	1	LS	\$1,500.00	\$1,500.00	\$4,400.00	\$4,400.00	\$4,062.00	\$4,062.00	\$1,200.00	\$1,200.00
Well 1											
9	Remove Existing Pump Assembly, Line Shaft and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$3,600.00	\$3,600.00	\$4,350.00	\$4,350.00	\$4,880.00	\$4,880.00
10	Wire Brush Casing and Airlift/Bail Sediment	20	Ea.	\$400.00	\$8,000.00	\$200.00	\$4,000.00	\$300.00	\$6,000.00	\$450.00	\$9,000.00
11	Chemical Treatment Using Acids and Dispersants	1	LS	\$15,000.00	\$15,000.00	\$4,200.00	\$4,200.00	\$25,273.00	\$25,273.00	\$30,950.00	\$30,950.00
12	Mechanical Development	12	Hr	\$350.00	\$4,200.00	\$750.00	\$9,000.00	\$300.00	\$3,600.00	\$485.00	\$5,820.00
13	New Vertical Turbine Pump & Motor Assembly	1	LS	\$18,000.00	\$18,000.00	\$14,140.00	\$14,140.00	\$14,470.00	\$14,470.00	\$11,465.00	\$11,465.00
14	Column Piping, Line Shaft and Chemical Feed Tube	160	L.F.	\$75.00	\$12,000.00	\$57.00	\$9,120.00	\$43.75	\$7,000.00	\$67.53	\$10,805.00
15	Start-up and Testing	1	LS	\$1,500.00	\$1,500.00	\$4,400.00	\$4,400.00	\$4,062.00	\$4,062.00	\$1,000.00	\$1,000.00
				Engineers Estimate	\$152,950.00	low	\$127,620.00	2nd	\$151,997.00	3rd	\$154,797.00

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Action Item No. 4
January 22, 2019

To: Honorable President and Members of the Board of Directors
From: Brook Yared, P.E. – Senior Engineer
Subject: **Amendment to Contract - Construction of 8-inch Water Main on the 2700, 3000 and 3100 blocks of Brookhill Street and the 5000 block of La Crescenta Avenue, Project E-982**

ACTION ITEM:

CVWD's 8-inch Water Main Construction on Brookhill Street, Project E-982 – Consideration and motion to authorize General Manager to amend the contract agreement with Brkich Construction for final project closeout and unforeseen change orders that increased the overall construction cost by \$19,127.

BACKGROUND:

The District's on going goal is to replace a minimum of 2,000 linear feet of pipeline that are 50 years or older per year, which was included as part of the FY 17/18 CIP budget. The pipelines that were replaced as part of E-982 are on the 2700, 3000, 3100, & 3200 Blocks of Brookhill Ave and the 5000 Block of La Crescenta Ave. These pipelines were undersized (4-inch pipe), located within the parkway, experienced numerous leaks over the last 5 years, and were installed in 1946 and 1947. The project started in March 2018 and completed in December of 2018.

DISCUSSION:

Over the course of this project, several unforeseen construction activities arose that were not part of the original contract, which resulted in additional costs that are listed below:

- Los Angeles County inspector changing backfill permit requirements after construction began (No crushed miscellaneous base allowed): Increase - \$30,070 –\$39,593 (Under negotiations)
- Waterline extension & tie-overs on the 3200 block of Brookhill to avoid the City of Glendale paving project on Pennsylvania Ave: Increase - \$45,026
- Changed 11 water services from Zone 6 to Zone 7 with new pressure regulator to avoid installation of pipeline over Quail Creek Channel and additional waterline easements: Increase - \$2,960
- Damaging to an unmarked 2-inch gas main – Increase - \$14,575 (Claim recovered from SCG)
- Unforeseen Obstructions (i.e. large rocks, abandoned storm drain culvert, other permit restrictions): Increase: \$32,761 – \$38,947 (Under negotiations)

Staff has been working with Brkich construction to review and finalize all change orders as outlined in the Contract Specifications. The total change order amount ranges from \$125,392 to \$141,100. Staff is still waiting for documentation from Brkich to finalize the change order amount.

Staff also re-designed the project and made adjustments to avoid the costly Quail Creek channel crossing and reduce the number of fire hydrants in the area while still adhering to all fire and safety regulations in order to reduce construction costs. These design changes reduced the project cost by \$33,118.

Considering the cost savings from the reduction to the scope of work, the total construction amount of the Project, originally \$742,800, has increased by \$107,982. The Board had approved a 10% contingency for the project of \$74,280, which brought the approved construction costs to \$817,080.

As shown in the table below, the final project cost comes to \$836,207, which is \$19,127 above the amount approved by the Board.

RECOMMENDATION

It is staff's recommendation to authorize the General Manager to amend the construction contract with Brkich Construction to cover the additional project costs of \$19,127 above the approved contract amount of \$817,080 to complete the project. This item was reviewed at the Engineering Committee and the Committee concurred with staff's recommendation.

FUNDING AVAILABILITY:

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

Account Description	Amount
FY 17/18 Water CIP– Water Distribution	\$760,000
Transfer funds from Water Fund Reserves	\$175,000
Revised Budget Amount	\$935,000
Contractor Cost	(\$742,800)
Unforeseen or additional work (10% contingency)	(\$74,280)
Additional costs such as material purchase by CVWD, soils engineer, engineering & inspection labor costs	(\$95,000)
Total Construction Costs	(\$912,080)
Amount Remaining in Water CIP – Distribution System	\$22,920
Contractor - Original Bid	\$742,800
Unforeseen or additional work (10% contingency)	\$74,280
Amount Approved by Board	\$817,080
Contractor - Original Bid	\$742,800
Change Order Request	\$141,100
Cost Reduction Measures (Design & Quantity Adjustment)	(\$33,118)
Southern California Gas Company Reimbursement	(\$14,575)
Revised Contract Amount	\$836,207
Request Amounted for Approval for Construction Contract	\$19,127

Prepared by:



Brook Yared, P.E.
Senior Engineer

Submitted by:



David S. Gould, P.E.
District Engineer

Attachments: None

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 5

January 22, 2019

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: TTHM Mitigation and Disinfection Process Upgrades, Project E-995

ACTION ITEM:

TTHM Mitigation and Disinfection Process Upgrades, Project E-995 - Discussion and update of CVWD's TTHM study and disinfection process upgrades

BACKGROUND:

The District uses chlorine as a disinfectant to treat drinking water. Chlorine can create disinfection by-products during treatment, known as total Trihalomethanes or TTHMs, as chlorine reacts with naturally occurring organic matter in imported water supplied by FMWD/MWD from either the Colorado River (CRW) or the State Water Project (SWP). Typically, the water supply blend for CVWD is 60% groundwater and 40% imported water. With the on-going localized drought, CVWD's water supply blend has shifted to 37% groundwater and 63% imported water. CVWD has seen a rise in the concentration of TTHMs because CVWD is using more imported water as groundwater levels have not yet recovered from the latest drought. This, coupled with additional chlorine needed for breakpoint chlorination in the system, has led to an increase in TTHMs in the distribution system.

Past Actions:

- o August 14, 2018
 - Discussion by Dr. Issam Najm of WQTS on TTHMs and Chloramines.
 - Awarded contract to WQTS for \$10,000 for initial study and evaluation.
- o August 28, 2018
 - Awarded contract to WQTS for \$99,800 for chloramine conversion, public outreach, staff and operator training, Department of Drinking Water (DDW) permitting support, development of necessary mitigation plans, and preparation of 30% design plans.
 - Awarded contract to Hazen and Sawyer for \$9,971 to perform bench testing of CVWD's source water to determine proper breakpoint chlorination and formation of TTHMs.
- o September 11, 2018
 - Staff, worked with WQTS and CV Strategies to mail out public information brochures with a list of frequently asked questions.
 - Staff posted information on website and articles in the CV Weekly and Glendale Newspress.
- o September 15, 2018 – Public Workshop at the Glenwood Plant
- o September 25, 2018
 - Authorized General Manager to select and negotiate with consultants and contractors for the installation of chloramination systems at the Glenwood and Mills Plants for \$410,000.
 - Award contract to John Robinson Consulting (JRC) for \$45,225 for contract and construction administration for the new ammonia injection system.
 - Amended contract to WQTS for \$44,240 for additional design work by Carollo Engineers.
- o October 9, 2018
 - Office & field staff trained on the nitrification and chloramines processes.
 - Carollo Engineers submitted preliminary 30% design plans for review.
- o October 23, 2018
 - Site walk at Glenwood and Mills Plants to determine location of ammonia injection skids, ammonia injection conduits, and SCADA and electrical conduits.
 - JRC prepared and sent out a request for quote for purchase of two (2) ammonia injection pump skids.

- Grace Environmental Services (Grace) provided a proposal for a system operator to assist staff during the chloramine conversion process in the distribution system.
- Site visit from Apex Manufacturing Solution (APEX), on the design and installation of SCADA equipment and integration at Glenwood and Mill Plants.
- Met with Hazen and Sawyer on design and installation of new chlorine analyzers at six (6) locations to provide additional monitoring after conversion to chloramines.
- o November 6, 2018
 - Field crews potholed the 14-inch water main at the Glenwood Plant for depth and location for the ammonia injection concrete vault.
 - Awarded contract and ordered the concrete vault from Jensen Precast for \$36,775 at the Glenwood Plant and estimated delivery is 8 – 10 weeks after approval of shop drawings.
 - Awarded contract and ordered ammonia injection pump skids from Cortech Engineering for \$29,850 and estimated delivery in 8 – 10 weeks after approval of shop drawings.
 - 30% design plans were reviewed and sent back to Carollo Engineers for final edits.
 - Awarded contract to BrikArt Construction for \$7,011 to install concrete pad at Mills Plant.
 - Awarded contract to APEX for \$47,725 for the design and integration of SCADA equipment at Glenwood and Mill Plants.
- o November 20, 2018
 - Authorized General Manager to select and negotiate with consultants and contractors for to select and negotiate with consultants and contractors for the operations and maintenance for the new chloramination systems at a cost not to exceed \$500,000.
 - BrikArt Construction completed the concrete pad at the Mills Plant.
 - Awarded contract to Hazen and Sawyer for \$53,255 for design services for the installation of six (6) new chlorine analyzers.
 - Awarded contract to Core-Rosion and ordered a 405-gal tank with level indicator sensor at Mills Plant for \$7,153.
 - Awarded contract to ValveTek Utility Services (Valvetek) to perform dead-end water main flushing for \$131,000.
 - Awarded contract to Hopkins Technical Products to upgrade seven (7) existing ProMinent chlorine analyzers for \$32,870.
 - Awarded a contract to Hach, Inc for new seven (7) new chlorine analyzers and upgrade five (5) existing chlorine analyzers for \$91,560.
- o December 12, 2018
 - Shop drawings from Cortech Engineering for the two (2) ammonia skids and from Core-Rosion for the 405-gal ammonia tank were reviewed by JRC and sent back with comments.
 - Staff provided comments on the Nitrification Monitoring & Control Plan to WQTS.
 - JRC submitted plans to Glendale Fire Department for permits for Glenwood and Mills Plants.
 - Staff met with Medora Corp to discuss installing new mixers in reservoirs to maintain chloramine residual and portable chlorine injection systems.
 - Field crews started working on upgrading/repairing blow-offs for dead-end water main flushing.
- o January 8, 2019
 - Delivery of concrete vault from Jensen Precast delayed due to shop drawing revisions and current workload at Jensen Precast. Anticipated delivery date – late March 2019.
 - Staff and WQTS met to discuss updating CVWD's water quality distribution sampling plan for submittal to DDW for approval.
 - Staff met for a kick-off meeting with Hazen and Sawyer on the design of six (6) new chlorine analyzers.
 - Glendale Fire Department determined that no permits are required for the installation of the ammonia injection system and will be issuing a refund to the permit fees.

- Field crews continued working on upgrading/repairing blow-offs for dead-end water main flushing
- Finalized shop drawings for ammonia skids with Cortech Engineering. Anticipated delivery date – mid February 2019.
- Staff purchased SCADA equipment from Royal Industrial Solutions
- Staff and APEX continue meeting on SCADA integration for the new disinfection process

DISCUSSION:

Operational Changes:

Staff continued with water system operational changes to lower the TTHM levels as shown on the attached charts. The TTHM levels shown have remained under or near the target level of 64 ug/L due to water demands decreasing and lower winter temperatures.

Construction – Chloramine Conversion:

Installation of Ammonia Injection System for Chloramine Conversion:

The following are tasks planned for the next few weeks by staff and its consultants:

- Field crews to begin installing conduit and piping at Mills Plant in early February 2019.
- JRC finalizing costs with Univar for supplying liquid ammonia sulfate in both mini-bulk deliveries for Mills Plant and in 330-gallon containers at Glenwood Plant.
- Staff and APEX to meet on the SCADA integration for the six (6) new chlorine analyzers
- Hazen and Sawyer to submit a 30% design for review at the end of January 2019 for the six (6) new chlorine analyzers.
- Staff to meet on upgrading the chlorination system at Pickens Canyon Tunnel.

Operations & Maintenance:

Water Distribution Flushing:

ValveTek has revised the scheduled to start February 11, 2019 on flushing of the dead-end water mains.

PROJECT SCHEDULE:

Project Schedule - Installation of Ammonia Injection System:

Staff has updated the project schedule based on the lead-time for the ammonia skids and the precast concrete vault provided by the vendors.

- Ammonia Tank for Mills Plant should be delivered at the end of January 2019
- Ammonia skids should be delivered around the week of February 4, 2019
- Precast concrete vault should be delivered around the week of March 25, 2019
- CVWD's crews will first work on installing the ammonia equipment at the Mills Plant, which should be completed towards the end of February 2019
- Work at Glenwood Plant will start in early March 2019 and completed by early April 2019.

Staff and its consultants are working with the Division of Drinking Water (DDW) to amend the District's permit to operate. Staff is planning to submit permit request with supporting data to DDW in late February 2019 and amendment to the permit should be completed by April 2019.

Project Schedule – Conversion to Chloramines:

Staff has reviewed the TTHMs Mitigation Option Decision Tree provided by WQTS, which set specific dates for converting to chloramines based on TTHM levels in the reservoirs. The next compliance sampling for the 2019 1st quarter is set for February 2019 and the current TTHM levels are near or below the target level of 64 ug/L. Staff believes that the TTHM levels will remain below the MCL limit of 80 ug/L during this period. Staff still has concerns that TTHM levels will rise during the summer of 2019 due to high demands, temperature and reduced groundwater. Staff is still looking at late spring 2019 to start the disinfection conversion to chloramines and the ammonia injection systems.

Preliminary Cost Estimate:

Account Description	Amount - 01/08/19	Amount - 1/22/19	Difference
Transfer from MTBE Reserve Fund (9/25/18)	\$500,000	\$500,000	\$0
Transfer from MTBE Reserve Fund - (11/20/18)	\$500,000	\$500,000	\$0
Total Estimated Cost for Project	\$1,000,000	\$1,000,000	\$0
Consultants - Planning, Design & Construction Admin			
WQTS - Planning	\$10,000	\$10,000	\$0
WQTS - Design	\$144,040	\$144,040	\$0
Hazen & Sawyer - Water Quality	\$11,970	\$11,970	\$0
John Robinson Consulting - Project Management	\$45,225	\$45,225	\$0
Grace Environmental Services (3 months part-time service) (Estimate)	\$5,000	\$5,000	\$0
Apex Manufacturing Solution - SCADA programing and integration	\$54,165	\$54,165	\$0
New Chlorine Analyzers - 6 locations - Hazen and Sawyer - Design	\$53,255	\$53,255	\$0
Public Notification - CV Strategies , Printing & Mailing	\$11,168	\$11,168	\$0
WQ Sampling - 7/1/18 to 10/30/18	\$50,124	\$50,124	\$0
WQ Sampling - 11/1/18 to 12/31/18	\$20,717	\$15,557	(\$5,160)
WQ Sampling - 1/1/19 to 5/1/19 (Estimate)	\$34,560	\$34,560	\$0
Subtotal	\$440,224	\$435,064	(\$5,160)
Construction			
Ammonia Injection Skids (2)	\$29,850	\$29,850	\$0
SCADA - Equipment (RTU's, Communication, cabinets, etc..) (Estimate)	\$16,900	\$19,700	\$2,800
Concrete Pad & Grading at Mills	\$7,011	\$7,011	\$0
Ammonia Inject Vault at Glenwood	\$36,775	\$36,775	\$0
Ammonia Tank at Mills	\$7,153	\$7,153	\$0
Static Mixer & Ammonia Injection System (Estimate)	\$11,000	\$11,000	\$0
Conduits/Wiring/Electrical Materials (Estimate)	\$6,500	\$6,500	\$0
Upgrade Chlorine Analyzers (Mills & Glenwood)	\$14,165	\$14,165	\$0
Safety - Eye Wash, Containment, etc.. (materials only) (Estimate)	\$3,200	\$3,200	\$0
On-site Welding (Estimate)	\$9,000	\$9,000	\$0
Misc (Estimate)	\$5,146	\$5,146	\$0
Subtotal	\$146,700	\$149,500	\$2,800
Operations & Maintenance			
Upgrade Chlorine Analyzers - 4 locations Equipment (Hach)	\$23,020	\$23,020	\$0
Upgrade Chlorine Analyzers - 7 locations Equipment (ProMinent)	\$32,870	\$36,372	\$3,502
New Chlorine Analyzers - 6 locations - SCADA Programing & Equipment (Estimate)	\$95,000	\$95,000	\$0
New Chlorine Analyzers - 6 locations - Equipment (HACH)	\$54,375	\$54,375	\$0
Dead-ends Water Main Flushing - Valvetek	\$131,000	\$131,000	\$0
Misc (Estimate)	\$5,245	\$5,245	\$0
Subtotal	\$341,510	\$345,012	\$3,502
Total Cost	\$928,434	\$929,576	\$1,142
Amount Remaining	\$71,566	\$70,424	

RECOMMENDATION:

It is staff's recommendation to continue with the planning, design and installation of the ammonia injection system, chlorine analyzers and site improvements to conversion to chloramines.

