

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, July 26, 2022, at 7:00 p.m.

Posted: Thursday, July 21, 2022, at 4:30 p.m.

AUDIO & VIDEO CONFERENCING NOTICE

[This meeting will be held by audio & video conference only.]

Under AB 361 and District Resolution No. 772, the District will continue to hold Board and Committee meetings by teleconference, due to the continuing State of Emergency for COVID-19 and the ongoing imminent risks to the health or safety of the attendees from COVID-19.

Any member of the public may participate using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 851 6369 9526

Those members of the public who are able to and would like to additionally participate through computer may access the Zoom audio & video conferencing tool available at the following link:

<https://us02web.zoom.us/j/85163699526>

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Emailed comments will be sent to the Board of Directors prior to the meeting and posted on the District's website. Comments may be sent to Christy Colby, Regulatory and Public Affairs Manager, at (818) 248-3925 or customerservice@cvwd.com by 3pm on July 26, 2022.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at the above email address. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

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 and posted on the District's website.

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

Public Comments

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-minute (3) comment. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Regular Board Meeting on July 12, 2022.
2. Ratification of Disbursements for June 2022.
3. Consideration and approval for the continuation of remote meetings.

Action Calendar

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

1. **Professional Engineering Services for Design of FY 22/23 Pipeline Replacement, Project E-1046** – Consideration and motion to authorize the General Manager to enter into an agreement with Cannon Corporation to provide professional engineering services for said project at a cost of \$105,016 and establish a contingency amount of \$10,500 (10% of contract) to cover the cost of unforeseen or additional work.
2. **Advanced Metering Infrastructure (AMI) Customer Engagement Portal, Project E-1035** - Presentation of CVWD's AMI Customer Engagement Portal

Information Items

Written Communications to District/Board of Directors

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
- Technology Committee

Directors' Oral Reports – Reports on issues, meetings, or activities attended by Directors.

Board Members' Request for Future Agenda Items

Closed Session - None

Adjournment



CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS July 12, 2022

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Adjourned Regular Meeting on June 28, 2022, a Regular Meeting was held on July 12, 2022, at 7:00 p.m. through audio and video conference. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, due to the COVID-19 pandemic, with President James D. Bodnar presiding.

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

Directors:

**James D. Bodnar
Kerry D. Erickson
Ken R. Putnam
Sharon S. Raghavachary
Judy L. Tejeda**

Attorney:

Tom Bunn

General Manager:

Nem Ochoa

Director of Finance & Administration: James Lee

Director of Engineering & Operations: David Gould

Staff Members:

**Arturo Montes, Finance & Administration Manager
Brook Yared, Engineering Manager
Christy Colby, Regulatory & Public Affairs Manager
Kellen Boyce, System Operations Manager
Darlene Telles, Operations & Maintenance Manager
Tessa Allmon, Customer Service Lead
Adam Sutphin, Analyst
Pam Leddy, Administrative Assistant**

Public Participation:

Frank Colcord

PLEDGE OF ALLEGIANCE

Director Erickson opened the meeting by leading the Directors and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Raghavachary, and carried by a 5-0 roll call vote that the Agenda for the Regular Meeting of July 12, 2022, be adopted as presented.

AYES: **Director Bodnar**
 Director Erickson
 Director Putnam
 Director Raghavachary
 Director Tejeda

NOES: **None**

PUBLIC COMMENTS – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord provided a detailed explanation of individual components that are included in Foothill Municipal Water District's FY 22/23 rate for imported water to CVWD.

CONSENT CALENDAR

It was moved by Director Raghavachary, seconded by Director Erickson, and carried by a 5-0 roll call vote to approve the Minutes of the Adjourned Regular Board Meeting held on June 28, 2022, through audio and video conference, and to reaffirm Resolution No. 772 to find that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees.

AYES: **Director Bodnar**
 Director Erickson
 Director Putnam
 Director Raghavachary
 Director Tejeda

NOES: **None**

ACTION CALENDAR

Terms and Conditions of Employment – Mr. Ochoa announced the recommended changes to the employment terms and conditions for the Management group which were agreed upon during a closed session item.

Following discussion:

It was moved by Director Erickson, seconded by Director Tejeda, and carried by a 5-0 roll call vote to ratify employment terms and conditions for Management group and allow the General Manager to amend the subject document to reflect approved changes.

AYES: **Director Bodnar**
 Director Erickson
 Director Putnam
 Director Raghavachary
 Director Tejeda

NOES: **None**

Resolution No. 779 – Mr. Lee presented a draft of Resolution No. 779 requesting the Los Angeles County Board of Supervisors to permit consolidation of services for the November 8, 2022, General Election. Mr. Lee suggested that an ad be placed in the CV Weekly announcing the upcoming election to coincide with the ad placed by the Registrar-Recorder/County Clerk in the Burbank Leader.

Following discussion:

It was moved by Director Erickson, seconded by Director Tejeda, and carried by a 5-0 roll call vote to adopt Resolution No. 779 requesting the Los Angeles County Board of Supervisors to permit the Registrar-Recorder/County Clerk to render election services for the District's election to be help November 8, 2022 and addressing election-related issues.

AYES: **Director Bodnar**
 Director Erickson
 Director Putnam
 Director Raghavachary
 Director Tejeda

NOES: **None**

Transfer of Water Services to City of Glendale – Mr. Gould stated that an overlap area between the City of Glendale and CVWD was brought to the District's attention by the Local Agency Formation Commission (LAFCO) in 2008. CVWD's water service area extends beyond the District boundary in the City of Glendale on the 4500 Block of Frederick Ave., 3400 block of Thelma St., 3400 Block of Foothill Blvd. and the 4500 Block of New York Ave. Mr. Gould shared that the sixteen (16) existing water services in the overlap area could be transferred to the City of Glendale instead of replacing the pipelines resulting in a reduction of the FY 21/22 CIP budget.

Following discussion:

It was moved by Director Tejeda, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to authorize the General Manager to transfer sixteen (16) water service accounts on the 4500 Block of Frederick Ave., 3400 Block of Thelma St., 3400 Block of Foothill Blvd. and 4500 Block of New York to the City of Glendale, Project E-1051

AYES: **Director Bodnar**
 Director Erickson
 Director Putnam
 Director Raghavachary
 Director Tejeda

NOES: **None**

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – No report

GENERAL MANAGER – Mr. Ochoa announced that CVWD has been awarded an ACWA JPIA Wellness grant and that the funds received will be used to fund programs and events to promote the wellness and well-being of CVWD employees. Mr. Ochoa requested a final review of the draft 2022 Strategic Plan Update by the Directors. Mr. Ochoa said that Mr. Gould gave a presentation of the History of the Verdugo Basin to employees of Glendale Water and Power and CVWD as a collaborative effort to help protect the health of the basin and pursue collaborative water supply projects. Mr. Ochoa shared that on Thursday morning, Eastern Municipal Water District staff will meet with CVWD staff to collaborate on means and methods for implementing capital projects, and in the afternoon, Mr. Bunn and his team from Lagerlof will give a presentation on contracts, procurements, and risk management for county water districts. Mr. Ochoa announced that the annual pancake breakfast will be held on August 3, 2022. Ms. Colby provided highlights of the Water Conservation and Public Outreach report. Ms. Telles provided highlights of the Maintenance and Operations report and presented a video of the Encinal/Dunsmore crossing project. Mr. Gould stated that water production for the month of June 2022 was 106.8 MG representing a 55%/45% split and provided highlights of the Engineering Report.

ATTORNEY REPORT – No Report

REPORTS OF PERSONNEL – None

REPORTS OF COMMITTEES

Engineering Committee – Director Erickson reported that the Committee had not met; however, an audio/video conference meeting will be scheduled in August.

Finance Committee – Director Bodnar reported that the Committee had met June 29, 2022. An audio/video conference meeting will be scheduled as needed.

Employee Relations Committee – Director Tejeda reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Policy Committee – Director Bodnar reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Community Relations/Water Conservation Committee – Director Tejeda reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Emergency Planning Committee – Director Putnam reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Executive Committee – Director Bodnar reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Technology Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference will be scheduled as needed.

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – No report

Director Tejeda – No report

Director Putnam – No report

Director Raghavachary – No report

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – None

CLOSED SESSION – None

ADJOURNMENT

There being no other business to come before the Board, at 8:01 p.m., the meeting was adjourned to July 26, 2022, at 7:00 p.m.