Prepared by:



David S. Gould, P.E.
District Engineer

Attachments:

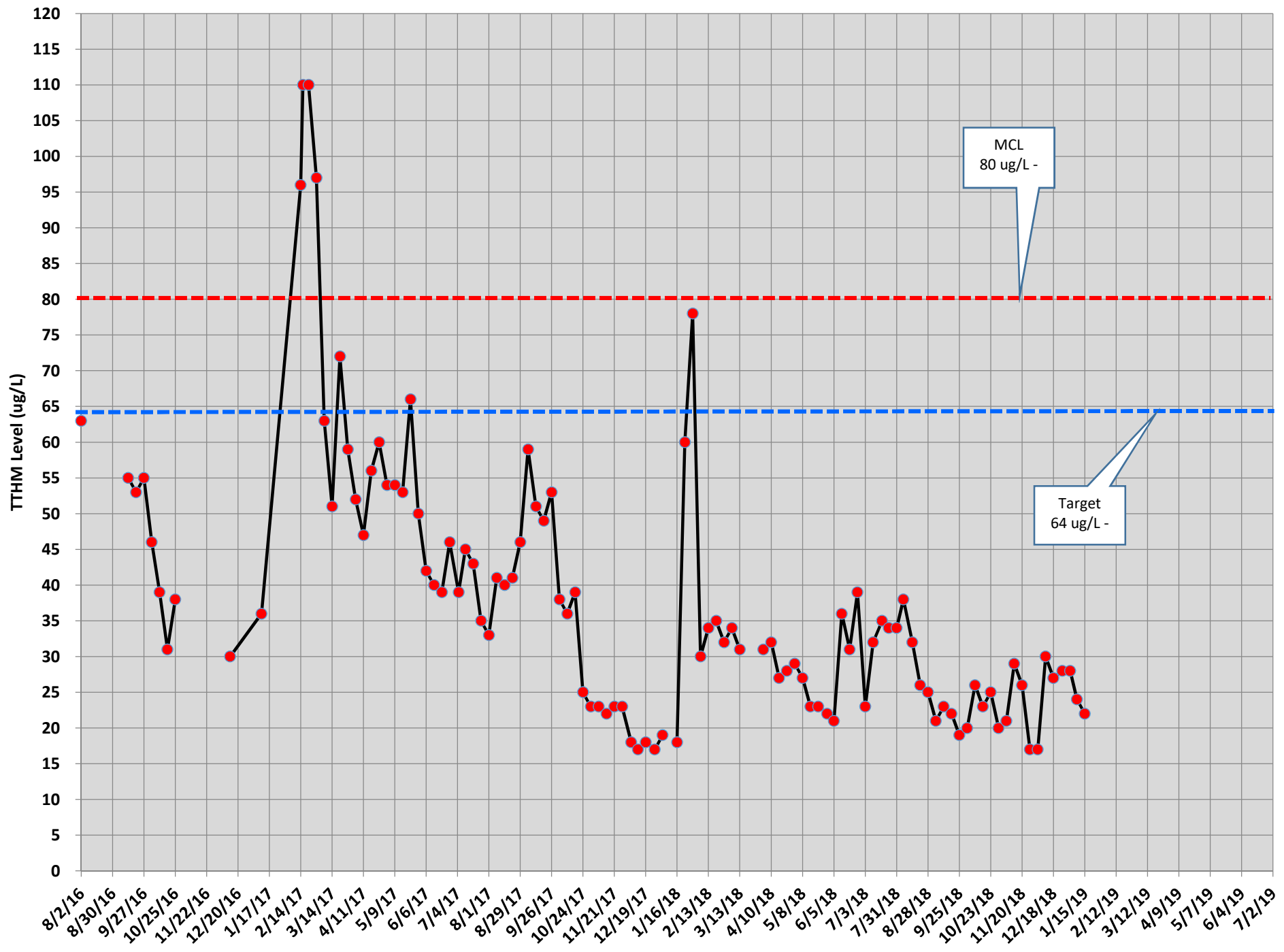
1. TTHM Charts dated 01-15-19

Submitted by:

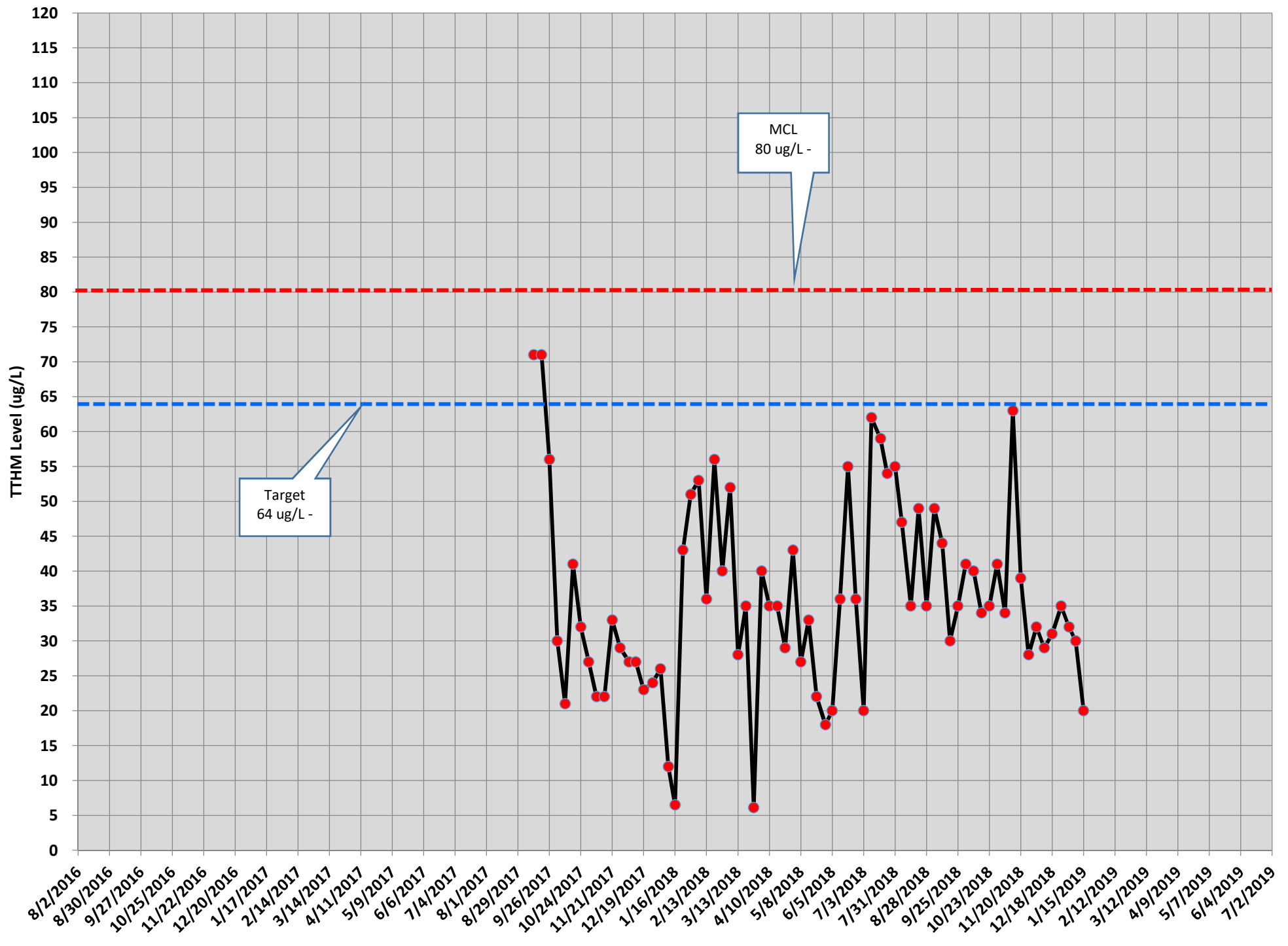


Nem Ochoa
General Manager

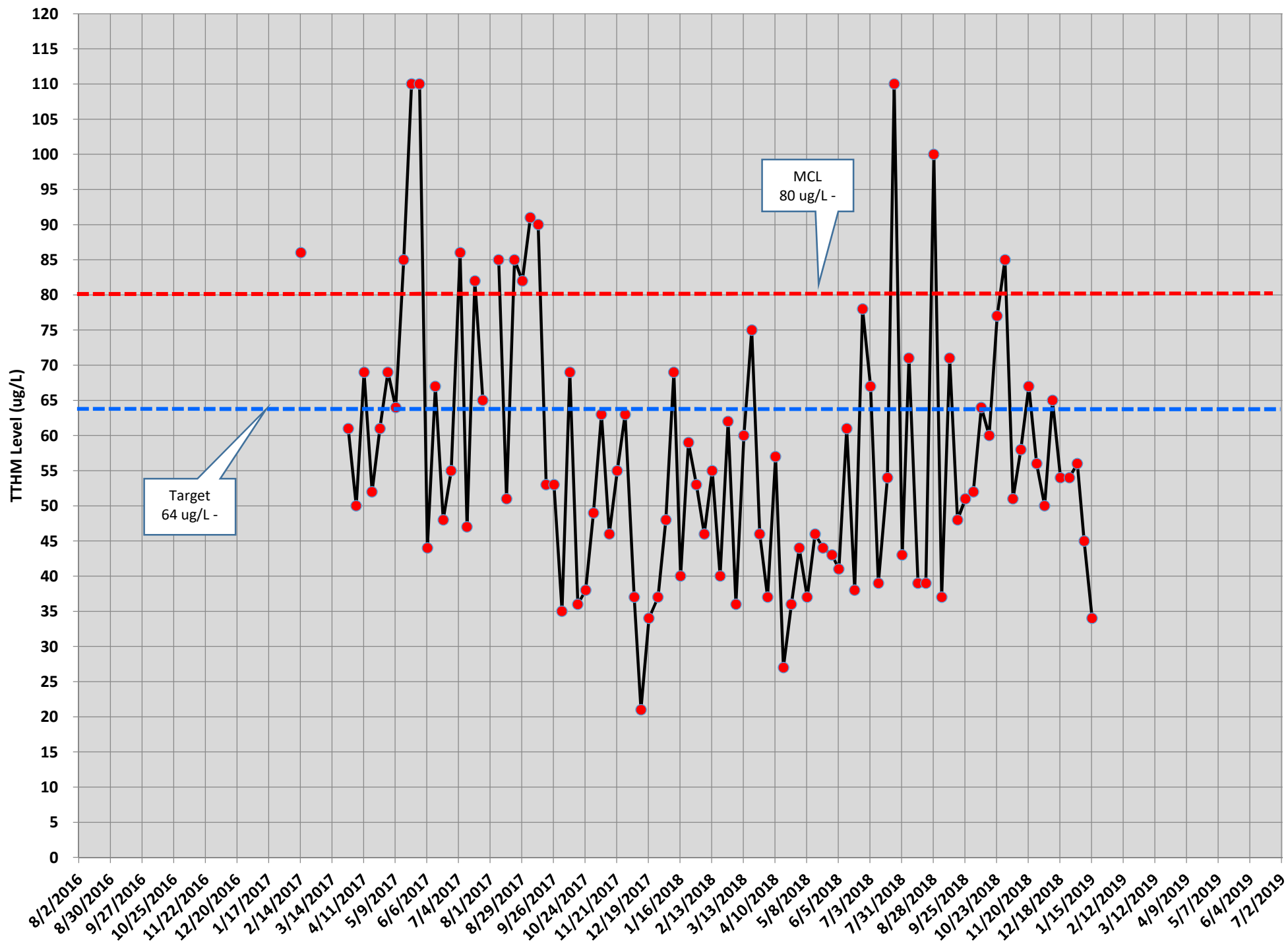
FMWD at Paschall Booster - TTHM's Levels



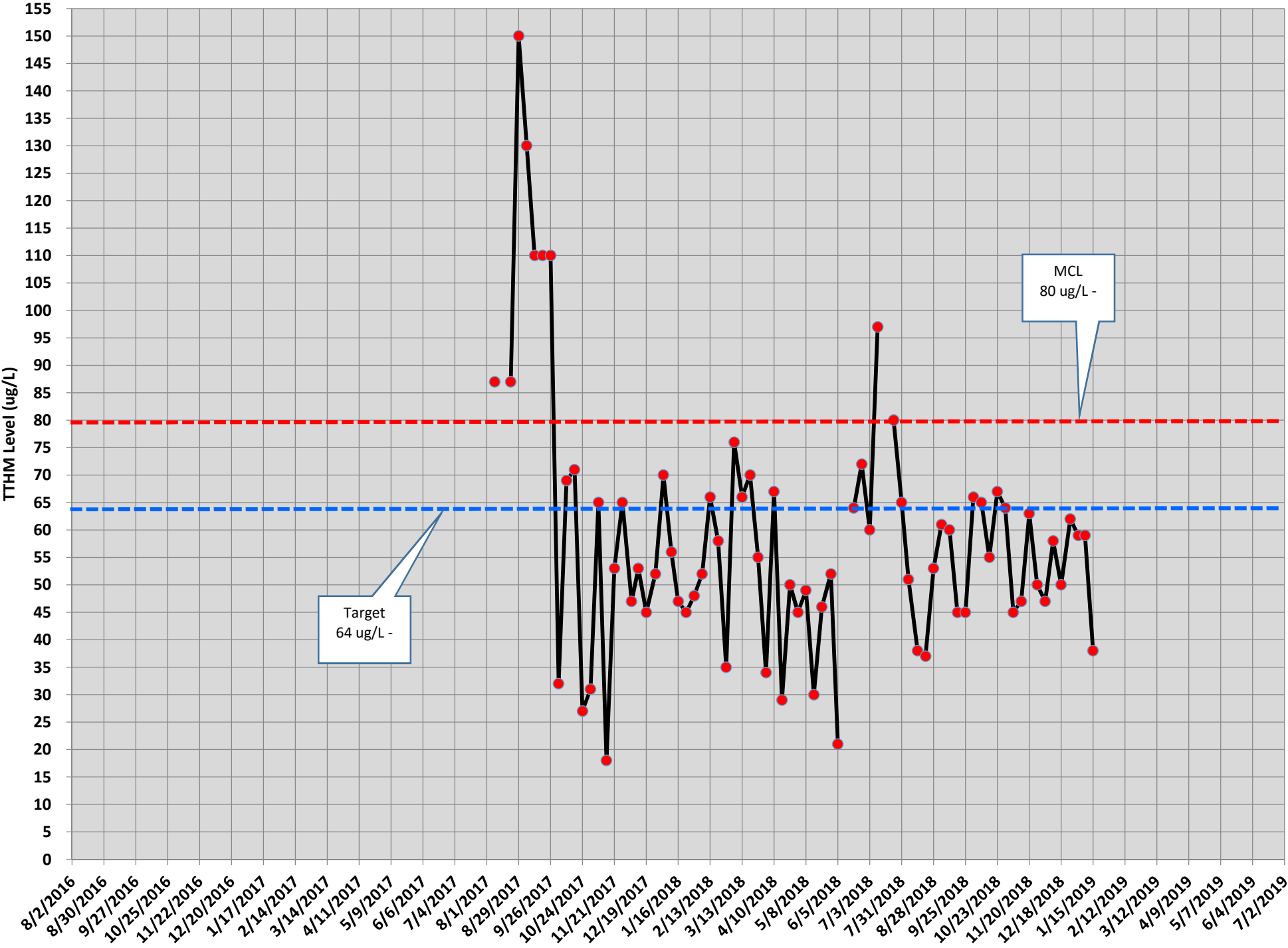
Encinal Reservoir (Zone 1) - TTHMs Levels