APPROVED

James D. Bodnar
President

James Lee
Director of Finance & Administration

CASH DISBURSEMENT LIST

June 2022



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0		Southern California Edison	Power purchased - June 2022	79,442.70	2,611.98
0		Los Angeles County Public Works	Excavation permits - June 2022	2,296.00	
44567	6/2/2022	Sierra Chevrolet Truck Center	Unit #60 - 2022 Chevy Colorado (Unit #51 replacement)	2,495.47	1,529.48
44568	6/6/2022	ADS, LLC	Sewer flow monitoring & wastewater sampling - May 2022		1,130.00
44569	6/6/2022	Athens Services	Plant - waste disposal services & Encinal clearing - May 2022	837.21	
44570	6/6/2022	Regino Avalos	Monthly landscaping service at 7 sites - May 2022	859.03	195.97
44571	6/6/2022	BSK Associates	Water sampling - February & April 2022	8,638.00	
44572	6/6/2022	BSK Associates	Water sampling - May 2022	2,548.50	
44573	6/6/2022	Cannon	E-977 - Design services - May 2022		6,338.10
44574	6/6/2022	CCS Interactive, Inc.	Monthly email charges, "orange" conservation and update banners	125.00	
44575	6/6/2022	Costco	Costco misc - April 2022	31.44	15.49
44576	6/6/2022	City of Glendale Finance Dept.	Tax collected on Water Services - Feb 2021 through March 2022	37,625.80	
44577	6/6/2022	City of Los Angeles	Sewerage Facilities Charges - March/April 2022		9,091.04
44578	6/6/2022	CJC Maintenance Services	Janitorial services - June 2022	494.00	156.00
44579	6/6/2022	Consolidated Electrical Distributors, Inc.	E-939 - Equipment for SCADA upgrade - June 2022	51,303.64	
44580	6/6/2022	Creative Concepts Landscape Mgmt., Inc.	Office - landscape maintenance - May 2022	474.50	175.50
44581	6/6/2022	Diggs Organization, Inc.	Consulting services for maint., production & standby SOP's - May 2022	1,301.03	266.48
44582	6/6/2022	Direct Connection	"Orange Alert" notification postcards	716.49	688.40
44583	6/6/2022	Great America Leasing Corp.	Kyocera copier leases - June 2022	1,185.09	1,138.62
44584	6/6/2022	Gsolutionz Professional Services	Voice communication - July 2022	189.53	148.92
44585	6/6/2022	Highroad Information Technology	Managed services, support & computer hardware - June 2022	11,689.62	3,270.81
44586	6/6/2022	K R Nida Companies	Units #2, 16, 18, 45 - radio and antenna installation		4,447.75
44587	6/6/2022	Office Depot	Misc. office supplies - May 2022	235.36	217.26
44588	6/6/2022	One Ring Networks, Inc.	Office/Glenwood - data communication - June 2022	1,012.50	337.50
44589	6/6/2022	Paper Cuts, Inc.	Paper shredding - May 2022	33.15	30.60
44590	6/6/2022	Public Water Agencies Group	Emergency Preparedness Program - June 2022	481.88	481.87
44591	6/6/2022	Anita Riganian	Refund check - 2857 Markridge	7.74	
44592	6/6/2022	Robert Brkich Const. Corp.	E-1033 - Progress Payment #1 - April 2022	376,770.00	
44593	6/6/2022	Sawyer Petroleum	Diesel fuel - May 2022	4,528.97	
44594	6/6/2022	Stanley Sheppard	Refund check - 2523 Orange	9.51	

44595	6/6/2022	SoCal Gas	Glenwood/Office - gas purchased - May 2022	97.56	30.81
44596			*Check was voided		
44597	6/6/2022	Steven Engineering, Inc.	E-939 - Power supply switch	1,448.08	
44598	6/6/2022	Sully-Miller Contracting Co.	Cold mix for temporary repairs - May 2022	880.01	
44599	6/6/2022	Underground Service Alert	Underground notifications - May 2022	240.42	113.14
44600	6/6/2022	UniFirst Corporation	Uniform rentals - May 2022	563.27	168.25
44601	6/6/2022	Univar Solutions USA, Inc.	Sodium Hypochloride - Glenwood (580 gals.) Mills (850 gals.)	5,171.18	
44602	6/6/2022	Waste Management	Office - disposal - June 2022	247.52	78.17
44603	6/6/2022	Sierra Chevrolet Truck Center	2022 Chevy Colorado - replacement for Unit #55	6,642.54	4,071.24
44604	6/7/2022	Game Stop #2631	Refund check - 2633 Foothill	20.05	
44605	6/7/2022	Sierra Chevrolet Truck Center	2022 Chevy Colorado - replacement for Unit #34	16,177.52	9,915.26
44606	6/7/2022	J.A. Salazar Construction	3351 Burrit Way - Emergency 1" service repair	8,131.97	
44607	6/9/2022	Bridgmore Consulting, Inc.	Consulting services for Employee training/development - May 2022	1,494.00	306.00
44608	6/9/2022	Cartegraph Systems, LLC	Annual software support for OMS/SEMS	4,005.00	1,335.00
44609	6/9/2022	CCS Interactive, Inc.	Monthly web hosting, analytics & water wasters reports - May 2022	127.50	42.50
44610	6/9/2022	City of Glendale Water & Power	Purchased Power - May 2022	31,008.40	
44611	6/9/2022	Clark Pest Control, Inc.	Monthly pest control at 5 sites - May 2022	373.25	62.75
44612	6/9/2022	Foothill Car Wash, Lube & Oil	Unit # 12 - oil change - June 2022	79.37	484.64
44613	6/9/2022	Grainger	Misc. supplies - May 2022	141.30	
44614	6/9/2022	J. Colon Coatings, Inc.	E-1036 - Progress Payment #5 - June 2022	152,332.50	
44615	6/9/2022	O'Reilly Auto Parts	Misc. parts - June 2022	103.42	63.38
44616	6/9/2022	Spectrum Business	Office - wireless communication - June 2022	1,275.11	527.55
44617	6/14/2022	ACWA/JPIA	Excess Crime Policy - annual renewal	450.00	450.00
44618	6/14/2022	Alex Morales Graphic Design	Professional services for courtyard sign	427.12	210.38
44619	6/14/2022	Applied Technology Group, Inc.	Misc. supplies - May 2022	55.16	
44620	6/14/2022	ARC	Monthly MPS Billing - May 2022	89.84	29.95
44621	6/14/2022	Associated Soils Engineering	E-1033 - soil testing services - June 2022	860.00	
44622	6/14/2022	AT&T Mobility	Voice communication - May 2022	1,270.27	379.43
44623	6/14/2022	AT&T	Voice communication - June 2022	614.19	482.57
44624	6/14/2022	Athens Services	Plant - waste disposal services - May 2022	216.11	68.25
44625	6/14/2022	Best Best & Krieger	Watermaster counsel - May 2022	96.19	21.11
44626	6/14/2022	California Water Efficiency Partnership	Annual CalWEP dues	1,658.85	
44627	6/14/2022	Petty Cash	Reimburse petty cash	359.80	231.08
44628	6/14/2022	Costco	Misc. office supplies - May 2022	142.32	131.37
44629	6/14/2022	City of Glendale Finance Dept.	Watermaster cost Share - Jan/Feb/March 2022	3,020.73	
44630	6/14/2022	DYI Home Center	Misc. supplies - May 2022	5.90	3.94
44631	6/14/2022	Great America Leasing Corp.	Kyocera copier leases - June 2022	1,185.09	1,138.62
44632	6/14/2022	Home Depot Credit Services	Misc. tools - May 2022	208.23	
44633	6/14/2022	InfoSend, Inc.	Printing and postage for billing - May 2022	1,270.26	1,220.45

44634	6/14/2022	John Robinson Consulting, Inc.	E-985 - Stormwater Recharge & M-965 Grant assistance - May 2022	1,800.00	
44635	6/14/2022	LJ's Access Systems, Inc.	Preventative maintenance - June 2022	772.07	315.35
44636	6/14/2022	Michael K. Nunley & Associates, Inc.	D-21-G2 - Design Services - June 2022	4,244.85	
44637	6/14/2022	Plumbers Depot, Inc.	Unit #52 - hydraulic fittings for aeroquip hose		939.20
44638	6/14/2022	Ramco	Concrete and crushed base - May 2022	328.59	73.56
44639	6/14/2022	Shell	Gas purchased - May 2022	2,955.26	985.09
44640	6/14/2022	Utility Cost Management LLC	Alternative electricity rate saving services - May 2022	301.69	61.79
44641	6/14/2022	Vulcan Materials Company	Mixed crushed base - May 2022	760.00	
44642	6/14/2022	Wallace & Associates Consulting, Inc.	D-21-G2 - Construction Mgmt., & Inspection Services - Mar./April 2022	592.00	
44643			*This check was voided		
44644	6/15/2022	Jaysen Ortega	Ortega - welding tuition reimbursement	220.13	73.37
44645	6/15/2022	Jonathan Russo	Russo - welding course & books reimbursement	269.74	150.91
44646	6/15/2022	Jacob Whittaker	Whittaker - Spring 2022 tuition reimbursement	221.63	73.87
44647	6/20/2022	Marie Malakian	3158 Los Olivos - Claim for front yard planter damage	129.00	
44648	6/20/2022	Associated Soils Engineering	D-21-G2 - Soils Testing Services - June 2022	4,170.00	
44649	6/20/2022	California Water Environment	Durose - collection system maintenance 1 renewal		91.00
44650	6/20/2022	City of Glendale Finance Dept.	Excavation permits - June 2022	9,429.00	
44651	6/20/2022	Direct Connection	2021 Water Quality Report, meter replacement door hangers	1,754.94	1,224.26
44652	6/20/2022	Dudek	E-1033 - Construction Management & Inspection Services - April 2022	33,922.00	
44653	6/20/2022	Foothill Municipal Water	Water delivery - May 2022	271,831.03	
44654	6/20/2022	Foothill Plumbing, LLC	Office - plumbing repairs	122.43	36.57
44655	6/20/2022	Grace Environmental Services	Well #2 - monitoring assistance - May 2022	4,141.14	
44656	6/20/2022	Systemated Business Products	Office supplies - CVWD envelopes	732.11	703.40
44657	6/20/2022	UPS	Misc. shipping charges - May 2022	9.71	9.32
44658	6/20/2022	Wells Fargo Card Services	Colby - news subscription, monthly email, working lunches	1,104.58	56.21
44659	6/20/2022	Wells Fargo Card Services	Gould - uniform hats, Misc. shipping charges	569.90	176.88
44660	6/20/2022	Wells Fargo Card Services	Holloway - misc. office supplies, recruitment advertising	319.32	199.37
44661	6/20/2022	Wells Fargo Card Services	Lee - monthly conferencing, COVID test kits, misc. shipping	645.35	359.71
44662	6/20/2022	Wells Fargo Card Services	Ochoa - misc. shipping, employee development	303.81	149.76
44663	6/20/2022	Wells Fargo Card Services	Telles - uniforms & boot repair, misc. vehicle parts	565.51	32.99
44664	6/20/2022	Wells Fargo Card Services	Whittaker - misc. vehicle parts	102.80	34.26
44665	6/21/2022	Bruce Gibson	3336 Park Vista - claim to repair granite pathway	687.00	
44666	6/21/2022	Emins Air Conditioning & Heating	Glenwood - replace filter, service pump	150.00	50.00
44667	6/21/2022	Highroad Information Technology	Managed services, support & computer hardware - June 2022	1,264.17	421.39
44668	6/21/2022	Lagerlof, LLP	Legal Services - May 2022	11,985.12	2,630.88
44669	6/21/2022	Mc Fence Co.	Edmund No. 2 - fence repairs	2,250.00	
44670	6/21/2022	Sierra Chevrolet Truck Center	Unit # 63 - 2022 Chevy Silverado 3500 - replacement for Unit #36	80,304.35	
44671	6/27/2022	Kellen Boyce	Medical & Wellness reimbursement	563.39	300.59
44672	6/27/2022	James Lee	Medical reimbursement	1,171.58	781.06