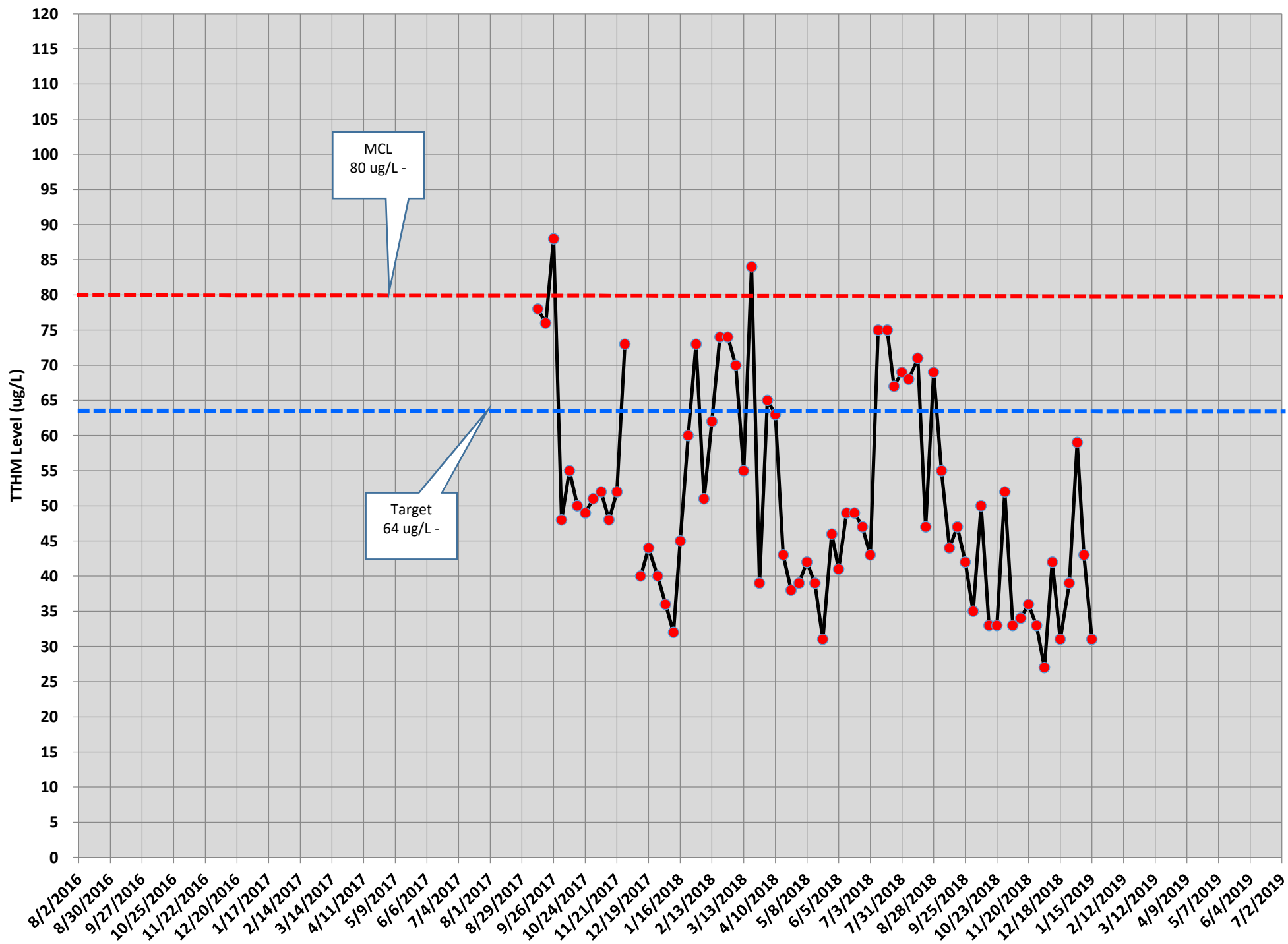
Williams Reservoir (Zone 2) - TTHMs Levels



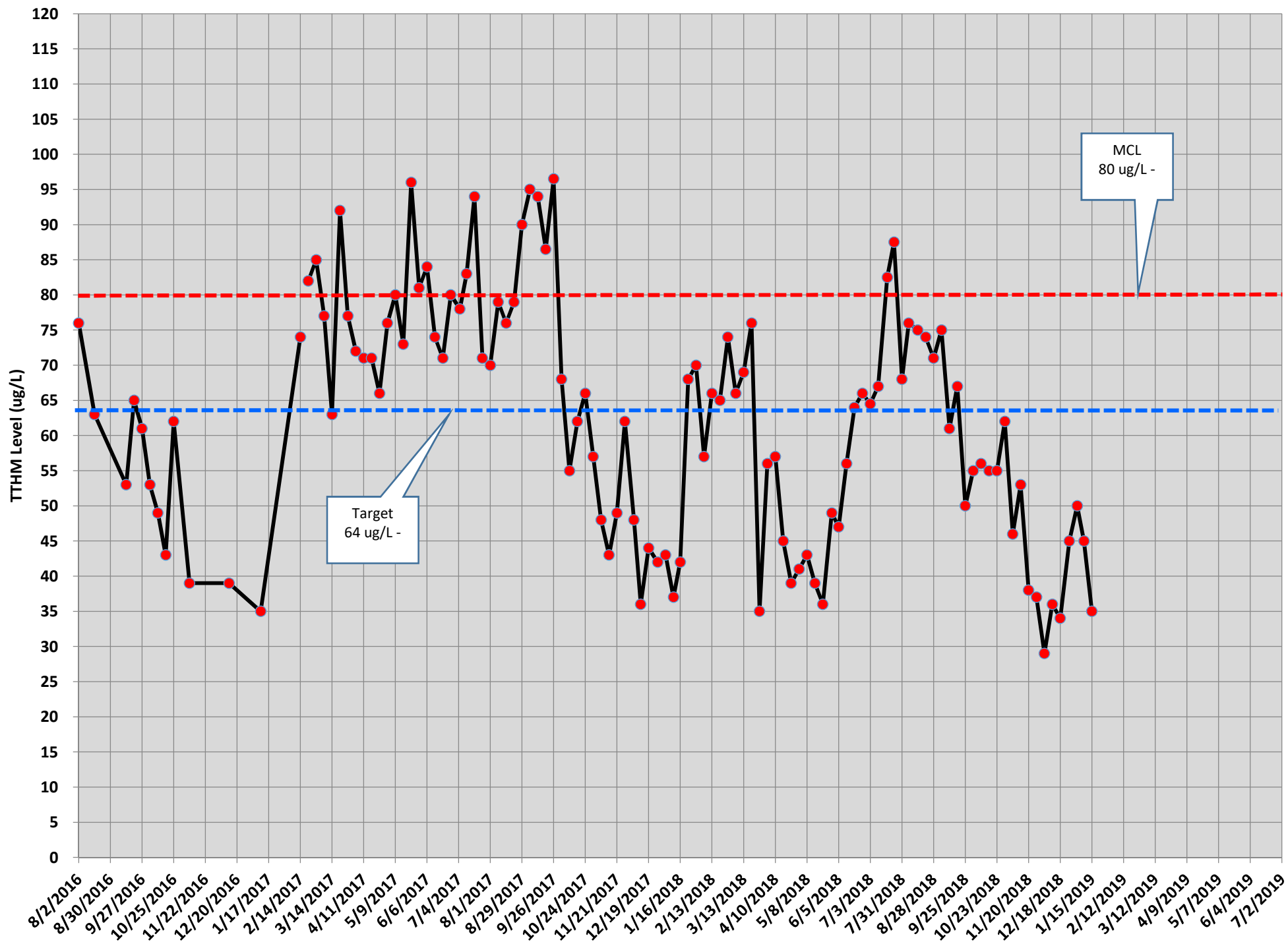
Ordunio Reservoir (Zone 2) - TTHMs Levels



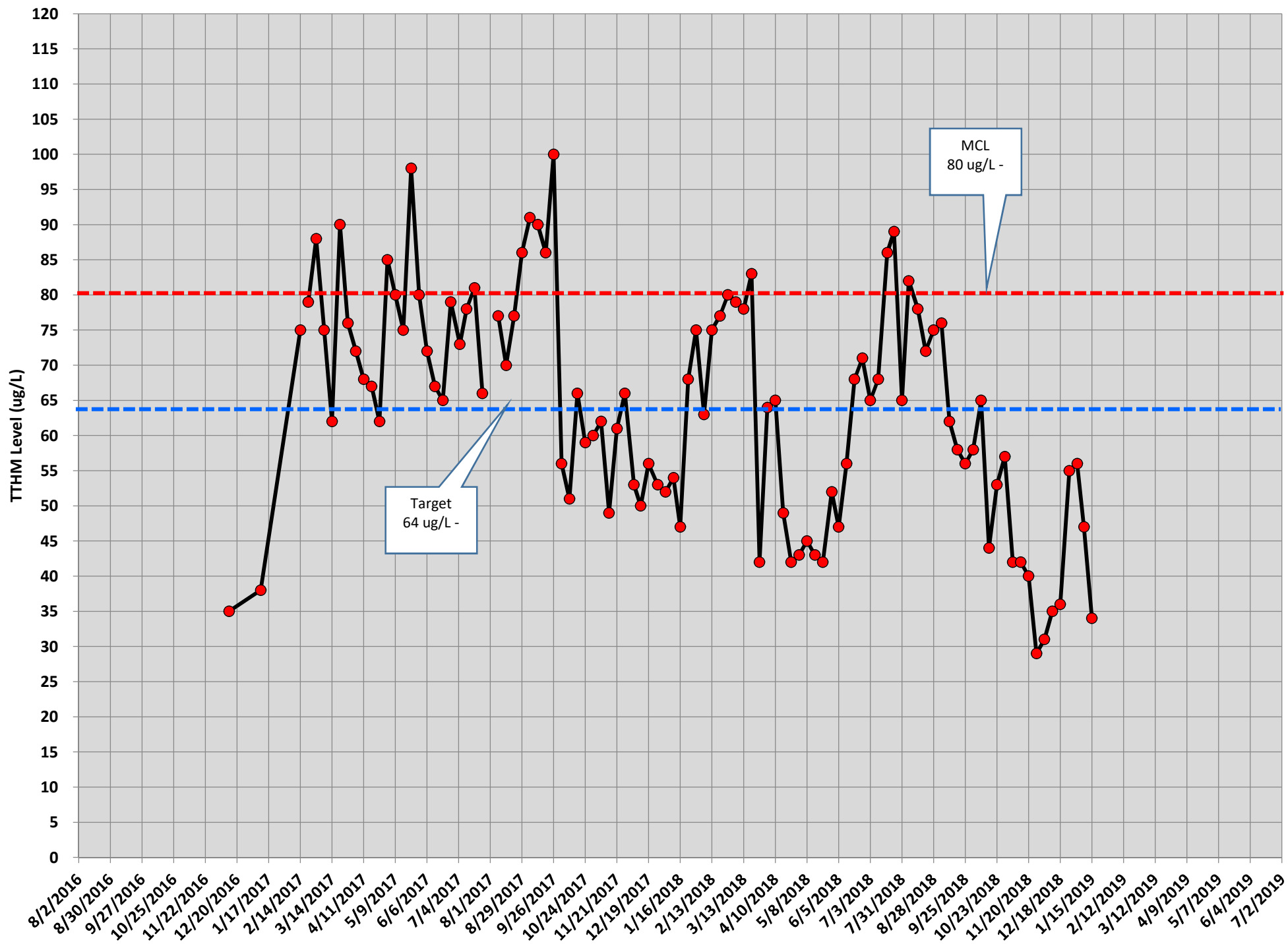
Rosemont Reservoir (Zone 3) - TTHMs Levels



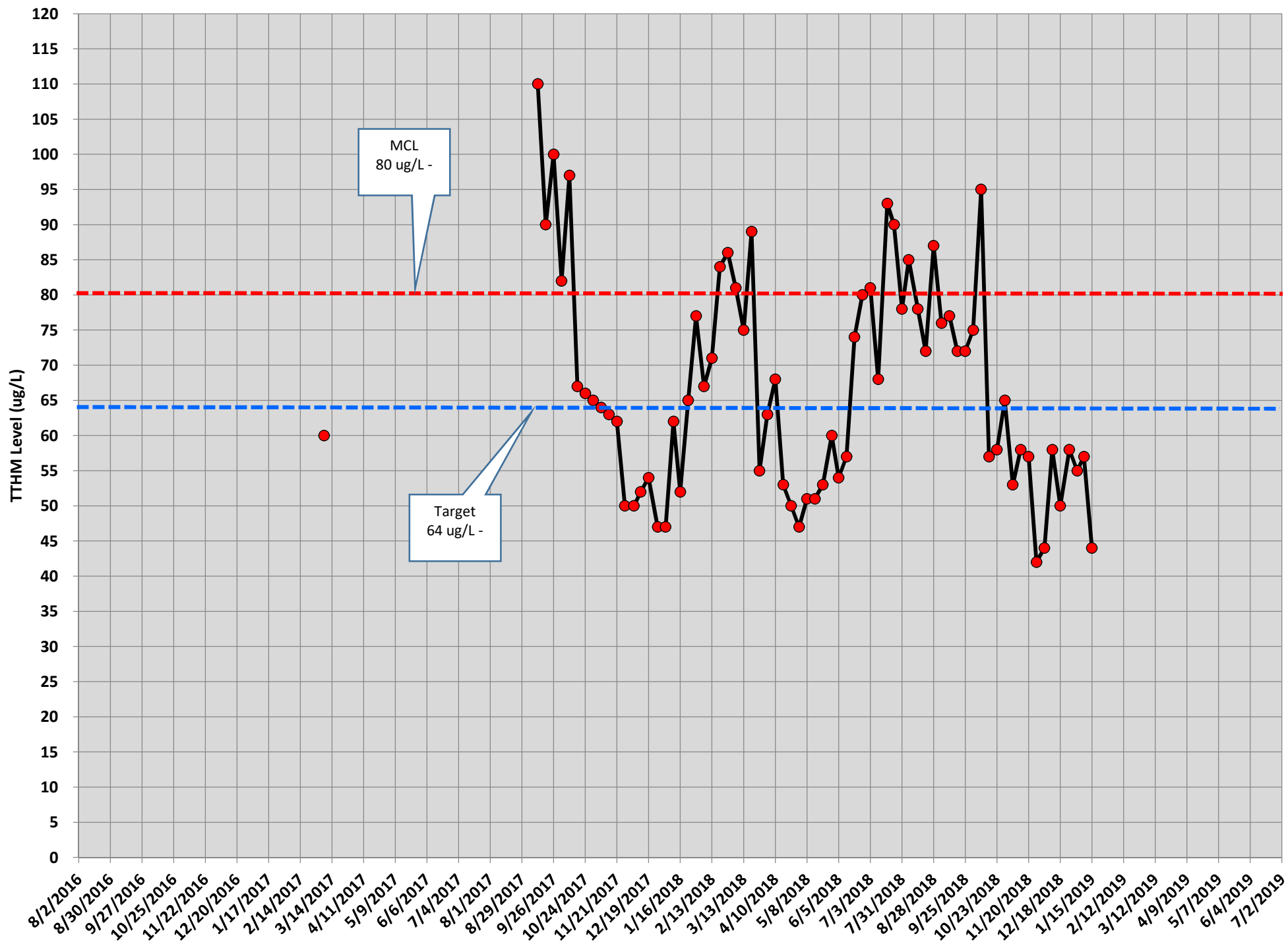
Oak Creek Reservoir (Zone 4) - TTHMs Levels



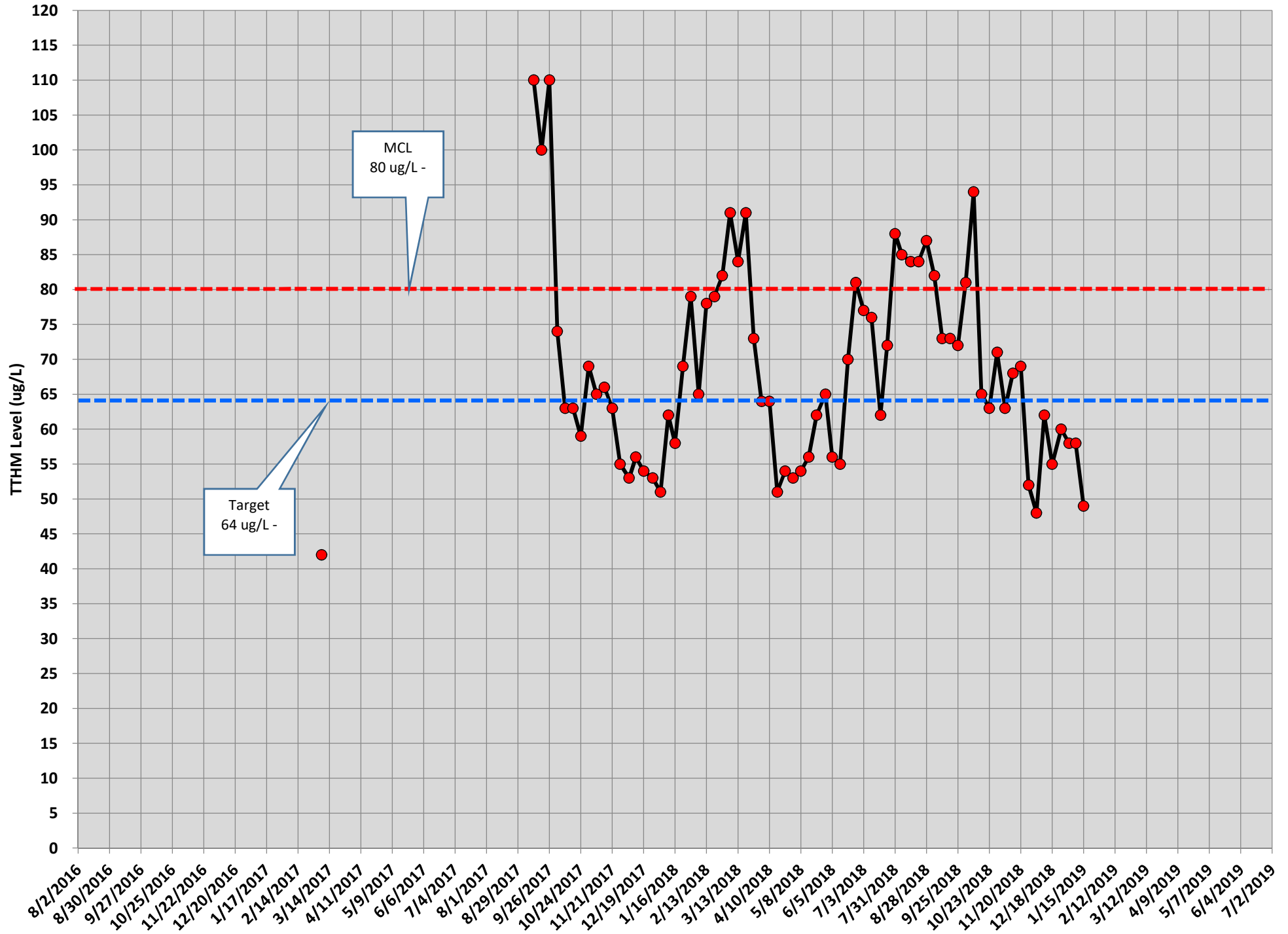
Markridge Reservoir (Zone 5) - TTHMs Levels



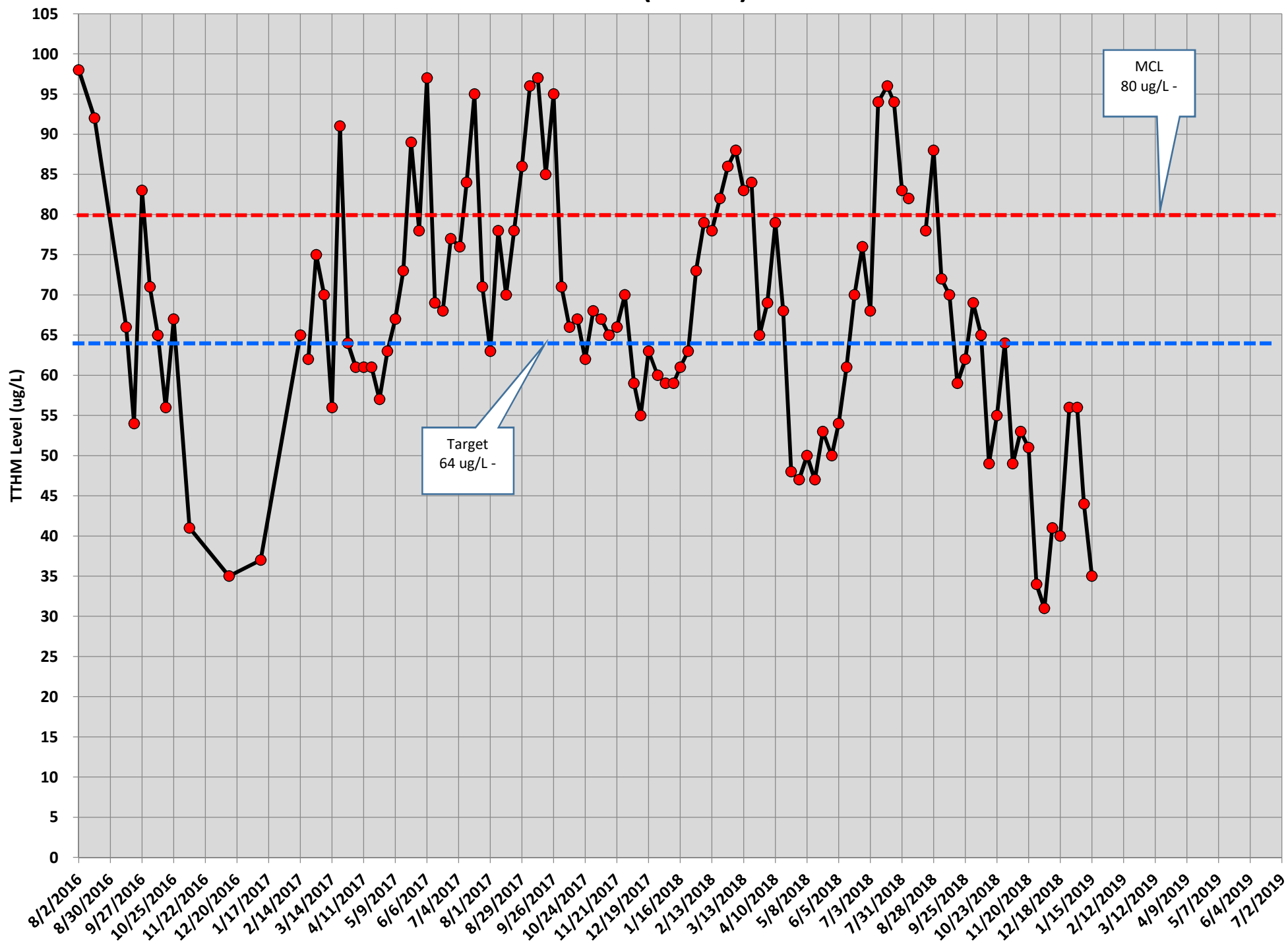
Eagle Canyon Reservoir (Zone 5) - TTHMs Levels



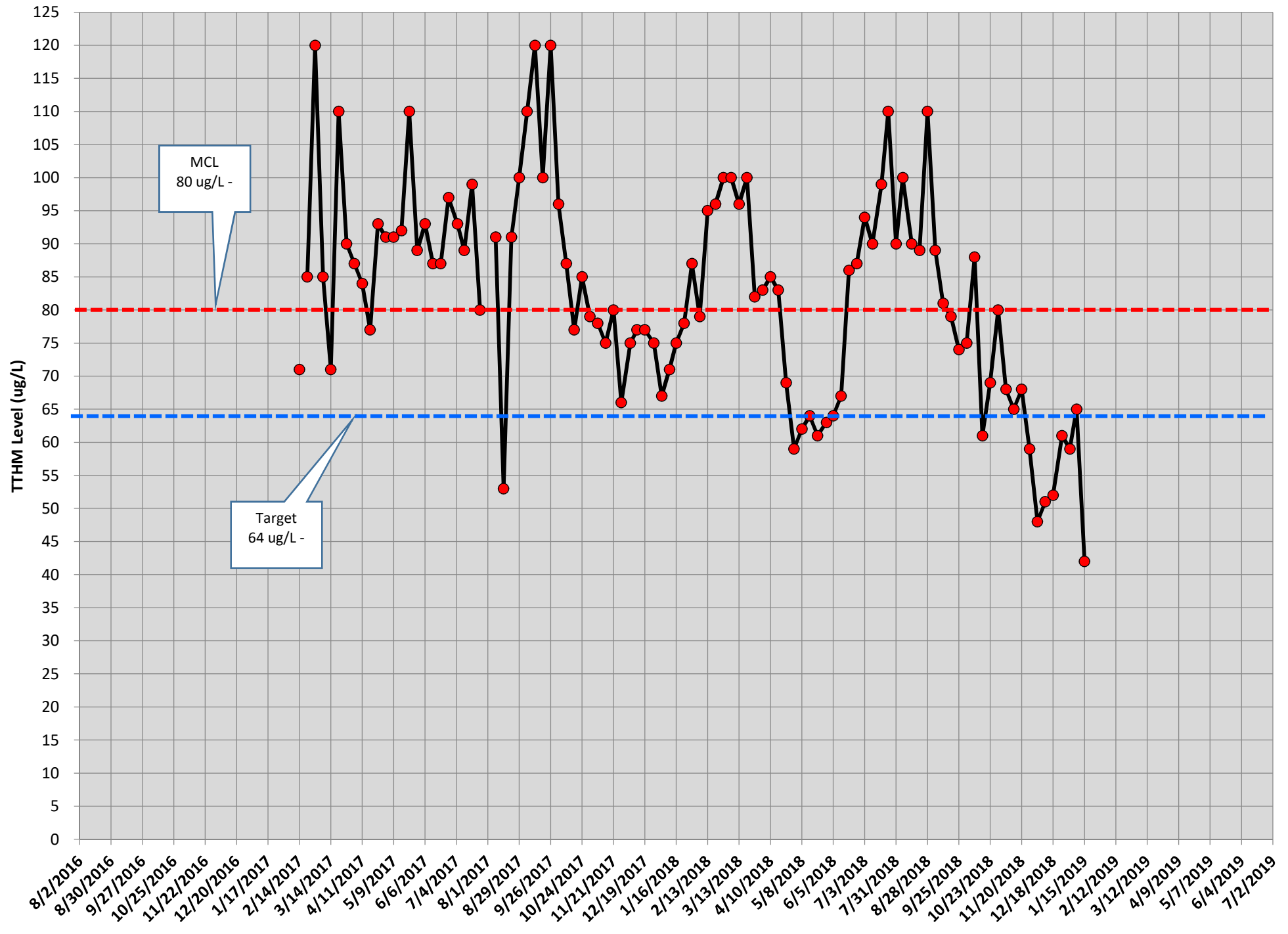
Goss Canyon Reservoir (Zone 6) - TTHMs Levels



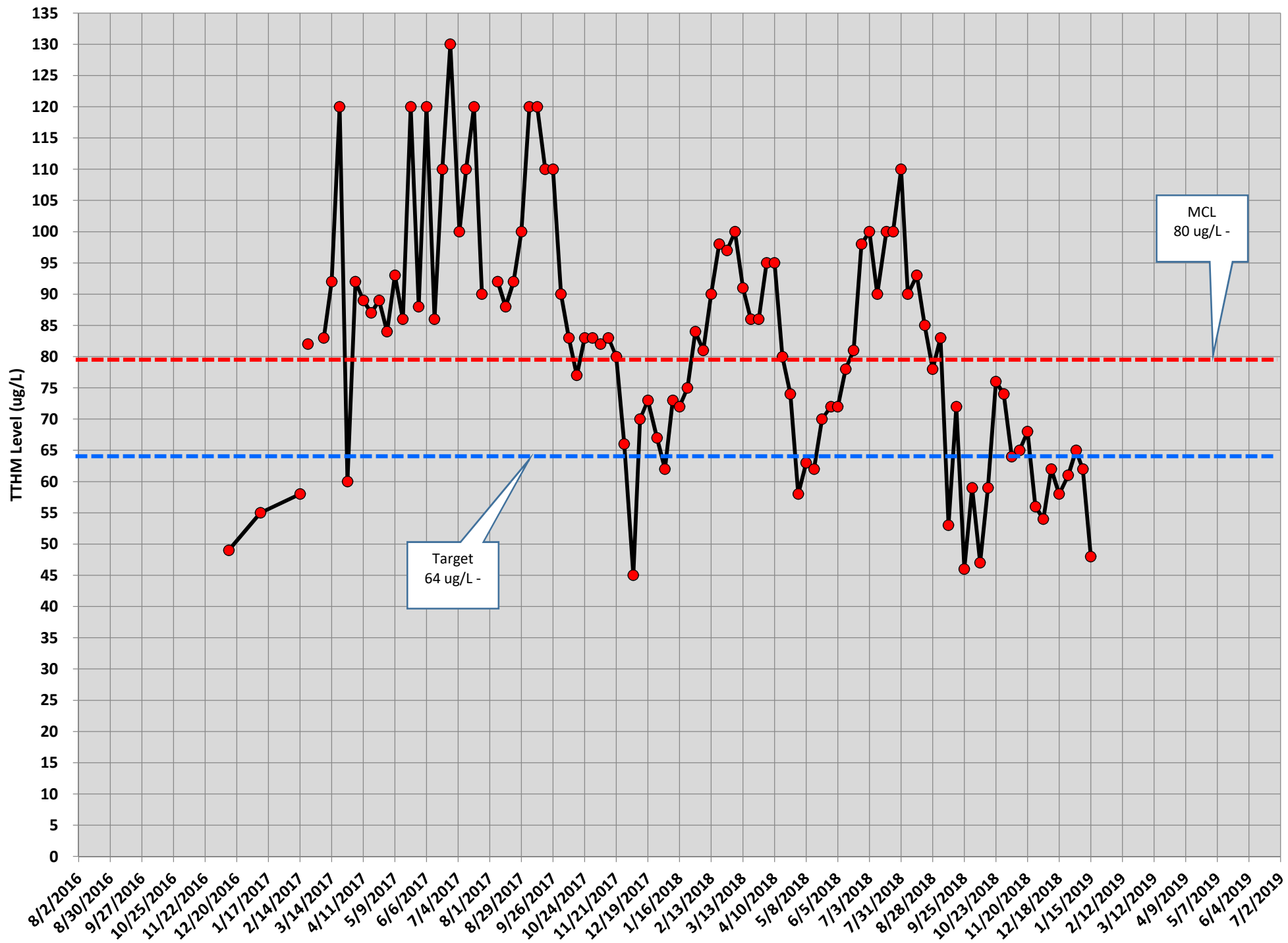
Dunsmore Reservoir (Zone 7) - TTHMs Levels



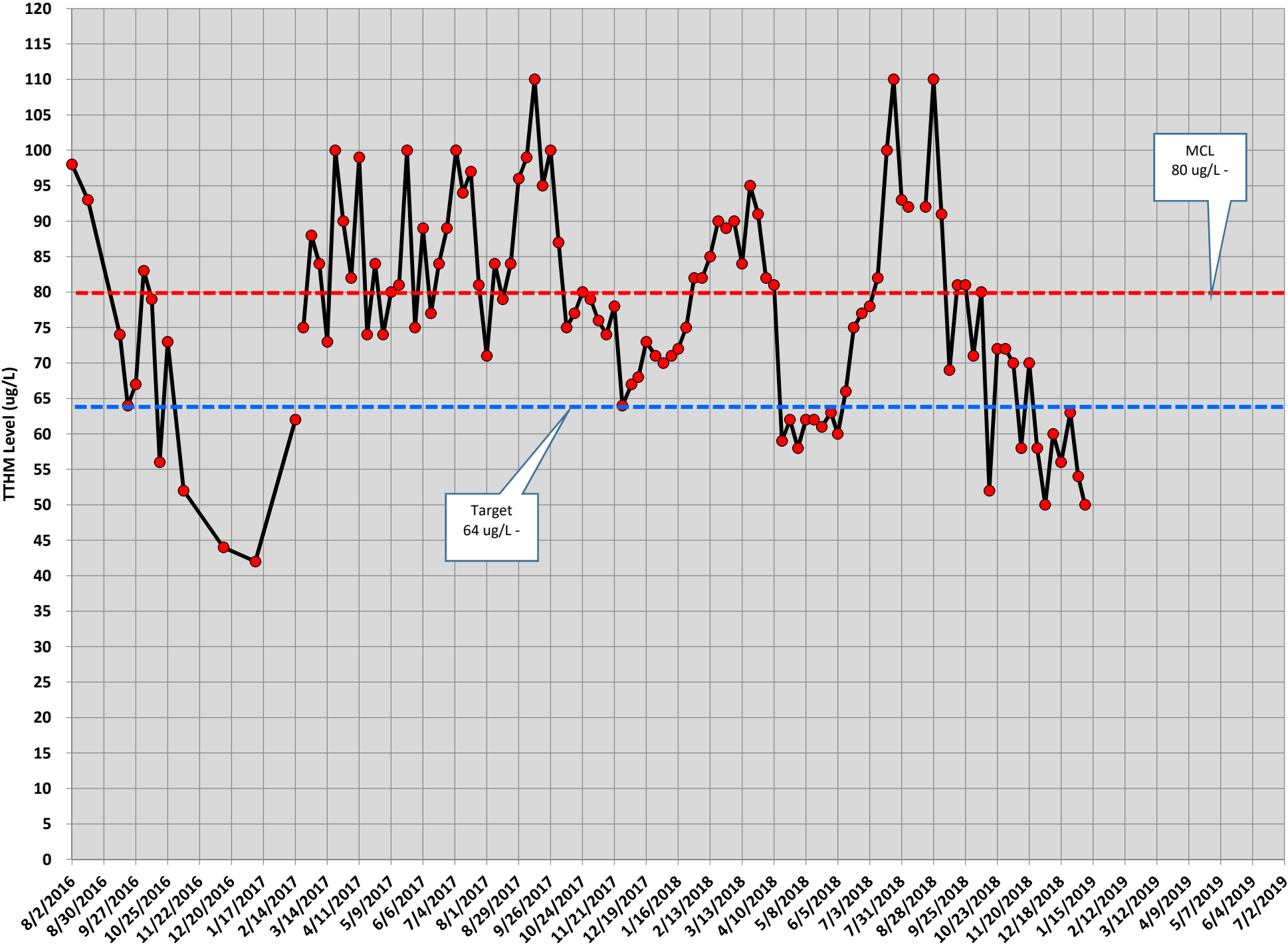
Cresta Heights Reservoir (Zone 8) - TTHMs Levels