44673	6/27/2022	Arturo Montes	Medical reimbursement	294.08	196.06
44674	6/27/2022	Jonathan Russo	Wellness reimbursement	225.00	75.00
44675	6/27/2022	Adam Sutphin	Wellness reimbursement	187.50	62.50
44676	6/27/2022	Darlene Telles	Medical reimbursement	39.77	26.52
44677	6/29/2022	Raymond Dodge	E 939 - reimbursement for networking lunches	186.90	
44678	6/29/2022	Darlene Telles	Safety lunch reimbursement	85.16	28.39
44679	6/29/2022	Pam Leddy	Reimbursement for employee recognition	210.31	103.59
44680	6/29/2022	Plumbers Depot, Inc.	Freight charges		30.00
44681	6/30/2022	Apex Manufacturing Solutions	E-939 - Programming and Integration Services - June 2022	79,770.00	
44682	6/30/2022	APTwater, LLC	Nitrate Plant Maintenance - Feb. through June 2022	10,390.75	
44683	6/30/2022	Aqua - Metric Sales, Co.	Meter repair - new 1-1/2" register	1,655.90	
44684	6/30/2022	Regino Avalos	Fire regulation brush clearing at 7 sites - May 2022	6,315.00	
44685	6/30/2022	Building Block Entertainment, Inc.	Water conservation education program for Dunsmore Elementary	900.00	
44686	6/30/2022	Cannon	E-1034 & S-962 - Construction Inspection services - May 2022	370.00	832.50
44687	6/30/2022	Clark Pest Control, Inc.	Monthly pest control Mills at 5 sites - May 2022	382.25	62.75
44688	6/30/2022	Coastline Equipment Co.	Unit # 15 & #19 - Annual preventative maintenance service	2,168.98	
44689	6/30/2022	County of Los Angeles	District portion within Los Angeles County LAFCO fees	5,772.71	
44690	6/30/2022	Dudek	E-1033 - Construction Management & Inspection - May 2022	21,724.00	
44691	6/30/2022	EmbroidMe	Uniform t-shirts & CVWD caps (new logo)	617.48	
44692	6/30/2022	Grainger	Misc. tools & supplies - May 2022	1,397.70	
44693	6/30/2022	Gsolutionz Professional Services	Voice communication - May 2022	189.53	148.92
44694	6/30/2022	LA Dept Water and Power	Power purchased - June 2022	74.86	
44695	6/30/2022	Liebert Cassidy Whitmore	Legal services - May 2022	1,413.68	310.32
44696			*This check was voided		
44697	6/30/2022	O'Reilly Auto Parts	Misc. parts - June 2022	166.80	
44698	6/30/2022	Quinn Power Systems	Unit #54 - R & R starter & tracks, rental vehicle	8,349.85	
44699	6/30/2022	Sawyer Petroleum	Unit #35 - Glenwood Generator red diesel	2,060.71	
44700	6/30/2022	SoCal Gas	Office - gas purchased - May 2022	39.18	12.37
44701	6/30/2022	Spectrum Business	Office - voice communication - June 2022	110.99	38.99
44702	6/30/2022	Spectrum Business	Glenwood - voice communication - June 2022	116.90	41.07
44703	6/30/2022	Spectrum Business	Mills - voice communication - June 2022	110.99	38.99
44704	6/30/2022	Star Ford	Unit #45 - R & R injectors, repair oil leak, oil change and service	2,100.00	
44705	6/30/2022	Steven Engineering, Inc.	E-939 - power supply & battery	1,319.68	
44706	6/30/2022	Ultra Welding, Inc.	2736 Mountain Pine - welding services	910.00	
44707	6/30/2022	UPS	Misc. shipping charges - May 2022	27.37	26.29
44708	6/30/2022	Vulcan Materials Company	Mixed crushed base - May 2022	860.00	
44709	6/30/2022	Westlake Ace Hardware	Misc. supplies - May 2022	568.68	27.77
44710	6/30/2022	Carney Engineering Construction	D-21-G2 - Progress Payment #1 - May 2022	86,832.85	
44711	6/30/2022	Wallace & Associates Consulting, Inc.	D-21-G2 - Construction Mgmt.. & Inspection services - May 2022	19,954.00	

44712	6/30/2022	Foothill Municipal Water	Glendale/CVWD/Foothill Interconnection Agreement - April/May 2022	100.00	
44713	6/30/2022	Seth Jones	Reimbursement for work jeans	127.10	37.97
44714	6/30/2022	Kennedy Jenks	M-1037A - WWMP - Consulting services - May 2022	1,475.00	

\$ 1,528,118.05 65,868.40

Total Disbursements for June 2022 1,593,986.45

<u>Payroll Report</u>	1,750.00
Directors	140,552.00
Office Regular Payroll	3,000.00
Office OT	87,532.00
Plant Regular Payroll	10,216.00
Plant OT & Standby	17,974.00
Employer Payroll Taxes	421.00
Payroll Service Charges	
Total Payroll for June 2022	<u><u>\$ 259,695.00</u></u>

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS – STAFF REPORT

To: Honorable President and Members of the Board of Directors
From: Thomas Bunn – General Counsel
Subject: **Approve continuation of remote meetings as described in AB 361 and make required findings**

DISCUSSION :

At the September 28, 2021 Board meeting, pursuant to AB 361, the Board of Directors adopted Resolution No. 772, which authorized the Board to continue to have remote meetings based upon the continued state of emergency for COVID-19, and made findings that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees. In order to continue to have remote meetings, AB 361 requires that the Board reaffirm one or both of those findings within 30 days after the first remote meeting, and every 30 days thereafter, provided that a state of emergency continues to be in place.

At the time this report was prepared, there is a continued state of emergency for COVID-19. This item is on the agenda for the Board to consider whether to reaffirm the resolution and make the required findings to continue to have remote meetings for an additional 30 days. The resolution authorizes the Board to extend the resolution by motion.

FINANCIAL CONSIDERATIONS

None.

RECOMMENDATION

The Board of Directors reaffirm Resolution No. 772 and find that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees.

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Action Item No. 1

July 26, 2022

To: Honorable President and Members of the Board of Directors
From: Brook Yared, M.S., P.E. – Engineering Manager
Subject: Request for Proposal – Professional Engineering Services for Design of FY 22/23 Pipeline Replacement, Projects E-1046

ACTION ITEM:

Professional Engineering Services for Design of FY 22/23 Pipeline Replacement, Project E-1046 –

Consideration and motion to authorize the General Manager to enter into an agreement with Cannon Corporation (Cannon) to provide professional engineering services for said project at a cost of \$105,016 and establish a contingency amount of \$10,500 (10% of contract) to cover the cost of unforeseen or additional work.

BACKGROUND:

Crescenta Valley Water District (CVWD) has embarked on its FY 22/23 capital improvement project program, which includes the replacement of old and undersized steel pipelines within the water distribution system. CVWD's goal is to replace all existing pipelines that are 50-yr & older within the next 85-years. For CVWD to meet this pipeline replacement schedule, we will need the assistance of a consulting engineering firm to prepare plans and specifications for the upcoming pipeline projects. (see attached location map).

The pipelines scheduled to be replaced this year are the 12-inch, 8-inch, & 6-inch water mains on the 2600 & 2700 Blocks of Orange Ave and the 6-inch water main on the 4800 Block of Adobe Lane, for a total of 2,425 LF. The amount of pipeline to be replacement for this year has been reduced due to the ongoing drought and reduction in revenue.

DISCUSSION:

In May 2022, a request for proposal (RFP) was sent to six (6) consulting engineering firms to prepare design plans and specifications for the proposed project. Each firm has prior experience with providing professional services for the design of similar water infrastructure projects. Attached for your review is the District's RFP that includes the scope of work and other project parameters.

On July 1, 2022, staff held a pre-proposal web conference with the consulting firms and provided information about CVWD, the scope of work and the proposed project schedule. The proposals were due on July 20, 2022, and CVWD received six (6) proposals.

Staff reviewed each proposal and ranked them in accordance with the following categories and weighted percentages: 1) Proposal, Project Concept & Scope of Work– 30%, 2) Previous work experience – 30%, 3) Expertise of project staff on similar projects – 20%, 4) Coordination with agencies – 10%, and 5) Costs of service – 10%.

After Staff completed its review and ranked each consultant (see attached proposal ranking table), it was determined that Cannon's proposal addressed the District's design needs and was the highest ranked consultant.

Cannon's proposal addressed the critical design issues, such as the channel crossing on Orange Ave., design of the new pipeline, fire services and water service laterals, meeting CVWD's project schedule, and their proposed costs are within CVWD's budget for this project. The proposal also considered community outreach and interagency coordination with Monte Vista Elementary School, the Department of Drinking Water and Los Angeles County Public Works. Cannon's team members have completed many similar projects within Los Angeles County.

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.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to enter into an agreement with Cannon Corporation to provide professional engineering services for said project at a cost of \$105,016 and establish a contingency amount of \$10,500 (10% of contract) to cover the cost of unforeseen or additional work.