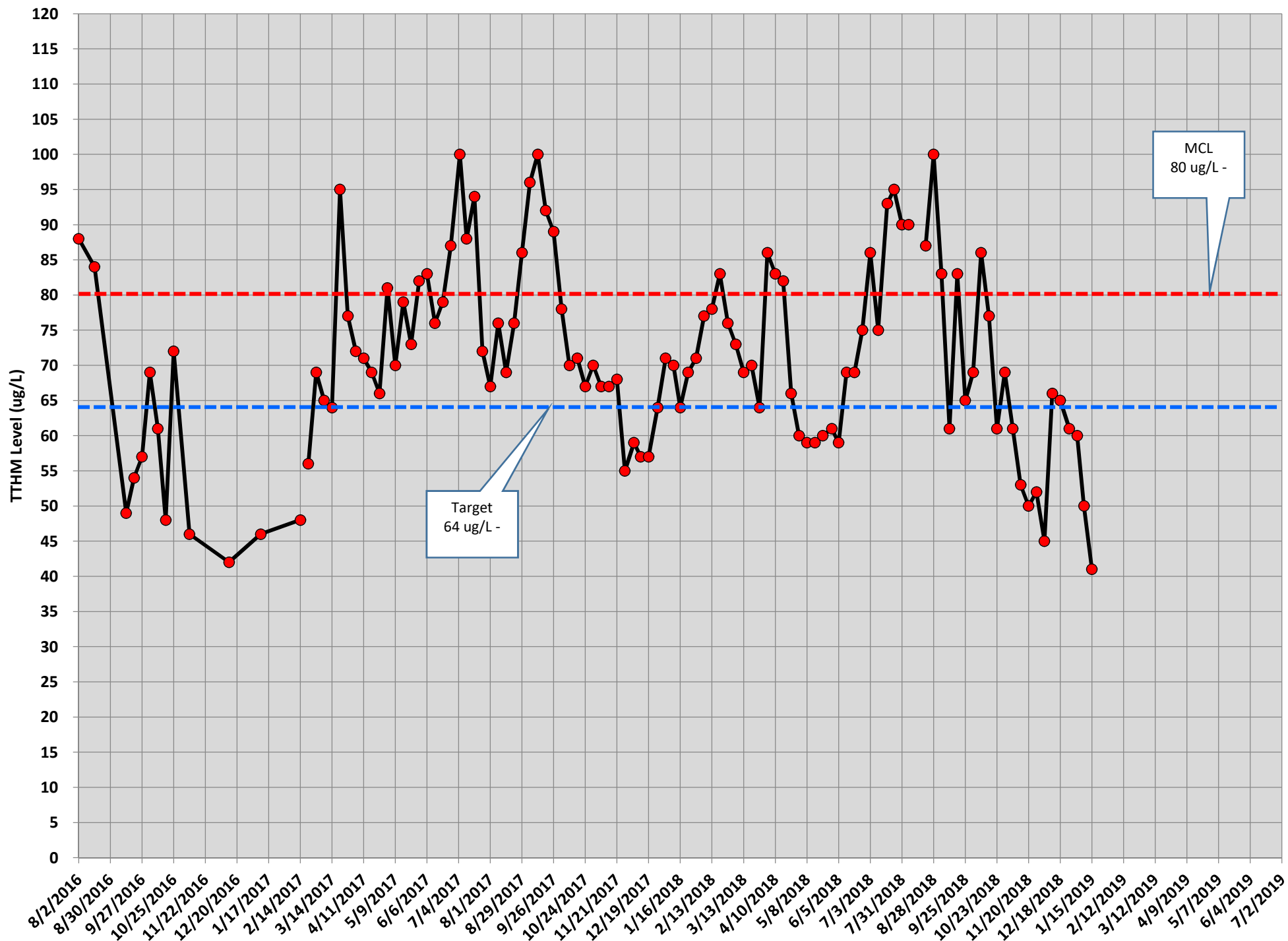
Edmund No. 1 Reservoir (Zone 9) - TTHMs Level



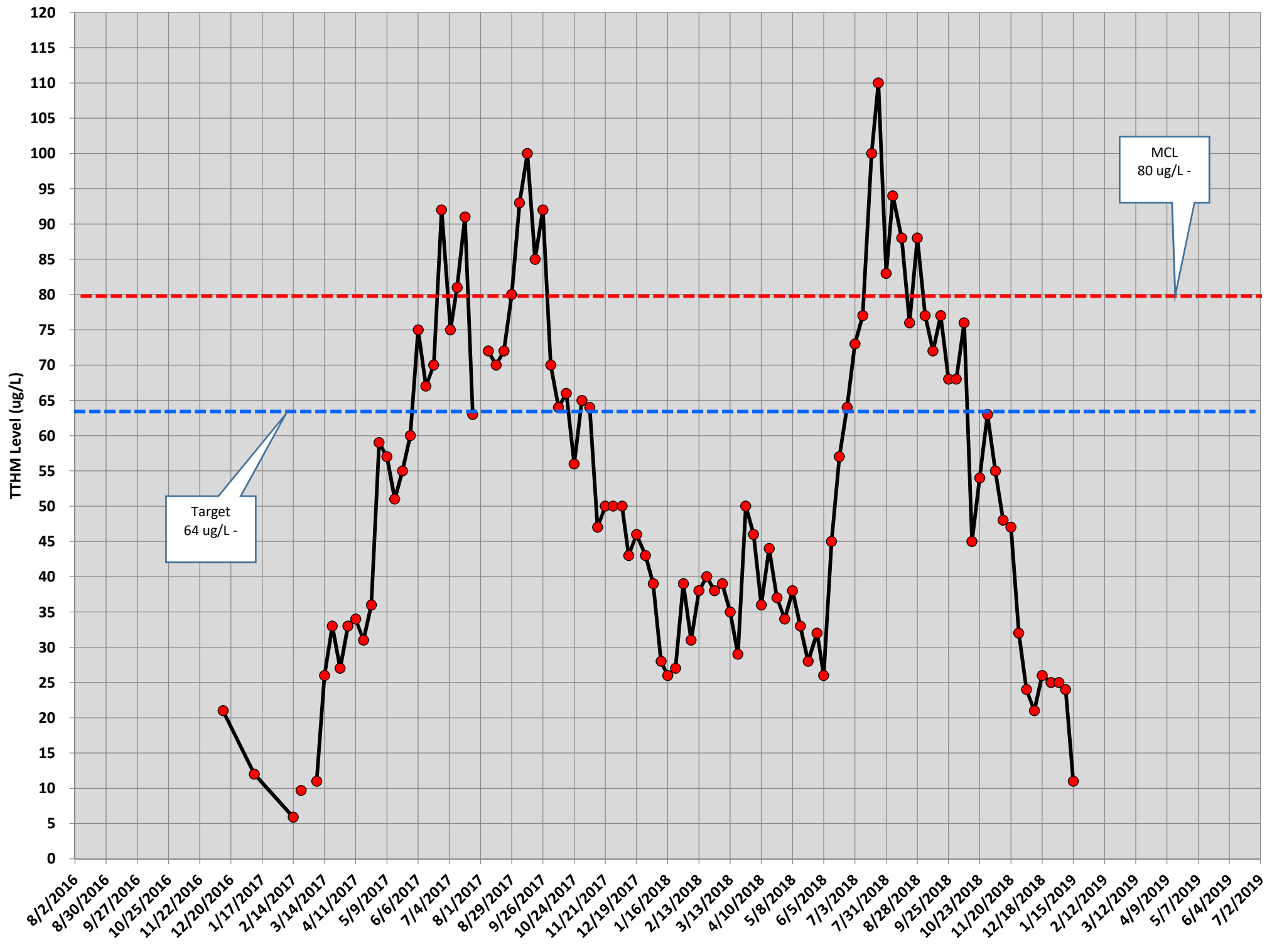
Edmund No. 2 (Zone 9) - TTHMs Levels



Shields Reservoir (Zone 10) - TTHMs Levels



Pickens Reservoir (Zone 11) - TTHMs Levels





ACWA JPIA

P. O. Box 619082
Roseville, CA 95661-9082

phone
916.786.5742
800.231.5742

direct line
916.774.7050
800.535.7899

fax
916.774.7040

claims fax
916.786.0209

www.acwajpia.com

President
E.G. "Jerry" Gladbach

Vice President
Tom Cuquet

Chief Executive Officer
Walter "Andy" Sells

Executive Committee
Tom Cuquet
David Drake
E.G. "Jerry" Gladbach
David T. Hodgins
W.D. "Bill" Knutson
Steven LaMar
Melody A. McDonald
J. Bruce Rupp
Kathleen Tiegs

January 10, 2019

Crescenta Valley Water District (C008)
Nemesciano Ochoa
2700 Foothill Blvd.
La Crescenta, CA 91214-3516

Dear Nemesciano:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property, or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the "**President's Special Recognition Award**" certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Crescenta Valley Water District (C008) with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2019.

Sincerely,

E.G. "Jerry" Gladbach
President

Enclosure: President's Special Recognition Award(s)

RECEIVED

JAN 16 2019

CRESCENTA VALLEY
WATER DISTRICT

President's Special Recognition Award

*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Crescenta Valley Water District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Liability Program for the period 10/01/2014 - 09/30/2017
announced at the Board of Directors' Meeting in San Diego.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



November 26, 2018

President's Special Recognition Award

*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Crescenta Valley Water District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Workers' Compensation Program for the period 07/01/2014 - 06/30/2017
announced at the Board of Directors' Meeting in San Diego.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



November 26, 2018

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report

January 22, 2019

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa, General Manager
Subject: **General Manager Report**

General Managers Report Topics:

- GM Activities

The following are some highlights in this month's report:

- Rain event – impact on Operations/Facilities
- SCE and Clean Power Alliance
- UtiliWorks meetings

STAFFING

4 employees have work anniversaries in January. Joe Huerta – 33 years, Dave Spain – 32 years, David Rawlings – 7 years, James Lee – 2 years.

As of January 18th the District has gone 1,683 Days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Foothill MWD Retail Managers Meeting	- January 16 th
CVWD All-hands Training – “Managing Your Emotions in the Workplace”	- January 16 th
Management staff meetings	- January 14 th , January 21 st
Engineering Committee Meeting	- January 17 th

Submitted by:



Nem Ochoa
General Manager

CRESCENTA VALLEY WATER DISTRICT

MEMORANDUM

DATE: January 18, 2019
TO: Engineering Committee
FROM: David S. Gould, District Engineer
SUBJECT: CVWD Engineering Committee Meeting No. 307

Following is a summary of Engineering Committee Meeting No. 307, held at 9:00 AM on January 17, 2019, at the CVWD main office, and was attended by the following:

Director Kerry Erickson - Committee Chairperson	CVWD
Director James Bodnar	CVWD
Nem Ochoa - General Manager	CVWD
David Gould - District Engineer	CVWD
Brook Yared - Senior Engineer	CVWD
Dennis Maxwell - Operations & Maintenance Manager	CVWD

1. Status of Groundwater Wells and Well Capacity

Mr. Gould & Mr. Yared provided an updated chart on water production from 2016 to present that indicated that groundwater production has been decreasing over the last month. Mr. Yared discussed that water production from Well 5 has increased over the last few weeks as operations have been adjusted to increase water flow. Mr. Yared asked if the Engineering Committee wanted to see any additional information that can be included in the next meeting.

2. Final Completion - 8-inch Water Main Replacement on the 2700, 3000 & 3100 Blocks of Brookhill Ave., Project E-982

Mr. Yared provided an update on the 8-inch water main replacement project that included a discussion of change orders during the project. Mr. Yared indicated over the course of this project, several unforeseen construction activities arose that were not part of the original contract, which resulted in additional costs. Mr. Yared discussed that the additional costs above the approved amount was \$33,702. Director Bodnar asked if the cost recovery from Southern California Gas (SCG) was included in the overall additional costs. Mr. Yared indicated that the recovered costs were not included and that the change order amount will be reduced by \$14,575. The Engineering Committee recommended adding an agenda item to the next Board meeting that authorizes the General Manager to amend the construction contract with Brkich Construction to cover the additional project costs.

3. FY 18/19 CIP Project Update:

a. TTHM Study and Upgrades to Disinfection System, Project E-995

Mr. Gould provided an update on the lead-time for the ammonia skids, as well as the precast concrete vault, construction schedule, coordination with the Division of Drinking Water (DDW) to amend the District's permit to operate, and projected date to convert to chloramines. Mr. Gould indicated that the lead time for the precast concrete vault has been delayed with delivery scheduled near the end of March 2019.

Mr. Gould assessed that TTHM levels will stay near or below the target level of 64 ug/L during the next few months. However, staff still has concerns that TTHM levels will rise during the summer of 2019 due to high demands, temperature and reduced groundwater. Staff is in discussion on a start date for the conversion to chloramines and is tentatively looking at early May 2019, prior to the 2nd quarter compliance sampling.

b. Rehabilitation of Wells 1 & 7, Project E-999

Mr. Yared discussed the rehabilitation of Wells 1 and 7 project as part of the District's on-going well rehabilitation program. The design and specification were completed in early December and was sent out to pump contractors.

The bids were opened on January 17, 2019 and General Pump Company was the apparent low bidder at \$127,620, which was 17% below the engineer's estimate of \$153,000. The Engineering Committee recommended authorizing the award of contract at the next Board meeting.

c. Automated Meter Infrastructure Program, Project E-998

Mr. Gould indicated that Staff has been meeting with the team from UtiliWorks from January 15 – 17, 2019 to begin the assessment of CVWD's AMI program. UtiliWorks will be collecting information to prepare a baseline business case study for CVWD for AMI including a cost-benefit analysis for the installation and implementation of the program, an estimation of costs to complete the project and funding options including available grant funding. Mr. Gould indicated that UtiliWorks will be making a presentation at the March 2019 Engineering Committee Meeting.

d. Steel Reservoir Rehabilitation at Oak Creek Reservoir #2, Project E-970

Mr. Gould discussed the status of steel reservoir rehabilitation at the Oak Creek Reservoirs. Mr. Gould indicated that Creek Reservoir #1 was completed in May 2018, and the structural work at Oak Creek Reservoir #2 started in November 2018. The contractor has started the interior recoating in January 2019, and the project should be completed by March 2019.

e. Stormwater Capture Project, Project E-985

Mr. Gould discussed the status of the stormwater capture project at Crescenta Valley County Park including developing conceptual plans to depict the planned facilities at CVC Park. The conceptual plan will include infiltration galleries beneath the ball field area and parking areas including piping from the Verdugo Wash, Conversion of the southern end of Dunsmore Avenue to a "green street" including improved drainage, bioswales, and other improvements, park improvements to ball field, basketball court and picnic areas and Native plant demonstration garden in the southeast end of the park. Mr. Gould indicated that the next steps will be to complete the conceptual plan and then meet with County of Los Angeles Department of Parks & Recreation and Department of Public Works, City of Glendale, and CV Town Council to get input and comments. Director Erikson indicated that the project should focus on the design and installation of the infiltration galleries prior to the other tasks within the park.

f. Well 2 and Related Facilities, Project E-956

Mr. Gould indicated that APTwater completed the testing phase of the project including water quality testing to reduce nitrates. The AroNite Verification Report was sent to DDW on 12/21/18 for their review and comments. DDW has requested additional information on the construction of the facility and methodology for nitrate reduction. Staff is waiting on comments from DDW and hopefully DDW will issue the amendment to the permit by the middle of February 2019. Well 2 started out pumping at 150 gpm in September 2018 and now it is running at about 100 gpm. The AroNite treatment system has shown nitrate reduction from 45 mg/L as NO₃ to 7 mg/L inside the system and 24 mg/L as NO₃ when blended with untreated Well 2 water

4. **Next Meetings**

- February 22, 2019 – Review FY 20/21 water production projects and FY 20/21 Capital Improvement Project Program
- March 15, 2019 – AMI - Business Case presentation by UtiliWorks

Adjournment - The Engineering Committee meeting was adjourned at 10:02 am on January 17, 2019

**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

January 17, 2019 at 9:00 AM

Posted January 15, 2019 at 11:00 AM

Call to Order

Adoption of Agenda

Information Items

1. Status of Groundwater Wells and Well Capacity
2. Final Completion - 8-inch Water Main Replacement on the 2700, 3000 & 3100 Blocks of Brookhill Ave., Project E-982
3. Project Update
 - TTHM Study and Upgrades to Disinfection System, Project E-995
 - Well Rehabilitation of Wells 1 & 7, Project E-999
 - Automated Meter Infrastructure Program, Project E-998
 - Oak Creek Reservoir Rehabilitation, Project E-970
 - Stormwater Capture Project, Project E-985

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.