FUNDING AVAILABILITY:

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

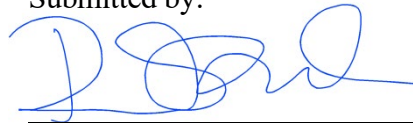
Account Description	Amount
FY 22/23 Water CIP – Water Distribution – Pipeline Replacement	\$ 2,523,650
E-1051 - Transfer of Water Services	\$ (55,000)
FY 22/23 Water CIP – Pipeline Replacement Remaining	\$ 2,468,650
E-1046 - 2600 & 2700 blocks of Orange - Design Consultant with Contingency	\$ (115,520)
E-1046 - Preliminary Construction Estimate (Contractor)	\$ (965,000)
E-1046 - Preliminary Estimate for Materials Cost	\$ (155,000)
E-1046 - Preliminary Estimate for Construction Management Services	\$ (85,000)
E-1046 - Preliminary estimate for soils engineer, and CVWD labor costs	\$ (29,100)
E-1046 - Total Preliminary Cost Estimate	\$ (1,349,620)
Amount Remaining in Water CIP – Water Distribution – Pipeline Replacement	\$ 1,119,030

Prepared by:



Brook Yared, M.S., P.E.
Engineering Manager

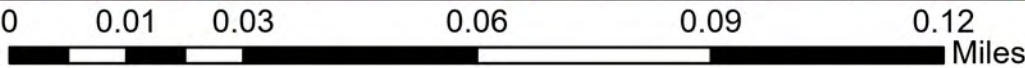
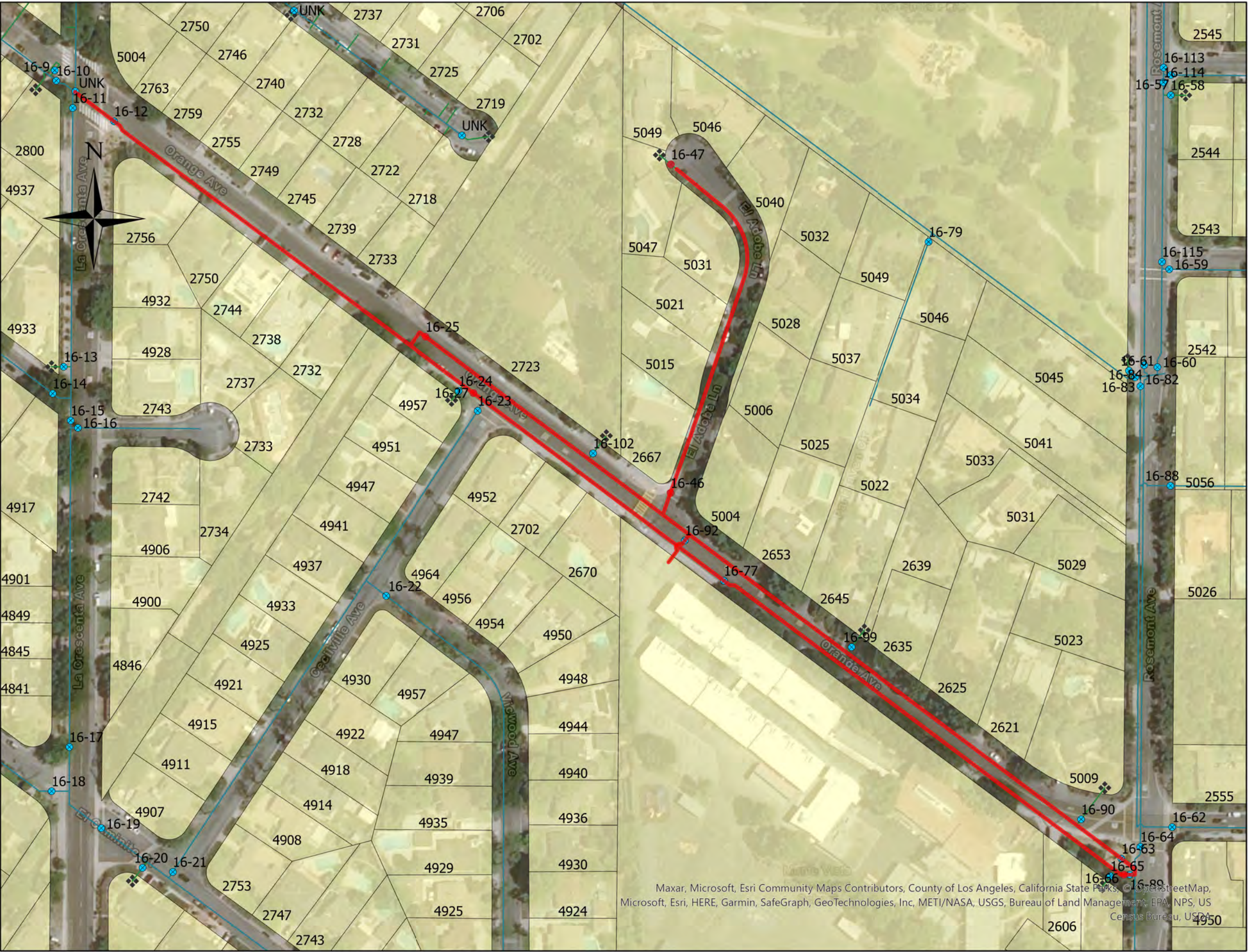
Submitted by:



David S. Gould, P.E.
Director of Engineering & Operations

Attachments:

1. Project Location Map
2. Consultant Ranking Table
3. CVWD's Request for Proposal
4. Cannon's Proposal dated 7/20/22



Legend

Existing System:

Valve

- Valve
- Water Main
- WtLateral
- WtHydrant

parcels_w_zones_R1

parcels_w_zones_R1

12-inch & 6-inch main to be replaced

Total Length - 1250 ft
Diameter New Pipeline - 12-inch
Material - CMLxCMC, 10 ga, Steel

E-1046 - Orange Ave & Adobe Ln. Pipeline Replacement



Location Map

Maxar, Microsoft, Esri Community Maps Contributors, County of Los Angeles, California State Parks, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA

Crescenta Valley Water District

Ranking	Weighted Percent	Cannon		MKN Associates		CivilTech Engineering		Tetra Tech		SA Associates		DMc Engineering	
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
Proposal - Project Concept & Scope of Work	30%	4.1	1.24	4.1	1.24	4.1	1.24	3.9	1.16	4.0	1.20	3.5	1.05
Project Experience	30%	4.3	1.28	3.9	1.16	3.9	1.16	4.4	1.31	3.9	1.16	3.8	1.13
Project Team Qualifications	20%	4.0	0.80	3.9	0.78	3.8	0.75	4.0	0.80	4.0	0.80	3.8	0.75
Coordination with Agencies	10%	3.9	0.39	3.9	0.39	3.6	0.36	3.9	0.39	4.1	0.41	3.4	0.34
Consultant's Fee	10%	3.6	0.36	3.8	0.38	4.0	0.40	2.5	0.25	3.3	0.33	3.8	0.38
Final Weighted Score	100%		4.06		3.94		3.91		3.91		3.90		3.64
Proposal Cost			\$105,016		\$111,098		\$100,000		\$160,000		\$125,000		\$55,020

Each consultant's proposal rated 1 - 5 (5 outstanding - 3 average - 1 unsatisfactory) on each category above. Each rating is multiplied by the weighted average for each category and totaled for the final weighted score.

Categories:

Project Concept & Scope of Work - How well the consultant's proposal addressed the needs of the District as outlined in the request for proposal & how well the consultant showed how its firm would complete the requested tasks

Project Experience - How much previous experience has the consultant on projects similar to this project

Project Team Qualifications - How did the consultant's proposal use its staff and the experience of the individual people involved

Consultants Fee - How well the consultant's proposal utilized their staff and the costs associated with the proposal



REQUEST FOR PROPOSAL

PROFESSIONAL ENGINEERING SERVICES FOR DESIGN OF FY 22/23 PIPELINE REPLACEMENT PROJECT, PROJECT E-1046

PROPOSAL DUE DATE: July 20, 2022

INTRODUCTION:

Crescenta Valley Water District (CVWD) is embarking on its FY 22/23 capital improvement project program, which includes the replacement of old and undersized steel pipelines within the water distribution system. The District's goal is to maintain a pipeline replacement schedule that will replace all pipelines within an 85-year period. Currently about 50% of CVWD's pipelines will be over 85 years old in the next 30 years. To meet this goal, CVWD would have to replace approximately 50 miles of pipeline over the next 30-years, about 1.5 miles of pipeline annually. The specific pipelines to be replaced per year are based on age of pipeline, pipe size, pipe material and number of previous leaks. The pipelines are also grouped within a specific area of the District for ease of construction.

CVWD's Board approved the FY 22/23 Water Budget in May 2022, and the approved budget showed \$2.5M available for pipeline replacement as part of the CIP budget. With recent changes in economic climate, CVWD is deviating from the 1.25 miles of pipeline replacement planned for this coming fiscal year and attempting to return to the original pipeline replacement schedule in the future to accommodate for the 85-year replacement schedule. CVWD's Engineering Department in previous years, performed the planning, design, specification development, potholing, trench marking, materials ordering, bidding, community outreach, construction administration, and inspection for pipeline projects.

For CVWD to meet the accelerated pipeline replacement schedule, we will need the assistance of a consulting engineering firm to prepare design plans and specifications to replace the existing pipelines (as shown in the table below) with approximately 1850 LF of new 12-inch water main and replace the existing 6-inch main on Adobe Lane with 575 LF of new 6-inch main. CVWD is planning to advertise and bid this work as one project and complete the project by June 30, 2023.

Street Name	Block No.	Year Const.	Ex. Pipe Size (in)	New Pipeline Dia. (in)	Length (LF)	Contractor Cost Estimate	Consultant, Materials, Permits, etc.	Total Cost Estimate	Cost/LF
Orange Ave (N)	2600	1947	12	12	1250				
Orange Ave (S)	2600	1947	6	-					
Orange Ave	2700	1953	6	12	600				
Adobe Ln	5000	1948	6	6	575				
					2,425	\$985,000	\$250,900	\$1,234,800	\$509

SCOPE OF WORK

CVWD is seeking a professional engineering firm to design and prepare construction specification documents for the installation of the new pipelines as described above. The major elements of the project include the following:

- Topographic survey and right-of-way mapping
- Utility research and compiling for base map.
- Pothole plan for utility crossing and connection to existing water mains, including permits.

- Perform Potholing (subcontractor) and confirmation of the depth and location all utility crossing locations.
- Pipeline design (plan view only) per CVWD design and AutoCAD standards.
- Details of connection to existing water mains.
- Design of crossing of Eagle Canyon Channel and submittal of plans for permit approval with Los Angeles County Flood Control
- Coordination with Los Angeles County, Department of Public Works
 - o Design requirements relative to pavement replacement, backfill requirements, water discharge BMPs and traffic control.
 - o Approval of all fire hydrant locations.
 - o Traffic Control Plans & detour coordination with the nearby school.
 - o Excavation Permit – Submittal and preliminary approval. Contractor will obtain the final permit. CVWD will pay all permit fees.
- If necessary, coordination with State Water Resources Control Board, Division of Drinking Water for variance approval.
- Project Front-end Specifications. Sample provided by CVWD.
- Project Special and Technical Provisions. Sample provided by CVWD.
- List of all materials necessary for project construction.
- Bidding Schedule and Engineer’s construction cost estimate. Bidding coordinated with CVWD.
- Project Schedule for design phase and estimated construction schedule.
- Construction services including:
 - o Assistance with response to requests for information.
 - o Review of shop drawings and submittals.
 - o Construction staking including marking centerline of trench.
- As-built drawing updates per redline information from the Contractor.

Deliverables:

- Prepare 100% submittal and final submittal of construction drawings and specifications.
- Project Meetings - Attendance at least five (5) design and bidding project meeting
 - o Kick-off Meeting
 - o 50% Submittal for pipeline alignment
 - o 100% Submittal
 - o Final Submittal
 - o Pre-Bid Meeting
 - o Pre-Construction Meeting

Project Schedule:

<u>Task</u>	<u>Date</u>
Pre-Proposal Meeting – Web Conference	July 1, 2022
Proposal Due	July 20, 2022
Award of Contract	July 26, 2022
Kick Off Meeting	July 28, 2022
Board Approval – Advertisement for Bids	October 11, 2022
Pre-Bid Meeting	October 26, 2022
Bid Opening	November 9, 2022
Board Approval – Award of Contract	December 13, 2022 (Tentative)
Start Construction	January 9, 2023

PROPOSAL REQUIREMENTS:

Scope of Work

The proposal shall include a detailed list itemizing the tasks required to complete the scope of work addressing all project criteria outlined above. Each task shall include a detailed estimate of man-hours required to complete each task.

Proposal Fee Schedule

The proposal shall include a "Fee Schedule" outlining all applicable hourly rates and costs for services. The proposal shall provide a breakdown of fees associated with the project task as specified above. The proposal shall also include a "not-to exceed" total fee, which shall include all work necessary to complete the project objective.

Schedule

The proposal shall include a proposed project schedule detailing the time of completion for design and permitting. The schedule shall include the number of calendar days required to perform each task and the total number of calendar days required to complete the entire project.

Project Experience

The proposal shall include description of comparable pipeline projects completed by consultant including experience working with the City of Glendale and Los Angeles County within past three (3) years including date completed, location of work names, addresses, and phone numbers of persons in charge of project, and the name and address of the public agency or firm for whom the project was constructed.

Consultant's Representative

The proposal shall name a responsible representative, an alternate, and all sub-consultants to perform the assigned tasks. The chosen consultant's representative will remain responsible and in charge of all duties from contract negotiations through project completion. If the primary representative is unable to continue with the project, then the alternate representative will become the primary representative. The District must approve any other changes in responsible representative, in advance. The District will have the right to reject other proposed changes in personnel and may consider any other changes in responsible personnel a breach of contract.

Professional Service Agreement

The chosen consultant shall be responsible for completing the specified services in accordance with the District's standard "Professional Services Agreement," which will be prepared by the District. Services specified in this agreement shall be taken directly from the consultant's accepted proposal and from this "Request for Proposal", if applicable.

Insurance Requirements

The District will require employer's liability, comprehensive commercial liability insurance, and errors and omissions insurance coverage for at least \$2,000,000 and comprehensive automobile liability for at least \$1,000,000. The District requires that the District be named as additional insured on the policy and such insurance policy shall not be terminated or canceled without thirty (30) days prior written notice to the District.

District Reimbursements

The District normally reimburses consultants for the actual cost (plus 15%) for all outside expenses, including those for material costs authorized in advance by the District. Other reasonable expenses will be reimbursed where such costs have been advanced by consultant and approved by the District.

The chosen consultant shall not be compensated for use of computers, office equipment, hardware, or software materials. Said costs are not compensated and time expended by consultant's personnel on such equipment is included within the hourly rate as shown on the consultant's fee schedule.

District Responsibilities:

District will provide the following to assist the selected consultant with the project and its completion:

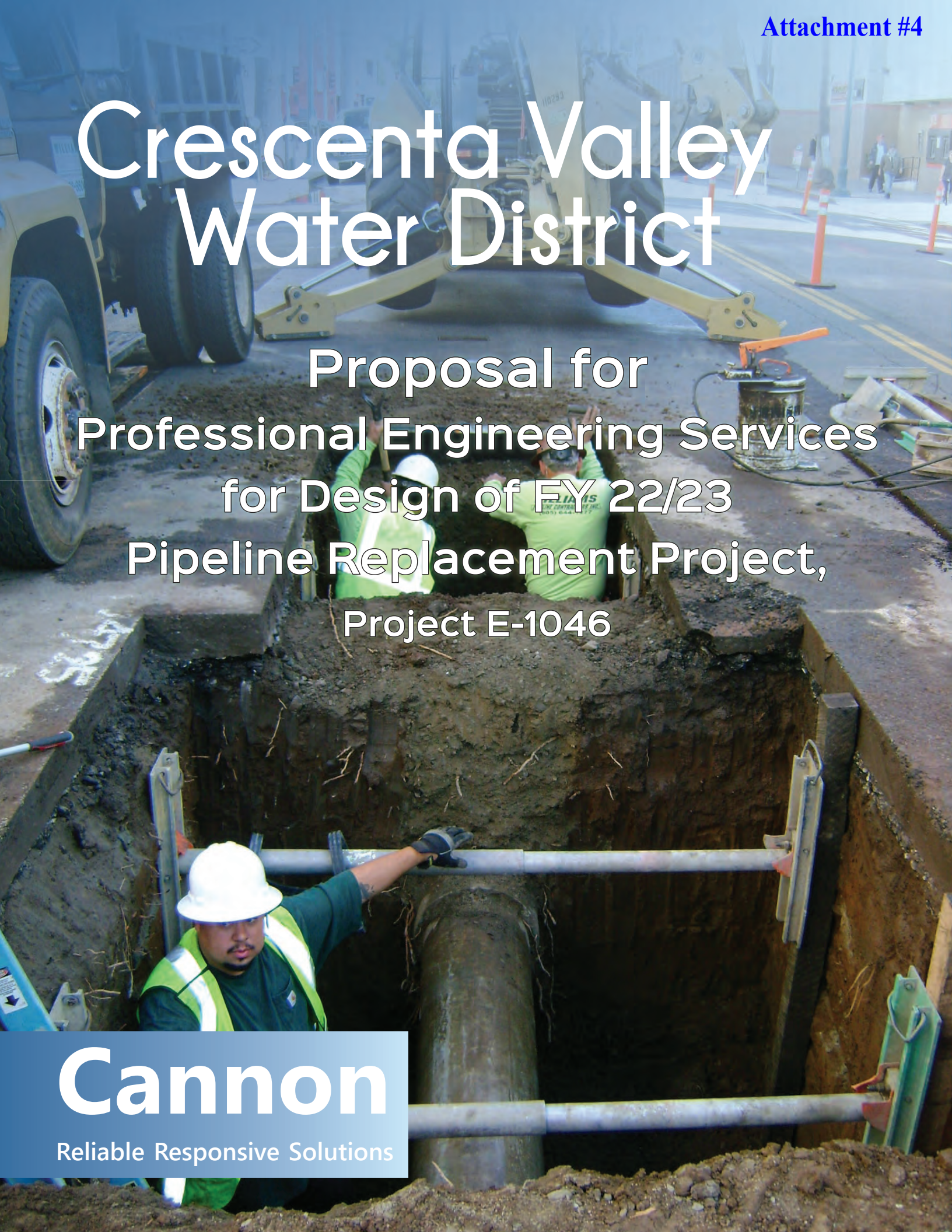
- Geographic information system (GIS) information and topographic surveys as available.
- Reports, plans, and drawings, as available and pertinent to the proposed plan.
- Design criteria, preferred manufacturer's information, and other technical information, as available and pertinent to the project.
- Current operational condition and performance of existing infrastructure pertinent to the proposed plan.

Proposal Due Date:

Please submit one (1) copy of the proposal as a PDF file via e-mail via e-mail by 12:00 pm by July 20, 2022, to byared@cvwd.com. Send three (3) copies of the proposal to the attention of Mr. Brook Yared, Engineering Manager at Crescenta Valley Water District, 2700 Foothill Boulevard, La Crescenta CA 91214. If you have any questions or comments, contact Mr. Yared at (818) 236-4117.