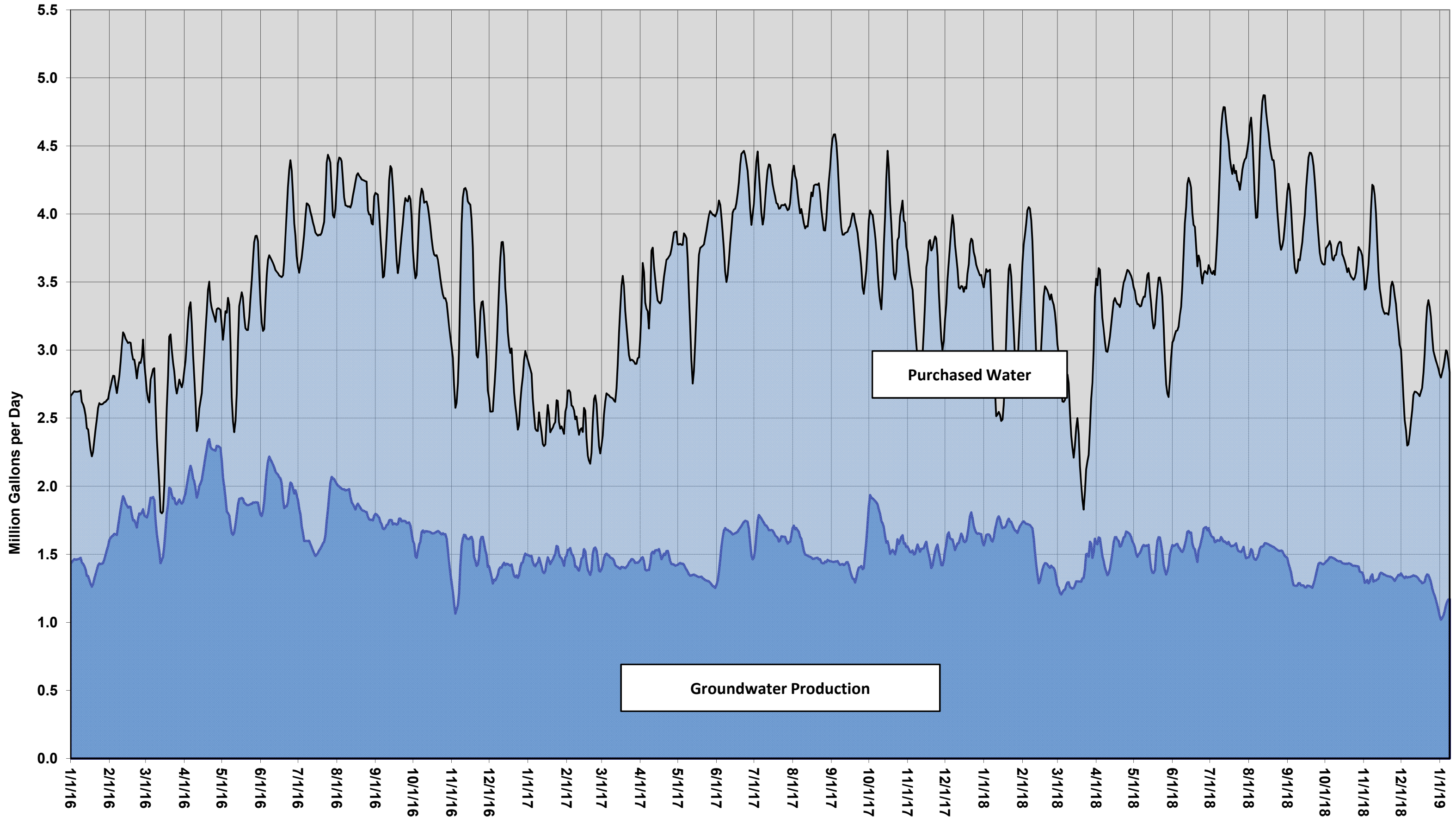
Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting – February 21, 2019

Adjournment

Water Production Chart 2016 - 2019

■ Groundwater Production (MGD) ■ Total Water (MGD)



CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2

January 17, 2019

To: Engineering Committee

From: Brook Yared, P.E. – Senior Engineer

Subject: **Amendment to Contract - Construction of 8-inch Water Main on the 2700, 3000 and 3100 blocks of Brookhill Street and the 5000 block of La Crescenta Avenue, Project E-982**

INFORMATION ITEM:

CVWD's 8-inch Water Main Construction on Brookhill Street, Project E-982 – Discussion of final project cost and unforeseen changes that increased the overall cost of the subject project by an estimated cost of \$141,100.

BACKGROUND:

The District's on going goal is to replace a minimum of 2,000 linear feet of pipeline that are 50 years or older per year, which was included as part of the FY 17/18 CIP budget. The pipelines that were replaced as part of E-982 are on the 2700, 3000, 3100, & 3200 Blocks of Brookhill Ave and the 5000 Block of La Crescenta Ave. These pipelines were undersized (4-inch pipe), located within the parkway, experienced numerous leaks over the last 5 years, and were installed in 1946 and 1947. The project started in March 2018 and completed in December of 2018.

DISCUSSION:

Over the course of this project, several unforeseen construction activities arose that were not part of the original contract, which resulted in additional costs that are listed below:

- Los Angeles County inspector changing backfill permit requirements after construction began (No crushed miscellaneous base allowed): Increase - \$30,070 –\$39,593 (Under negotiations)
- Waterline extension & tie-overs on the 3200 block of Brookhill to avoid the City of Glendale paving project on Pennsylvania Ave: Increase - \$45,026
- Change 11 water services from Zone 6 to Zone 7 with new pressure regulator to avoid installation of pipeline over Quail Creek Channel and additional waterline easements: Increase - \$2,960
- Damaging to an unmarked 2-inch gas main – Increase - \$14,575 (Claim recovered from SCG)
- Unforeseen Obstructions (i.e. large rocks, abandoned storm drain culvert, other permit restrictions): Increase: \$32,761 – \$38,947 (Under negotiations)

Staff has been working with Brkich construction to review and finalize all change orders as outlined in the Contract Specifications. The total change order amount ranges from \$125,392 to \$141,100. Staff is still waiting for documentation from Brkich to finalize the change order amount.

Staff also re-designed the project and made adjustments to avoid the costly Quail Creek channel crossing and reduce the number of fire hydrants in the area while still adhering to all fire and safety regulations in order to reduce construction costs. These design changes reduced the project cost by \$33,118.

Considering the cost savings from the reduction to the scope of work, the total construction amount of the Project, originally \$742,800, has increased by \$107,982. The Board had approved a 10% contingency for the project of \$74,280, which brought the approved construction costs to \$817,080.

As shown in the table below, the final project cost comes to \$850,782, which is \$33,702 above the amount approved by the Board.

RECOMMENDATION

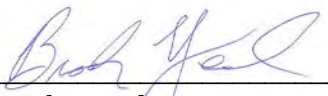
It is staff's recommendation to request at the next Board meeting to authorize the General Manager to amend the construction contract with Brkich Construction to cover the additional project costs of \$33,702 above the approved contract amount of \$817,080.

FUNDING AVAILABILITY:

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

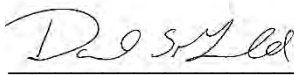
Account Description	Amount
FY 17/18 Water CIP– Water Distribution	\$760,000
Transfer funds from Water Fund Reserves	\$175,000
Revised Budget Amount	\$935,000
Contractor Cost	(\$742,800)
Unforeseen or additional work (10% contingency)	(\$74,280)
Additional costs such as material purchase by CVWD, soils engineer, engineering & inspection labor costs	(\$95,000)
Total Construction Costs	(\$912,080)
Amount Remaining in Water CIP – Distribution System	\$22,920
Contractor - Original Bid	\$742,800
Unforeseen or additional work (10% contingency)	\$74,280
Amount Approved by Board	\$817,080
Contractor - Original Bid	\$742,800
Change Order Request	\$141,100
Cost Reduction Measures (Design & Quantity Adjustment)	(\$33,118)
Revised Contract Amount	\$850,782
Request Amounted for Approval for Construction Contract	\$33,702

Prepared by:



Brook Yared, P.E.
Senior Engineer

Submitted by:



David S. Gould, P.E.
District Engineer

Attachments: Original Bid Summary

g:\engineering committee\2019 ec memo\01-17-19 ecm - e-982 2700-3200 block of brookhill co summary.docx

CRESCENTA VALLEY WATER DISTRICT

Title: 8-inch Water Main on the 2700, 3000, 3100 blocks of Brookhill Avenue

BID LOCATION: CVWD's Office

E-Job No: E-982

TIME: 2:00 PM

Engineer's Estimate: \$686,400

DATE: 12/6/17

Project Manager: Christina Olmedo

BY: CO CHECKED: DSG

DATE: 12/6/17

			Engineers Estimate		Brkich Construction		Toro Enterprises		GRFCO		JA Salazar		Dominguez	
ITEM	DESCRIPTION	QUANTITY	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Excavation and Backfill	4,000 LF	\$55.00	\$220,000.00	\$96.00	\$384,000.00	\$57.00	\$228,000.00	\$75.00	\$300,000.00	\$72.00	\$288,000.00	\$100.00	\$400,000.00
2	Resurfacing Trench	12,000 SF	\$10.00	\$120,000.00	\$14.00	\$168,000.00	\$9.50	\$114,000.00	\$5.00	\$60,000.00	\$9.00	\$108,000.00	\$15.00	\$180,000.00
3	8" CML & CMC Steel Pipe	2,700 LF	\$55.00	\$148,500.00	\$24.00	\$64,800.00	\$89.00	\$240,300.00	\$78.00	\$210,600.00	\$92.00	\$248,400.00	\$70.00	\$189,000.00
4	6" Fire Hydrant Assembly	7 EA	\$5,000.00	\$35,000.00	\$2,500.00	\$17,500.00	\$5,010.00	\$35,070.00	\$4,000.00	\$28,000.00	\$12,000.00	\$84,000.00	\$14,000.00	\$98,000.00
5	1-inch Water Services	73 EA	\$1,450.00	\$105,850.00	\$900.00	\$65,700.00	\$1,860.00	\$135,780.00	\$1,800.00	\$131,400.00	\$1,800.00	\$131,400.00	\$2,000.00	\$146,000.00
6	2-inch Blow-off	1 EA	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$7,200.00	\$7,200.00	\$6,000.00	\$6,000.00
7	Channel Crossing	1 EA	\$27,500.00	\$27,500.00	\$25,000.00	\$25,000.00	\$27,500.00	\$27,500.00	\$80,000.00	\$80,000.00	\$40,000.00	\$40,000.00	\$30,000.00	\$30,000.00
8	Zone Valve Connection	1 EA	\$12,500.00	\$12,500.00	\$6,000.00	\$6,000.00	\$35,500.00	\$35,500.00	\$6,000.00	\$6,000.00	\$15,000.00	\$15,000.00	\$5,000.00	\$5,000.00
9	Air Release	1 EA	\$3,500.00	\$3,500.00	\$3,200.00	\$3,200.00	\$4,900.00	\$4,900.00	\$1,000.00	\$1,000.00	\$9,000.00	\$9,000.00	\$5,000.00	\$5,000.00
10	Sample Station	1 EA	\$2,000.00	\$2,000.00	\$2,600.00	\$2,600.00	\$3,400.00	\$3,400.00	\$1,000.00	\$1,000.00	\$9,000.00	\$9,000.00	\$1,000.00	\$1,000.00
11	Traffic Control	1 LS	\$8,050.00	\$8,050.00	\$2,500.00	\$2,500.00	\$25,500.00	\$25,500.00	\$40,000.00	\$40,000.00	\$12,000.00	\$12,000.00	\$3,000.00	\$3,000.00
12	Replace Valve	2 EA	\$2,000.00	\$4,000.00	\$4,500.00	\$9,000.00	\$7,000.00	\$14,000.00	\$4,000.00	\$8,000.00	\$15,000.00	\$30,000.00	\$100.00	\$200.00
			EE	\$686,400.00	LOW	\$742,800.00	2ND	\$853,950.00	3RD	\$860,000.00	4TH	\$952,000.00	4TH	\$1,063,000.00

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 3
January 17, 2019

To: Engineering Committee
From: David S. Gould, P.E. – District Engineer
Subject: **Project Status - FY 18/19 - Capital Improvement Project Program**

FY 18/19 – CIP Project Schedule & Cost Estimate - The FY 18/19 Capital Improvement Project (CIP) program includes the following projects which are summarized below:

1. **TTHM Study and Chloramine Disinfection, Project E-995** – Staff has updated the project schedule based on the lead-time for the ammonia skids and the precast concrete vault provided by the vendors. The ammonia tank for Mills Plant should be delivered around the end of January 2019, the ammonia skids should be delivered around the week of February 4, 2019 and the precast concrete vault should be delivered around the week of March 4, 2019. CVWD's crews will first work on installing the ammonia equipment at the Mills Plant, which should be completed towards the end of February 2019. The work at the Glenwood Plant will start in early March 2019 and completed by early April 2019.

Staff and its consultants are also working with the Division of Drinking Water (DDW) to amend the District's permit to operate. Staff is planning to submit a permit amendment request with supporting data to DDW in late February 2019 and the amendment to the permit should be completed by the end of March 2019.

As staff continues monitoring the trends in the TTHM levels over the next few months, it's believed that the levels will stay near or below the target level of 64 ug/L. However, staff still has concerns that TTHM levels will rise during the summer of 2019 due to high demands, temperature and reduced groundwater. Staff is in discussion on a start date for the conversion to chloramines and is tentatively looking at early May 2019, prior to the 2nd quarter compliance sampling.

01/17/19 Project Update:

- Equipment ordered and waiting on delivery
- Construction at Mills Plant – February 2019
- Water Main – Dead-End Flushing starting in February 2019
- Construction at Glenwood Plant – March 2019
- DDW approval – anticipated in Late March 2019
- Installation of Chlorine Analyzers at 6 sites – April 2019
- Tentative Date – Conversion to Chloramines – May 2019

2. **Rehabilitation of Wells 1 & 7, Project E-999** – The FY 18/19 Capital Improvement Project (CIP) budget included the rehabilitation of Wells 1 and 7 as part of the District's on-going well rehabilitation program. The design and specification were completed in early December and was sent out to pump contractors that perform this type of work. The construction cost estimate for this project was \$153,000.

01/17/19 Project Update:

- Pre-Bid Meeting – 1/9/19 – 4 contractors attended
- Bid Opening – 1/16/19
- Award Contract – 1/22/19
- Construction – Well 1 – Start - Late February 2019
- Construction – Well 7 – Start - Late April 2019

3. **Automated Meter Infrastructure Program, Project E-998** – Staff met with the team from UtiliWorks from January 15 – 17, 2019 to begin the assessment of CVWD’s AMI program. UtiliWorks will be using information to prepare a baseline business case study for CVWD for AMI including a cost-benefit analysis for the installation and implementation of the program, an estimation of costs to complete the project and funding options including available grant funding.

01/17/19 Project Update:

- Project Kickoff Meetings – 1/15/19 to 1/17/19
 - Review in operations, technology and customer service information
 - Prepare preliminary Business Case Report for Engineering Committee – 3/21/19
 - Presentation to Board of Directors – 4/9/19
4. **Steel Reservoir Rehabilitation at Oak Creek Reservoir #2, Project E-970** – The District has two (2) 1.6 MG steel tanks at its Oak Creek Reservoir site which were built in 1958 and 1961. The Oak Creek Reservoirs were re-coated and seismic structural upgrades in 2001. In 2005 and 2011, the reservoirs were again inspected and the report stated that there was increased corrosion on the roof and rafters above the water line. Oak Creek Reservoir #1 was completed in May 2018 and Oak Creek Reservoir #2 was postponed until November 2018.

01/17/19 Project Update:

- Oak Creek Reservoir #2 – 11/5/18 with structural upgrades & bottom coating removal
 - Oak Creek Reservoir #2 – 1/7/19 with interior coating removal and re-coating
 - Oak Creek Reservoir #2 – Anticipated completion date – 3/1/19
5. **Stormwater Capture Project, Project E-985** – John Robinson Consulting (JRC) has been assisting CVWD and their consultant, Greg Hamer from Wood Group (formally Foster Wheeler) with developing conceptual plans to depict the planned facilities at CVC Park that will include:
- Infiltration galleries beneath the ball field area and parking areas including piping from the Verdugo Wash
 - Conversion of the southern end of Dunsmore Avenue to a “green street” including improved drainage, bioswales, and other improvements,
 - Park improvements to ball field, basketball court and picnic areas
 - Native plant demonstration garden in the southeast end of the park.

In addition, the County of Los Angeles Department of Parks & Recreation (DPR) have identified through a needs assessment a number of items including adding lighting at the dog park, additional trails, picnic shelters and fitness zones.

The next steps will be to complete the conceptual plan and then meet with County of Los Angeles Department of Parks & Recreation and Department of Public Works, City of Glendale, and CV Town Council to get input and comments.

01/17/19 Project Update:

- Preliminary Conceptual Plan – Under design
- Meet with Stakeholders for input and comment
- Develop a preliminary cost estimate for review
- Develop a project schedule for design, review, approvals and construction
- Develop potential project funding
- Presentation to Board of Directors

6. **CVWD's Well 2 and Related Facilities, Project E-956** – APTwater completed the testing phase of the project including water quality testing to reduce nitrates. The AroNite Verification Report was sent to DDW on 12/21/18 for their review and comments. DDW has requested additional information on the construction of the facility and methodology for nitrate reduction. Staff is waiting on comments from DDW and hopefully DDW will issue the amendment to the permit by the middle of February 2019. Well 2 started out pumping at 150 gpm in September 2018 and now it is running at about 100 gpm. The AroNite treatment system has shown nitrate reduction from 45 mg/L as N to 7 mg/L inside the system and 24 mg/L as N when blended with untreated Well 2 water.