Crescenta Valley Water District

Proposal for
Professional Engineering Services
for Design of FY 22/23
Pipeline Replacement Project,
Project E-1046

The background image shows a construction site for a pipeline replacement project. In the foreground, a worker in a green shirt, white hard hat, and safety vest is working inside a deep trench. A large, dark, cylindrical pipe is visible in the trench. The trench is lined with metal shoring. In the background, another worker in a green shirt and white hard hat is visible, and a yellow excavator is partially visible. The scene is set on a street with orange traffic cones and a yellow truck in the background.

Cannon

Reliable Responsive Solutions

Crescenta Valley Water District
Attn: Mr. Brook Yared, Engineering Manager
2700 Foothill Boulevard
La Crescenta, CA 91214

July 20, 2022

Subject: **Proposal for Professional Engineering Services for Design of
FY 22/23 Pipeline Replacement Project, Project E-1046**

Dear Mr. Yared:

Crescenta Valley Water District (CVWD or District) plans to accelerate their pipeline replacement schedule for the FY 22/23 capital improvement project, which includes the replacement of old and undersized steel pipelines within their water distribution system. The District's goal to replace all existing pipelines, 50-years and older, within the next 85-years will improve water quality and increase fire protection. The FY 22/23 capital improvement project is part of this goal. By upgrading and replacing aging pipelines, CVWD will be better able to maintain reliable, quality water systems, improve fire flow, and provide greater distribution capability throughout its service area in unincorporated Los Angeles County communities.

CVWD plans to replace approximately 2,425 linear feet (LF) of existing pipelines with approximately 1,850 LF of new 12-inch water main and 575 LF of new 6-inch water main, before June 30, 2023. The projects also involve the replacement and addition of fire hydrants, water service laterals, and gate valves. CVWD needs an experienced consulting engineering team to prepare design plans and specifications for the upcoming pipeline projects and within their accelerated schedule.

Cannon has both extensive experience with water main replacement and upgrade projects and working with the District on successful projects. We are committed to meeting project milestones within the timeframes required by CVWD. We will maintain and accelerate, as needed and available, project scheduling and project task completion. In addition to our experience providing CVWD water resource engineering for District Wells No. 2, Well No. 16, and construction management and inspection on CVWD's 8-inch Water Main Project, E-1034. Our team has worked extensively with water agencies and companies throughout Los Angeles and Orange Counties and across Southern California. Our clients include the cities of Glendale, Santa Monica, Manhattan Beach, Beverly Hills, Norwalk, Whittier, Lakewood; Los Angeles County Department of Public Works; Suburban Water Systems; and Golden State Water Company, whom we have completed similar projects within constrained time frames. As a result of this experience, our team is well suited to provide reliable, efficient engineering design to meet CVWD's project needs.

Our experience working with Los Angeles County and Los Angeles County Flood Control in their permit requirements includes services we provided with CVWD's Well No. 16, which required a Los Angeles County flood control permit for the well waste discharge line connection to the storm drain system.

With 46 years of water main replacement, upgrade, and other potable-water resource design and surveying experience, Cannon has the staff, resume, and references to make projects a success. We will apply our experience to provide the innovative and cost-effective engineering services needed for CVWD's water main replacement program.

Sincerely,



Tina Kuah, PE No. 70876, Civil Senior Associate Engineer
☎ 310.382.5129 📠 310.633.0889 ✉ TinaK@CannonCorp.us
11900 West Olympic Boulevard, Suite 530, Los Angeles, CA 90064



Gary Roepke, PE No. 48693, Senior Principal Civil Engineer
☎ 310.382.5129 ✉ GaryR@CannonCorp.us

Table of Contents

Section 1	Scope of Work
Section 2	Proposal Fee Schedule
Section 3	Schedule
Section 4	Project Experience
Section 5	Consultant's Representative • Project Manager and Alternate • Organizational Chart • Resumes

All information submitted within this proposal is true and correct. This proposal will remain valid for a period of 90 days from the submittal date on this letter.

Project Understanding

Crescenta Valley Water District's (CVWD or District) FY 22/23 capital improvement project program includes replacing old and undersized steel pipelines within the water distribution system. Currently, about 50% of the District's goal criterion– to replace existing pipelines 50-years and older within the next 85-years – has been met. CVWD must replace 1.5 miles of pipe per year for the next 30-years to meet this goal.

CVWD's Board approved the FY 22/23 Water Budget in May 2022, which showed \$2.5M available for pipeline replacement as part of the CIP budget. CVWD is moving away from the 1.5 miles of pipeline replacement to 1.25 mile for this coming fiscal year and attempting to return to the original pipeline replacement schedule in the future to accommodate the 85-year replacement schedule. CVWD's Engineering Department in previous years completed the planning, design, specification development, materials ordering, bidding, community outreach, construction administration, and inspection for pipeline projects.

For CVWD to meet the accelerated pipeline replacement schedule, they will need the assistance of an experienced consulting engineering firm to prepare design plans and specifications for the pipeline projects.

The project involves the following:

- Replacement of existing 12-inch pipeline with 1,250 LF of new 12-inch steel water mains on the 2600 Block of Orange Avenue (North) that were installed in 1947 within the unincorporated area of Los Angeles County.
- Replacement of existing 6-inch pipeline with 600 LF of new 12-inch steel water mains on the 2700 Block of Orange Avenue that were installed in 1953 within the unincorporated area of Los Angeles County.
- Replacement of existing 6-inch pipeline with 575 LF of new 6-inch steel water mains on the 500 Block of Adobe Lane that were installed in 1948 within the unincorporated area of Los Angeles County.

We have identified the alignments and assessed them for practicality. Please refer to our Exhibits 1 and 2 on pages 2 and 3. Orange Avenue and Adobe Lane are narrow residential streets with limited parking. Los Angeles County's Eagle Canyon Channel crosses Orange Avenue. The project includes replacing fire hydrants, water service laterals, new gate valves, and reconnections to existing water mains.

As mentioned, the District typically pre-purchases the material; however, for this project, the District may require the contractor to purchase the material. Cannon will work with the District in whatever method the District proposes to proceed in acquiring the material.

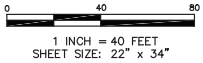


Exhibit 1. Site Considerations at El Adobe Lane.



EL ADOBE LN — PLAN VIEW

SCALE 1"=40'



FOR REVIEW ONLY

F:\proj\2022\220706\4. Production and Drafting\Const Dwg\Civil





11900 West Olympic Blvd, Suite 530
Los Angeles, CA 90064
P 310.664.1166 F 310.664.8877

CA. PROJ. NO.
220706

THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF CANNON. ALL DESIGNS AND INFORMATION ON THESE DRAWINGS ARE FOR USE OF THE SPECIFIED PROJECT AND SHALL NOT BE REPRODUCED OR USED OTHERWISE, OR REPRODUCED WITHOUT THE EXPRESSED WRITTEN PERMISSION OF CANNON.

DISCLAIMER

Approval by C.V.W.D. does not constitute a representation as to the accuracy of design or the existence and location of underground utilities, structures, and conditions within the limits of this project.

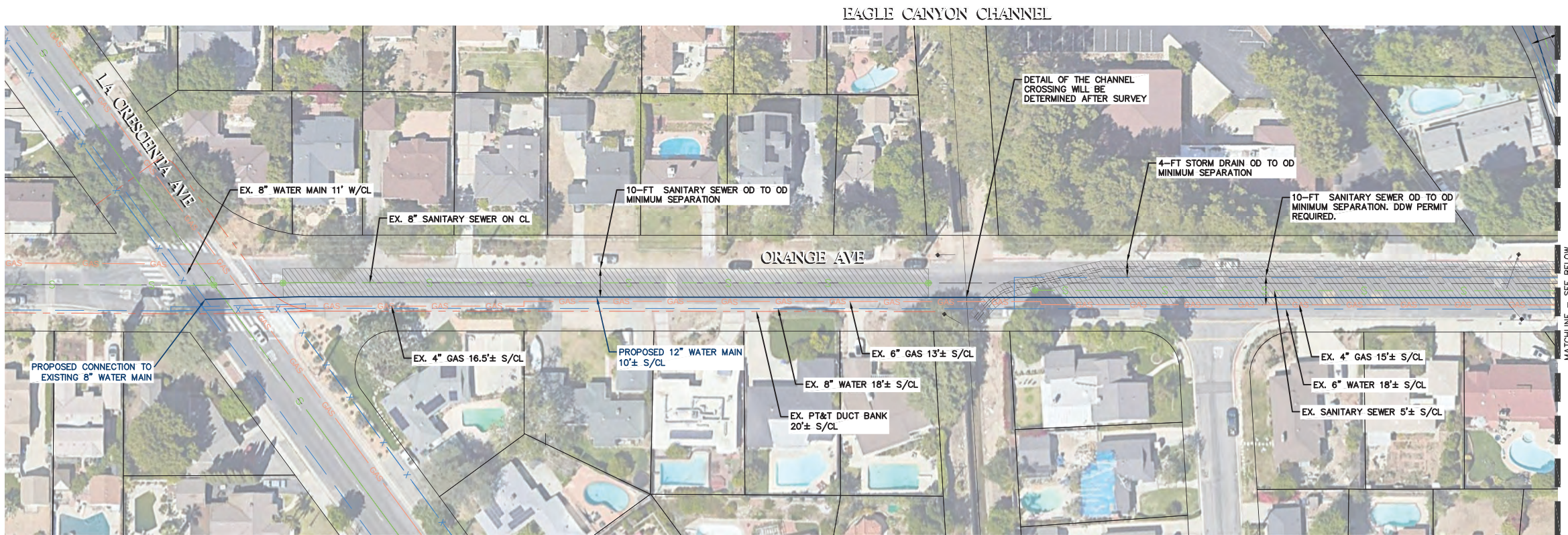
REV.	DATE	REVISION	REV. BY	CHK. BY	APP'D

SCALE:	AS SHOWN	DATE
DRAWN BY:	TK	
CHECKED BY:		
APPROVED:		
AS BUILT:		

CRESCENTA VALLEY WATER DISTRICT 
WATERLINE REPLACEMENT PROJECT
EL ADOBE LANE EXHIBIT

L.A.C.D.P.W. PERMIT NO.	
SHT. _____ OF _____ SHTS.	
JOB NO.	FILE NO.