Prepared & Submitted by:



David S. Gould, P.E.
District Engineer

Attachments:

1. E-995 – Project Schedule
2. E-998 – AMI Strategic Planning Presentation
3. E-985 – Green Infrastructure Options at CVC Park

g:\engineering committee\2019 ec memo\01-17-19 ecm memo - project update summary.docx

Task ID No.	Project Schedule Updated: 1/9/19	February																											
		F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
1	Sample Dates																												
2	Board meetings																												
3	Carollo Design																												
4	Permitting - Glendale Fire																												
5	SCADA - APEX																												
6	Ammonia - Chemical																												
7	Chloramine - Testing																												
8	Material List - Review & Order																												
9	Glenwood - Vault - Pothole for 14" OD; Shoring																												
10	Ammonia Skids																												
11	Glenwood Vault																												
12	Glenwood - Vault - Shoring/Mixer & Sample port																												
13	Glenwood - Install Conduits/Welding/Water/Eye Wash																												
14	Glenwood - Chlorine Analyzer (Hach)																												
15	Glenwood - SCADA - RTU Equipment																												
16	Glenwood - Paving																												
17	Mills - Concrete Pad - Site Visit/RFQ																												
18	Ammonia Skids																												
19	Ammonia Tank																												
20	Mills - Inject & Sample port , Welding, Water & Eye Wash																												
21	Mills - Chlorine Analyzer (Hach)																												
22	Mills - SCADA - RTU Equipment																												
23	Mills - Paving																												
24	Additional Chlorine Analyzers - 6 sites																												
25	SCADA - Design and Install																												
26	Upgrade Chlorine Analyzers - 11 sites (Hach & Prominent)																												
27	Flush out - Dead ends																												
28	Safety Training - Ammonia																												
29	Nitrification Mitigation Plan																												
30	Update Reservoir and Distribution Sampling Plan																												
31	SOP - Convert to Chloramines																												
32	DDW - Amend Permit																												
33	Pickens Tunnel - Chlorine & Ammonia System																												
34	Reservoir - monitoring and mixing																												
35	Chlorine - Boosting System																												

Task ID No.	Project Schedule Updated: 1/9/19	March																																																		
		F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M																			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1																			
1	Sample Dates																																																			
2	Board meetings																																																			
3	Carollo Design																																																			
4	Permitting - Glendale Fire																																																			
5	SCADA - APEX																																																			
6	Ammonia - Chemical																																																			
7	Chloramine - Testing																																																			
8	Material List - Review & Order																																																			
9	Glenwood - Vault - Pothole for 14" OD; Shoring																																																			
10	Ammonia Skids				Install Ammonia Skid/Elec/Tele																																															
11	Glenwood Vault	Delivery - 8 Weeks																	Install Vault																																	
12	Glenwood - Vault - Shoring/Mixer & Sample port												Shoring						Install Mixer, Welder & Plant Shutdown																																	
13	Glenwood - Install Conduits/Welding/Water/Eye Wash											Conduit to Analyzer																																								
14	Glenwood - Chlorine Analyzer (Hach)																									Install Analyzer																										
15	Glenwood - SCADA - RTU Equipment																											Install (2) RTU																								
16	Glenwood - Paving																																																			
17	Mills - Concrete Pad - Site Visit/RFQ																																																			
18	Ammonia Skids																																																			
19	Ammonia Tank																																																			
20	Mills - Inject & Sample port , Welding, Water & Eye Wash																																																			
21	Mills - Chlorine Analyzer (Hach)																																																			
22	Mills - SCADA - RTU Equipment																																																			
23	Mills - Paving																																																			
24	Additional Chlorine Analyzers - 6 sites																																																			
25	SCADA - Design and Install	Design																																																		
26	Upgrade Chlorine Analyzers - 11 sites (Hach & Prominent)																																																			
27	Flush out - Dead ends	Dead End - Flush-out																																																		
28	Safety Training - Ammonia																																																			
29	Nitrification Mitigation Plan																																																			
30	Update Reservoir and Distribution Sampling Plan																																																			
31	SOP - Convert to Chloramines				SOP - Convert to Chloramines																																															
32	DDW - Amend Permit	DDW - Review														DDW Permit																																				
33	Pickens Tunnel - Chlorine & Ammonia System	DDW - Review														DDW Permit																																				
34	Reservoir - monitoring and mixing																																																			
35	Chlorine - Boosting System																																																			

Task ID No.	Project Schedule Updated: 1/9/19	April																												
		T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T
		2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
1	Sample Dates																													
2	Board meetings																													
3	Carollo Design																													
4	Permitting - Glendale Fire																													
5	SCADA - APEX																													
6	Ammonia - Chemical																													
7	Chloramine - Testing																													
8	Material List - Review & Order																													
9	Glenwood - Vault - Pothole for 14" OD; Shoring																													
10	Ammonia Skids																													
11	Glenwood Vault																													
12	Glenwood - Vault - Shoring/Mixer & Sample port																													
13	Glenwood - Install Conduits/Welding/Water/Eye Wash																													
14	Glenwood - Chlorine Analyzer (Hach)																													
15	Glenwood - SCADA - RTU Equipment																													
16	Glenwood - Paving																													
17	Mills - Concrete Pad - Site Visit/RFQ																													
18	Ammonia Skids																													
19	Ammonia Tank																													
20	Mills - Inject & Sample port , Welding, Water & Eye Wash																													
21	Mills - Chlorine Analyzer (Hach)																													
22	Mills - SCADA - RTU Equipment																													
23	Mills - Paving																													
24	Additional Chlorine Analyzers - 6 sites	Installation - 6 Chlorine Analyzers																												
25	SCADA - Design and Install	SCADA -Programing & Integration																												
26	Upgrade Chlorine Analyzers - 11 sites (Hach & Prominent)	Installation - Total Chlorine Probes																												
27	Flush out - Dead ends																													
28	Safety Training - Ammonia																													
29	Nitrification Mitigation Plan																													
30	Update Reservoir and Distribution Sampling Plan																													
31	SOP - Convert to Chloramines																													
32	DDW - Amend Permit																													
33	Pickens Tunnel - Chlorine & Ammonia System																													
34	Reservoir - monitoring and mixing	Installation - Reservoir Mixing Units																												
35	Chlorine - Boosting System																													



Crescenta Valley Water District (CVWD) AMI Strategic Planning and Roadmap Development Kick-Off Meeting



January 15, 2019



Agenda

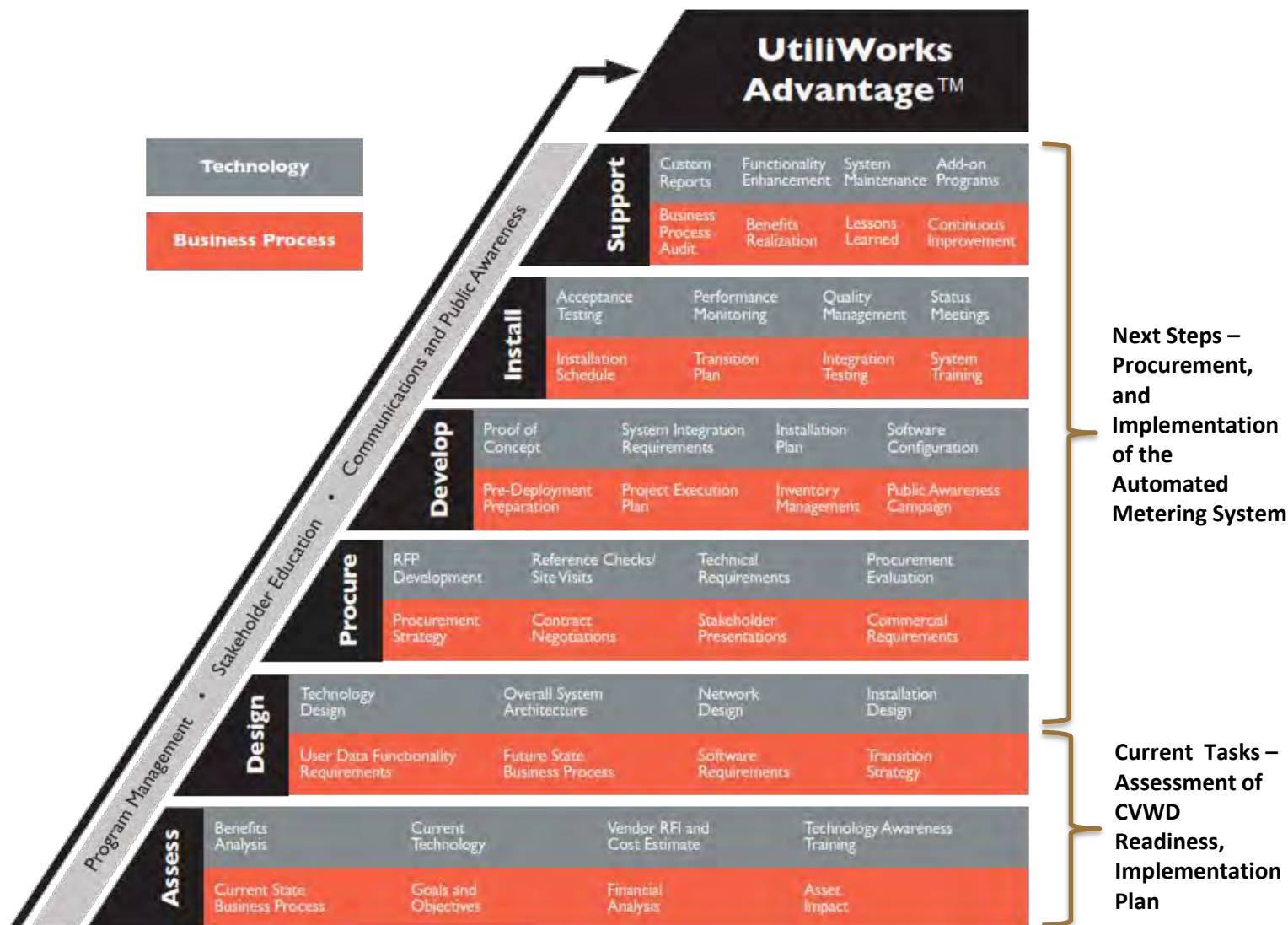
- Introductions
- Background - UtiliWorks Consulting
- Project Team
- Project Overview
 - Project Timeline
 - Task Review
- Communications
- Status and Next Steps
- Open Q&A

Consultant Support

- Started in 2005 to address the municipal advanced metering and related technologies market
 - This is the exclusive focus of our company
- Corporate office in Baton Rouge, LA with associates around the U.S.
- No vendor affiliations
 - Our recommendations are based on the best fit for your unique environment
- Recognized nationally as an industry expert
 - Regularly engaged as subject matter experts for speaking events
- Over 85 Past and Current AMR/AMI Clients



Consultant Support



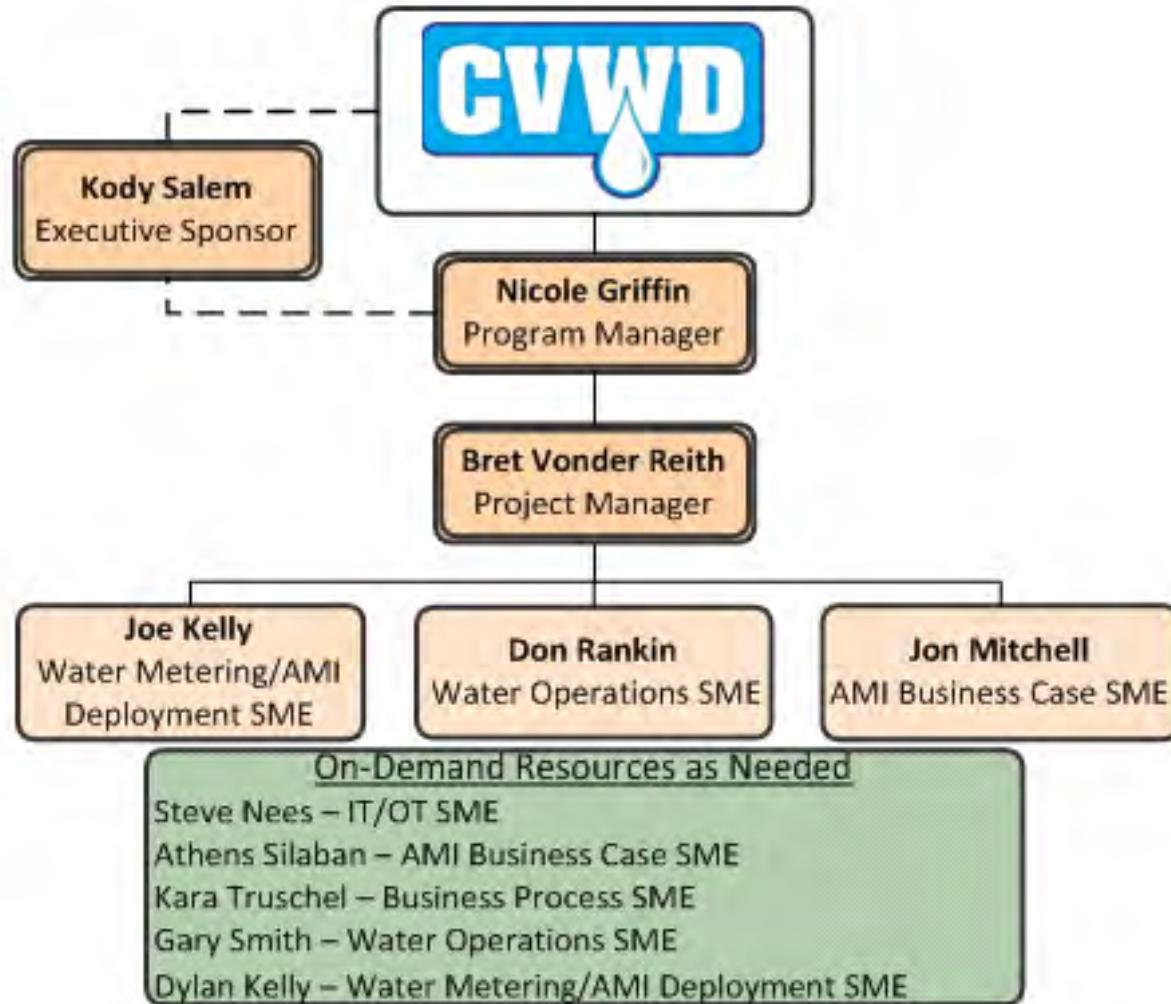
Advanced Metering Systems Subject Matter Areas

- AMI Hardware and Software
- AMI/MDM Procurement
- Backhaul Design
- Business Analysis
- C&I Program Management
- Conservation Programs
- Customer/Community Engagement
- Cyber Security Implementation
- Data Analytics Design
- Field Deployment/Installation
- Hydraulic Modeling
- Kiosk Implementation
- Leak Detection
- MDMS Implementation
- Meter Data Mapping
- Meter Specification & Configuration
- Organizational Transition
- Prepay Implementation
- Pressure Monitoring
- Remote Disconnect Policy
- Revenue Assurance
- SCADA Systems
- Systems Engineering
- Theft Deterrent Program
- Vendor Contract Negotiations
- Web-Portal Implementation
- Education & Training

Supporting Resources

- Business Process Engineer
- Contract Administrator
- Data Analyst
- Field Engineer
- Project Coordinator
- Project Management
- Public Relations Specialist
- Senior Consultants
- Systems Architect
- Systems Integrator
- Quality Control Specialist

Introductions - UWC Project Team



Introductions - UWC Project Team

- Kody Salem is your UtiliWorks' Executive Sponsor
- Nicole Griffin is the Program Manager for UtiliWorks
- Bret Vonder Reith is the Project Manager (PM)
- The PM is assisted by additional staff with required experience and skills:
 - Jon Mitchell, AMI Business Case SME
 - Joe Kelly, Manager/ Deployment
 - Don Rankin, Water Utility Management
 - Steve Nees, IT/OT SME
 - Athens Silaban, AMI Business Case SME
 - Gary Smith, Water Operations SME
 - Kara Truschel - Business Process SME
 - On Demand Resources/Other Subject Matter Experts (SMEs) as needed

Introductions - CVWD

		Direct Line			
	Person	818-236-XXXX	Title	AMI - Role	email
1	Brook Yared	4117	Senior Engineer	Capital Improvements	byared@cvwd.com
2	Arturo Montes	4105	Accountant Clerk	Accounts Receivable - Billing	amontes@cvwd.com
3	Christy Scott	4110	Project Specialist	Public Information Officer	cjscott@cvwd.com
4	David Gould	4119	District Engineer	Project Manager	dgould@cvwd.com
5	Nem Ochoa	4114	General Manager	General Manager	nochoa@cvwd.com
6	James Lee	4104	Finance & Accounting Manager	Billing/Springbrook	jlee@cvwd.com
7	Mark Hass	4111	Technology Manager	Everything IT	mhass@cvwd.com
8	Pam Leddy	4106	Administrative Assistant	Accounts Billing & Letters to Residents	plededy@cvwd.com
9	Ron Mitchell	4112	Administration Services Manager	Revenues	rmitchell@cvwd.com
10	Wendy Holloway	4108	Customer Service Supervisor	Accounts/Springbrook billing	wholloway@cvwd.com
11	Bryan Jones	4135	Construction Supervisor	Water meter replacement	bjones@cvwd.com
12	Dave Spain	4134	System Operator Supervisor	Water Demand/SCADA	dspain@cvwd.com
13	Dennis Maxwell	4134	Operations & Maintenance Manager	Oversee Operations	dmaxwell@cvwd.com
14	Raymond Dodge	4133	Electrical/Telemetry Technician	SCADA	rdodge@cvwd.com
15	Darlene Telles	4132	Plant Coordinator	Shipping/Receiving	dtelles@cvwd.com