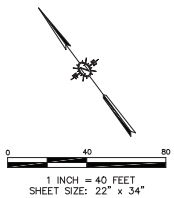
Exhibit 2. Site Considerations at Orange Avenue



ORANGE AVENUE — PLAN VIEW
SCALE 1"=40'



ORANGE AVENUE — PLAN VIEW
SCALE 1"=40'



FOR REVIEW ONLY



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CA. PROJ. NO.
220706

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DISCLAIMER

Approval by C.V.W.D. does not constitute a representation as to the accuracy of design or the existence and location of underground utilities, structures, and conditions within the limits of this project.

REV.	DATE	REVISION	REV. BY	CHK. BY	APP'D

SCALE:	AS SHOWN	DATE
DRAWN BY:	TK	
CHECKED BY:		
APPROVED:		
AS BUILT:		

CRESCENTA VALLEY WATER DISTRICT

WATERLINE REPLACEMENT PROJECT

ORANGE AVENUE EXHIBIT

L.A.C.D.P.W. PERMIT NO.	
SHT. _____ OF _____ SHTS.	
JOB NO.	FILE NO.

Scope of Work

We have prepared a detailed project-specific set of task items and descriptions to successfully complete this project.

The general tasks associated with this project are listed as follows:

Phase 1 –Preliminary Engineering and Preliminary Design Report.

Task 1.1 – Project Kick-off Meeting and Site Visit

We will begin this project with a kick-off meeting with District staff. This meeting is a key opportunity for District representatives and the consultant team to steer and further clarify critical elements of the project. The meeting agenda will focus on the project understanding, staff preferences, siting considerations, data and information collection, team member involvement, project constraints, project progress, and anticipated design obstacles. This meeting will also include a review of background information provided with the RFP documents and project scope as well as an overview of the project schedule.

We will interview key personnel of the Design Department and the Operations and Maintenance staff to incorporate design preferences and fully understand the issues influencing the project. The kick-off meeting will also initiate the transfer of additional relevant record plans and include a site visit to the project site.

Task 1.2 – Review of Available Information

Cannon will coordinate with the District to obtain pertinent operations needed for design and sample specifications in electronic format. The system hydraulics and the design pressure will be obtained, evaluated, and established from the District provided information. Cannon will make additional field visits to establish and verify dimensions and existing utility locations. We will compile and review collected documents for inclusion into the electronic base map used to prepare a detailed preliminary report and plans and related tasks defined below.

Cannon, in conjunction with John Robinson Consulting, Inc., will also contact the County of Los Angeles soon after the Notice to Proceed for permit requirements needed to install the water mains. The expected information that will be required includes the following:

- Design requirements relative to pavement replacement, backfill requirements, water discharge BMPs, and traffic control.
- Approval of all fire hydrant locations.
- Traffic Control Plans and detour coordination with the nearby school, Monte Vista Elementary (may not be required per Los Angeles County.)
- Excavation Permit – submittal and preliminary approval will be completed by John Robinson Consulting, Inc. The Contractor will obtain the final permit. CVWD will pay all permit fees.

Task 1.3 – Utility Research and Notification

Obtaining the utility information will impact the critical path for this project. We have contacted USA and have asked for information on what utility companies will impact the design. The utilities that appear to be underground are SoCal Gas, AT&T, County of Los Angeles storm drains, plus the District sanitary sewers and water mains. As-builts for these were provided with the District's RFP. We will coordinate with the utility companies to obtain pertinent operations data and record drawing information of utilities within the project areas. We will compile, review, and include collected utility information into the electronic topographic survey base map.

We will also ask that Dig Alert be contacted to mark the locations of the underground utilities before we complete the survey such that the locations can be picked up in the survey. This will shorten the schedule to produce base sheets, this will provide better accuracy for the locations of the utilities. We will verify the utility markings in the field with the as-built utility location maps.

Task 1-4 – Potholing

Potholing is a critical element in utility research and is used to determine the vertical location of existing underground utilities crossing the proposed pipeline alignment. The potholing of pipeline/utility crossings during the design phase is standard practice for an underground pipeline project. This practice reduces pipeline construction interferences and potential project delays. The actual number of potholes will be re-evaluated and determined after the available utility information is obtained and plotted.

We will prepare a potholing map and present it to the District for review and comments. The pothole map will be prepared after approval by the District of the Alignment Analysis. Sitiescan, our subconsultant, will pothole the utilities and provide location markers for the utility potholed and the depth to the utility. Cannon will complete a follow-up survey to locate the potholes after the potholing has been completed. The pothole location survey will then be downloaded into the base maps along with the depth to the utility.

Task 1-5 – Topographic Survey

A topographic survey is needed to provide the existing conditions and constraints including the right-of-way for the project site. Cannon will provide a field survey and prepare a topographic survey map showing the following information in accordance with the requirements of the RFP:

- Horizontal Control based on NAD83 Lambert Zone 5.
- Vertical Control based on NAVD88.
- Provide Points in PNEZD format in a .csv file.
- Provide 3D tin lines (DTM) for surface creation.
- The site plan map will show street centerline, right-of-way, lots, curb and gutter or edge of pavement, sewer and storm drain manholes, water valve covers, fire hydrants, catch basins, air/vac cans, telephone poles, fences on or near the right-of-way and property lines, trees, and other surface features.
- Provide horizontal/vertical measurements of Eagle Canyon Channel at street crossing.
- Show record street centerline, right-of-way, easement, and lot information.
- Show sewer and storm drain manhole rim/invert elevations and size of main extending outwards from the manhole in each direction, including catch basins and inlets.
- Locate DIGALERT underground utility mark-outs and evidence of recent trench locations such as newly installed traffic signal loops, electrical, telephone or TV cable utilities.
- Contours at 1-foot intervals; 5-foot major and 1-foot minor contours.
- Horizontal Scale shall be 1" = 40' minimum for the plan view. Areas that require special details will be at a scale sufficient to show the necessary detail.
- Provide CVWD with the record information and files (.pdf format) that were used to establish centerlines, property lines and easements.
- Locate pothole locations.

Task 1-6 – Traffic Control Plans

Provisions will be included in the project specifications, imposing the requirement of submitting signed and stamped traffic control plans onto the Contractor at the time of construction. The requirements for traffic control will comply with the requirements of Los Angeles County. We are anticipating that the WATCH Handbook will be required.

Task 1-7 – Design and Prepare 50% Construction Plans

Based on the kick-off meeting and utility research, we will prepare and submit design plan packages at the 50% approximate completion level pipeline alignment. The design plan package will include the new pipeline's planned alignment and profile, including detail sheets. Design plans will be prepared in accordance with District design and AutoCAD standards. Along with the 50% construction plan submittal, the preliminary opinion of construction cost will be provided using the District's format.

In preparing this proposal, we assumed the pipeline plans to be drafted at 1 inch = 40 feet horizontal scale; the total sheet count is estimated at approximately four sheets.

Task 1.8 – 50% Submittal Meeting

We will attend a meeting with District staff to present and review the 50% plan-check comments and other District staff feedback.

Task 1.9 – Permitting

From Cannon's experience in the area, we expect the following permits are required:

County of Los Angeles Encroachment/Excavation Permit

Los Angeles County Flood Control Permits for crossing the Eagle Canyon Channel

John Robinson Consulting, Inc., in coordination with Cannon and Sitiescan, will complete encroachment/excavation permit applications and 100% construction drawings for permitting through Los Angeles County and LACFCD. Design will be revised, as necessary, based on comments from the permit agencies. We will pursue the process until encroachment/excavation permits submittals are approved. We will meet with agency staff as necessary to discuss the project and provide information for final permit approval. The approved permits will be included in the specifications with the instructions to the contractor for pulling the final permits.

We will also prepare the Drinking Water Source Assessment and Protection documents to assist CVWD with getting a waiver from Division of Drink Water if the new waterline is within 4-feet of the existing sewer main.

Task 1.10– Project Management

The project requires project setup, scheduling, controlling, and correspondence between the District. Correspondence includes telephone conversations, emails, project status reports, monthly status reports, project memorandums when necessary, and detailed monthly invoices.

Phase 2 – Engineering Design Services

Task 2.1 – Design and Prepare 100% Construction Plans

Based on the work completed in previous tasks, we will design and prepare calculations and construction documents, including technical specifications, bid schedule, and opinion of construction cost for a 100% complete submittal. Per the RFP the District's front-end contract documents and standard technical specifications will be provided.

Tasks 2.2 – 100% Submittal Meeting

We will attend a meeting with District staff to review and discuss 100%, plan-check comments and other District staff feedback.

Task 2.3 – Final Design and Construction Documents

Based on the work completed in previous tasks, we will design and prepare calculations and construction documents, including specifications and opinion of construction costs for a Final complete submittal.

Tasks 2.4 – Final Submittal Meeting

We will attend a meeting with District staff to review and discuss final plan-check comments and other District staff feedback.

Task 2.5 – Design and Construction Documents (Final Submittal)

Based on the work completed in previous tasks, we will package the project calculations and construction documents for a Final submittal.

Task 2.6 – Project Management

Phase 2 requires scheduling, controlling, and correspondence between the District, equipment vendors, and sub-consultants. Correspondence includes telephone conversations, emails, project status reports, monthly status reports, project memorandums when necessary, and detailed monthly invoices.

Phase 3 - Bidding and Construction Phase Support Services

Task 3.1 – Pre-Bid Meeting

Cannon will attend a Pre-Bid Meeting with the District and contractors interested in bidding the project. Cannon will prepare an outline agenda for the meeting and take notes of the meeting. After the meeting Cannon will distribute the list of attendees and any required addendum.