Project Timeline

ID	Crescenta Valley Water District High-Level Project Schedule	Duration	Start	Finish	2018		2019			
					Nov	Dec	Jan	Feb	Mar	Apr
1	Overall Project Management - Task 4	83d	1/4/2019	4/30/2019						
2	Task 1 - Review and Status of CVWD's Automated Meter Infrastructure Program	64d	12/3/2018	2/28/2019						
3	Milestone: Notice to Proceed	0d	12/3/2018	12/3/2018						
4	Task 1.1 - Project Kickoff and Mobilization	3d	1/15/2019	1/17/2019						
5	Task 1.2 - Technology Review/Education	22d	1/18/2019	2/18/2019						
6	Task 1.3 - Current State of Operations	15d	1/4/2019	1/24/2019						
7	Task 1.4 - AMI Recommendations Report	25d	1/25/2019	2/28/2019						
8	Task 2 - Prepare and Present Business Case for Implementation of CVWD's AMI Program	60d	2/1/2019	4/25/2019						
9	Task 3 - Implementation Planning for AMI Program		4/26/2019	6/24/2019						

- AMI Strategic Planning and Roadmap Development will run for four months from January 2019 to end of April 2019
- Capable of proceeding to implementation (Procurement RFP development and Vendor selection) May 2019
- Engineering Committee Business Case Presentation: [REDACTED]
- Board Business Case Presentation: [REDACTED]

Task 1- Review and Status CVWD AMI Program

- Project Kick-Off
- State of the Industry presentation
- Current State surveys/workshops (1/15/19 - 1/17/19)
- Technology Review, Research and Recommendations
- AMI Recommendations Report

UTILITY PROGRAMS & SYSTEMS			
Priority Hi/Med/Low	Program/System	Description	Notes
	Accounting/Financial/Purchasing	replace / enhance Accounting/Financial/Purchasing	
	Acoustic leak detection	Identify and minimize leaks in the system	
	AMI - Advanced Metering Infrastructure	Institute a fully automated meter reading solution	
	AMR - Automated Meter Reading	Institute a drive by meter reading solution	
	Asset Management System	replace / enhance asset management system	
	Automatic Vehicle Location (AVL) System	Install / replace / enhance Automatic Vehicle Location (AVL) System	
	Business Process Design	For any major technology project, current business processes will change and new ones will be developed	
	Change Management	For any major technology project, organizational change management is a priority	
	CIS - Customer Information System	Install / replace / enhance CIS	
	Communications	Install / replace / enhance existing Communications	
	Customer Web Portal	Online bill pay and retrieval, usage history, interval usage history, rate comparison functionality, etc.	
	GIS - Geospatial Information System	Install / replace / enhance GIS	
	Interactive Voice Response (IVR) System	Install / replace / enhance Interactive Voice Response (IVR) System	
	Kiosks	Customer bill pay option	
	MDMS - Meter Data Management System	Deploy a fully integrated meter data management system	
	Mobile Workforce Management System	Install / replace / enhance work management system	
	Prepay	Enable customer to pay in advance for utility services	
	Pressure sensors	Identify pressure discrepancies and optimize distribution system flow	
	Remote connect/ disconnect	Remotely connect/ disconnect water meters without manual intervention in the field	
	SCADA	Install / replace / enhance SCADA	
	Street Lighting	Automate streetlighting and control via a network	
	Water Conservation Program	Water use restrictions and/or conservation programs	
	Work Order Management System	replace / enhance work order management system	

Task 2- Prepare/Present Business Case for AMI Implementation

- Review of Previous Assessments
- IT/OT Survey/Requirements Definition
 - Systems
 - Integrations
 - Personnel
- Engineering Committee presentation
- Water Board Business Case presentation

Information Systems Q & A		
Question	Answer	Notes
Systems		
Is third party software hosting an option for AMI?		
Other systems that are hosted?		
What is the extent of disaster recovery?		
What degree/levels of cyber security are in place?		
What are the SWBNO/organizations hosted requirements?		
Data Security requirements		
Preferred server hardware vendor?		i.e. Dell Blade Servers
Preferred server operating system?		i.e. Microsoft Server 2014, Redhat Linux EE n.n
Preferred database platform?		i.e. Microsoft SQL Server, Oracle
Support		
Extent of IT support staff?		
Is IT or aspects of IT outsourced to a third party?		
Database / network administrator on staff?		
Shared IT resources across the SWBNO/organization?		
IT resources available to operate/support an AMI/MDM system?		
Communications		
FIBER OPTIC		
Fiber Network Architecture that may be leveraged for AMI?		
Is it all lit up? Dark fibers? Qty?		
Owned by the SWBNO/organization or leased?		
Does the SWBNO/organization lease strands to outside parties?		
Overhead/Underground split?		
Extent of network drop/in locations		
Any expansion plans?		
CELLULAR BACKHAUL		
Primary SWBNO/organization vendor AT&T and/or Verizon?		
Do we need to use both for coverage?		
What existing applications use Cellular?		
Preference of modem vendor?		

Task 3- Implementation Planning for AMI Program

- UtiliWorks will Prepare Initial Draft of the Implementation Plan
- The implementation timeline will include:
 - RFP Development and administration
 - Vendor selection and contract negotiation
 - Alpha and Beta Deployment Phasing to ensure appropriate milestones are in place to ensure project progress
 - Integration Testing
 - Training
 - Customer Communication and Engagement
 - Business Process Re-Engineering
 - Full Deployment Timeline
- UtiliWorks will propose a high-level plan that will allow for an implementation between 24 and thirty months

Task 4 - Project Management and Services

- Project Charter
- Microsoft Project Plan
- SharePoint site for document collaboration (shared workspace)
- Weekly status calls as required

Communications

- The UWC team is committed to providing top of the line professional services throughout this project
- We ask that the CVWD team respond to data and information requests in a timely fashion
- We ask that the team review and provide feedback on all intermediate and final deliverables in a timely fashion
- In the event of an issue that requires attention, do not hesitate to escalate

Communications Continued...

- Bret Vonder Reith will facilitate day-to-day communications throughout this project
 - MS Outlook calendar invitations for scheduling meetings
 - We will use GoToMeeting to facilitate meetings
 - We will use SharePoint as the project management workspace
 - Calendar to note key activities, delivery and meeting dates
 - Folder set up for CVWD to upload data/information
 - Store interim working documents and final deliverables for all project participants to access

Communications Continued...

Office 365 | SharePoint

BROWSE PAGE

CVWD

Utiliworks Team Site | Client Portal | Internal Projects | Internal Portal

Crescenta Valley Water District

Pictures

- Project Photos

Libraries

- Project Documents

Lists

- Calendar
- Milestone Tracking
- Action Items
- Contacts
- Project Task Log
- Issue Log
- Change Log
- Risk Log

Discussions

- Team Discussion

Site contents

Announcements

There are currently no active announcements. To add a new announcement, click "Add new announcement".

[+ Add new announcement](#)

Calendar

January 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19

Strategic Planning Kickoff/Workshops (Onsite)

- Those team members previously provided will receive SharePoint access. Athens Silaban is your administrator and can be reached at asilaban@utiliworks.com

Your Role

- Responding to data requests
- In-person meetings/workshops with the project team
- Adherence to schedules
- Assist with development of requirements
- Review documentation
- Other tasks upon request
- Managers - provide staff resources

Status and Next Steps

- Kick-off meetings occurring 1/15, 1/16 and 1/17
- Setup accounts for CVWD team members needing SharePoint accounts (UWC)
- Feedback for Current State worksheet(s) - (received 1/11/19, Thank you!)
- Feedback for Financial Model Data Collection worksheet(s) - (received 1/11/19, Thank you!)
- Service Area map (received 12/21/18, Thank you!)
- Team member roster received

Next Steps for UtiliWorks:

- Provide Business Case report DRAFT v1
- Provide Implementation Plan report DRAFT v1

Q&A

Thank You!

Bret Vonder Reith
Senior Associate
UtiliWorks Consulting, LLC.
bvonderreith@utiliworks.com
(760) 579-1679

wood.



Green Infrastructure Options at Crescenta Valley Community Regional Park

Yvana Hrovat, PE

Marty Spongberg, PhD, PE, PG

woodplc.com

Crescenta Valley Community Regional Park

▶ ~40 acres

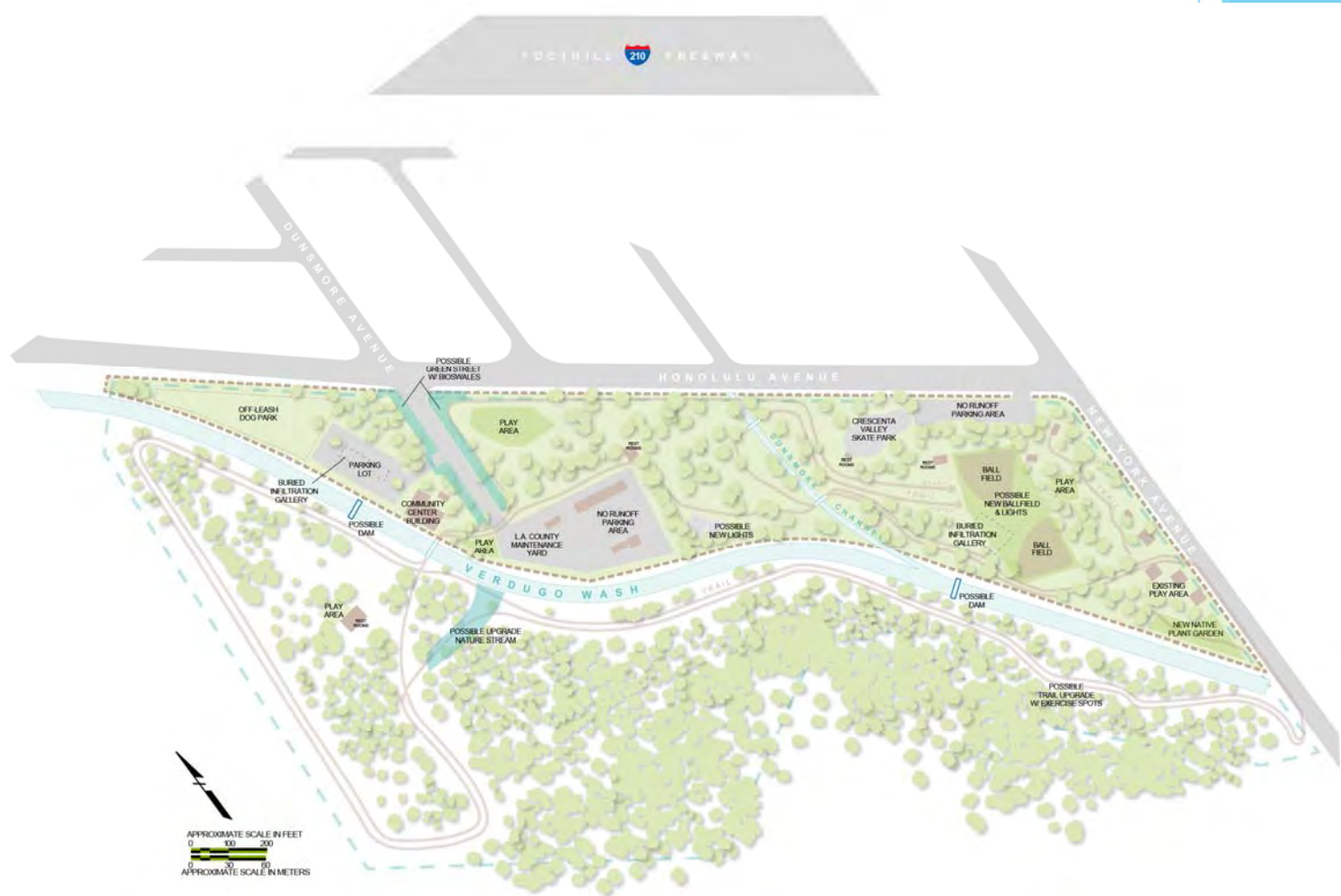
▶ Amenities:

- ▶ Baseball fields
- ▶ Basketball Courts
- ▶ Children's Play Areas
- ▶ Community Centers
- ▶ Dog Parks
- ▶ Restrooms
- ▶ Amphitheaters
- ▶ Barbecue
- ▶ Fitness Par Courses
- ▶ Hiking Trails
- ▶ Picnic Tables
- ▶ Softball Fields
- ▶ Skate Parks
- ▶ Fitness Zones
- ▶ Horseshoe Pits

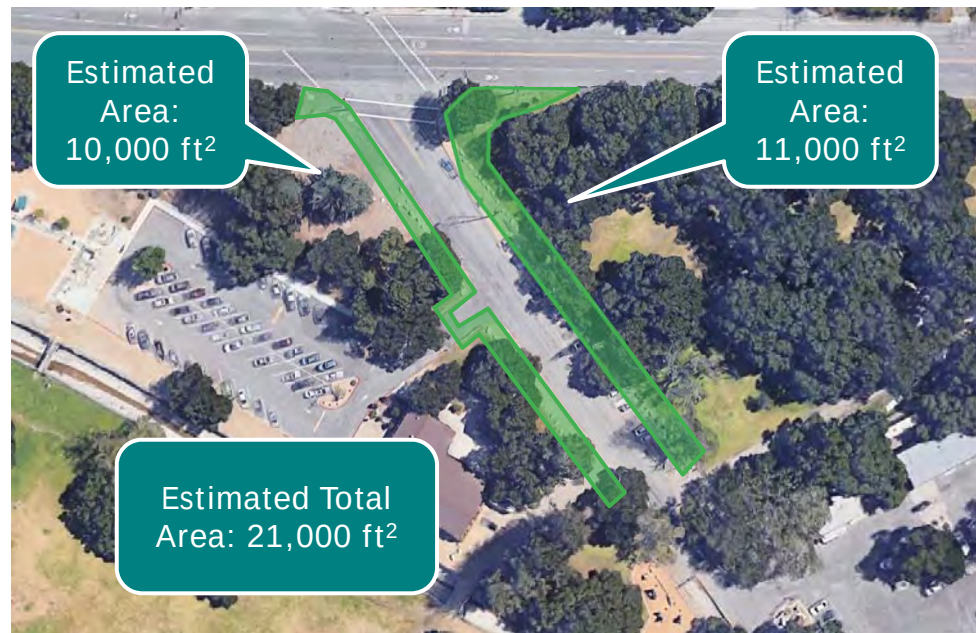


Proposed Green Infrastructure (GI) BMPs

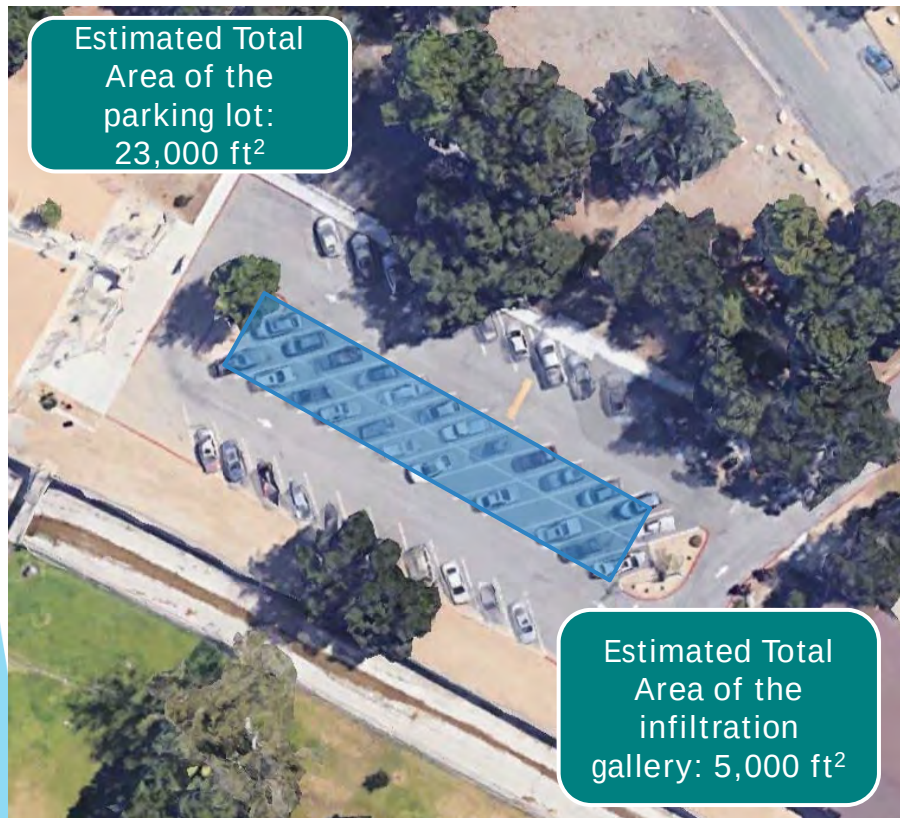
- ▶ GI BMPS proposed to provide treatment prior to groundwater recharge



Available Area for Green Streets/Bioswales



Proposed Buried Infiltration Galleries



Proposed Upgraded Nature Stream