Task 3.2 – Construction Staking

Cannon will provide field survey construction staking in accordance with the requirements of the RFP.

- Stake proposed centerline of waterline at 50-foot intervals, including points of connection, angle points, grade breaks, tees, and hydrants.
- Provide staking cut sheets and office support.

Task 3.3 – Submittal Review

Cannon will aid during bidding to answer questions from contractors and assist the District with issuing an addenda if required.

During construction, each Shop Drawing submittal received from the Contractor will be reviewed once for its completeness and conformance to the project specifications and District standards by the Design Engineer. Draft shop drawing submittals will be distributed to the District for review and final comments before being returned to the Contractor for action. We have assumed reviewing 30 submittals in total.

Task 3.4 – Project Management

Phase 3 requires project setup, scheduling, controlling, and correspondence between the City and utility agencies. Correspondence includes telephone conversations, emails, project status reports, monthly status reports, project memorandums when necessary, and detailed monthly invoices.

Deliverables

- 50 % Plan Submittal
- Electronic copy in PDF format of plans and opinion of construction cost
- 100 % Submittal
- Electronic copy in PDF, Word, Excel, and AutoCAD format of specifications, plans, and opinion of construction cost
- Final Submittal
- Electronic copy in PDF, Word, Excel, and AutoCAD format of specifications, plans, and opinion of construction cost
- One hard copy of the specifications and opinion of construction cost
- One mylar hard signed copy of the plans.

Assumptions

We have listed the assumptions we made in preparing this proposal.

- The District will provide Record Drawings and information relating to existing facilities in PDF or AutoCADD electronic and hard-copy format.
- District standard contracting documents, specifications, and construction plans are available in Word, AutoCAD, and PDF format.
- The Contractor will be responsible for preparing and implementing a SWPPP and best management practices and traffic control plans. If Traffic Control Plans are required the District will issue ASA for the completion of the traffic control plans.
- It has been assumed that the District will provide all permitting and plan-check fees with all permitting and plan approval agencies, and will pay for all utility research fees from all utility companies.
- Traffic Control Plan requirements for the pipelines will be identified in the project specifications and will be part of the contractor's responsibility.



Task	Hourly Rate	Senior Associate Engineer		Quality Control		Principal Engineer		Senior Project Engineer		Administrative		Potholing	Permitting	Topographical	Traffic Control Plans**	Reimbursables	Total	
		Engineer		Engineer		Engineer		Engineer		Assistant		Sitescan	John Robinson	Survey	JMDiaz			
		\$188		\$232		\$211		\$160		\$99		Lump Sum	Lump Sum	Lump Sum	Lump Sum	Lump Sum		
		Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Cost	Cost	Cost	Cost	Cost	Hrs	Cost
Phase 1 –Preliminary Engineering and Preliminary Design Report																		
1.1	Project Kick-off Meeting and Site Visit	4	\$752					4	\$640							\$225	8	\$1,617
1.2	Review of Available Information	1	\$188			2	\$422	4	\$640								7	\$1,250
1.3	Utility Research and Notification							4	\$640								4	\$640
1.4	Potholing	1	\$188					2	\$320			\$5,720		\$2,440			3	\$8,668
1.5	Topographic Survey	1	\$188					4	\$640					\$18,126			5	\$18,954
1.6	Traffic Control Plans														\$20,269			\$20,269
1.7	Design and Prepare 50% Construction Plans	2	\$376	2	\$464	12	\$2,532	32	\$5,120	2	\$198					\$150	50	\$8,840
1.8	50% Submittal Meeting	2	\$376					2	\$320								4	\$696
1.9	Permitting	6	\$1,128			4	\$844						\$7,260				10	\$9,232
1.10	Project Management	10	\$1,880							3	\$297						13	\$2,177
Subtotal		27	\$5,076	2	\$464	18	\$3,798	52	\$8,320	5	\$495	\$5,720	\$7,260	\$20,566	\$20,269	\$375	104	\$72,343
Phase 2 – Engineering Design Services																		
2.1	Design and Prepare 100% Construction Plans	4	\$752	2	\$464	12	\$2,532	28	\$4,480	3	\$297						49	\$8,525
2.2	100% Submittal Meeting	2	\$376					2	\$320								4	\$696
2.3	Final Design and Construction Documents	2	\$376	2	\$464	4	\$844	12	\$1,920	2	\$198						22	\$3,802
2.4	Final Submittal Meeting	2	\$376					2	\$320								4	\$696
2.5	Design and Construction Documents (Final Submittal)	2	\$376	2	\$464	2	\$422	8	\$1,280	2	\$198					\$200	16	\$2,940
2.6	Project Management	10	\$1,880							2	\$198						12	\$2,078
Subtotal		22	\$4,136	6	\$1,392	18	\$3,798	52	\$8,320	9	\$891					\$200	107	\$18,737
Phase 3 – Bidding and Construction Phase Support Services																		
3.1	Pre-Bid Meeting	4	\$752					4	\$640	2	\$198						10	\$1,590
3.2	Construction Staking													\$8,474				\$8,474
3.3	Submittal Review	2	\$376			6	\$1,266	8	\$1,280								16	\$2,922
3.4	Project Management	4	\$752							2	\$198						6	\$950
Subtotal		10	\$1,880			6	\$1,266	12	\$1,920	4	\$396			\$8,474			32	\$13,936
Total		59	\$11,092	8	\$1,856	42	\$8,862	116	\$18,560	18	\$1,782	\$5,720	\$7,260	\$29,040	\$20,269	\$575	243	\$105,016

Reimbursables

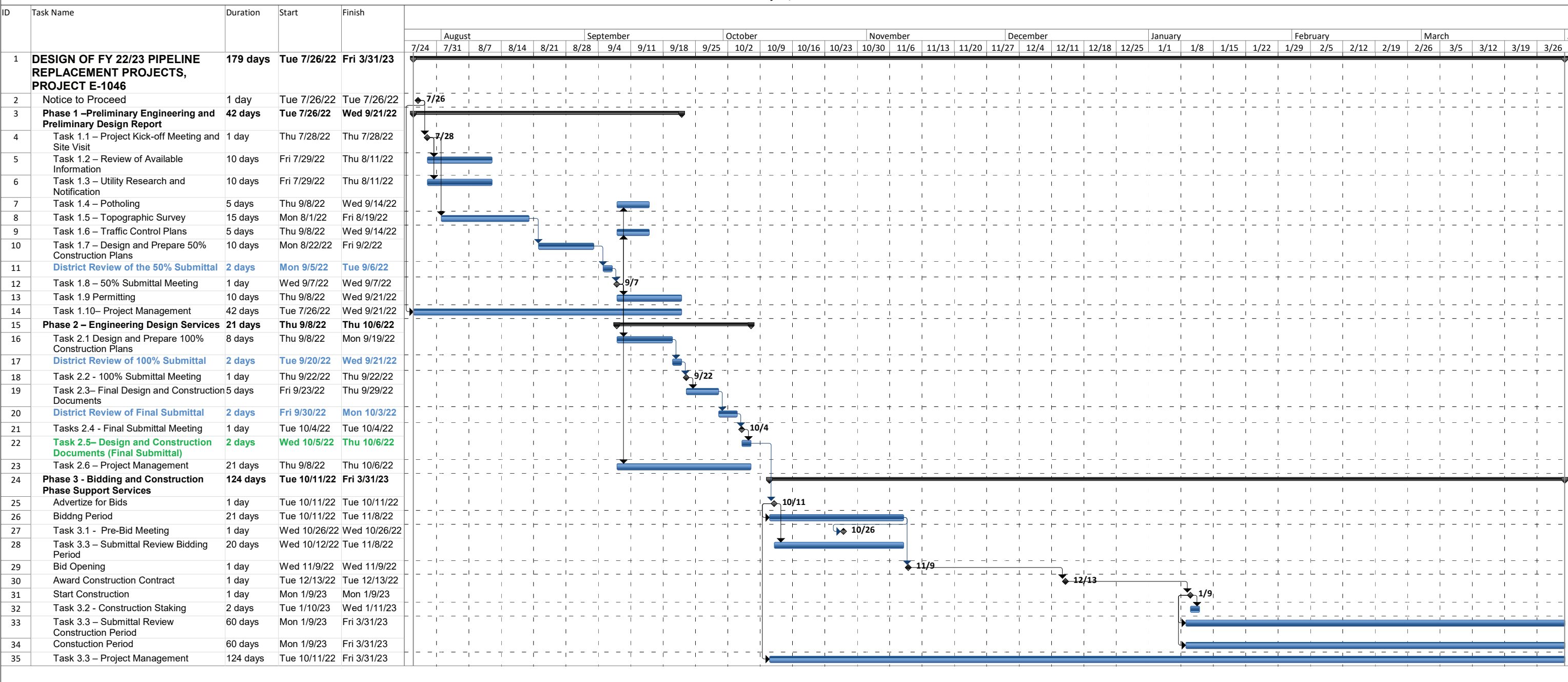
Cannon's expenses incurred in connection with this Proposal as follows:

- a) incidental and out-of-pocket expenses including but not limited to:
 - costs for postage, shipping, overnight courier, reproduction services, plotting, photocopies, parking fees and tolls
- b) travel expenses

* This is an estimated allotment of hours. Actual time requested and spent will be billed on a T&M basis

** This cost includes coordination with LACDPW. This cost is dependent upon the requirements from LACDPW. Cannon feels it is conservative and may be lower.

We are committed to meeting project schedules and deliverable deadlines. The schedule included on the following page, is based on careful evaluation of the project, its objectives and scope, and the logical sequencing needed to adequately complete the District’s project. Every effort has been made to propose a realistic schedule that allows appropriate time frames.



Project: 20220720 Project Schedu
Date: Tue 7/19/22

Task

Split

Milestone

Summary

Project Summary

External Tasks

External Milestone

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

Deadline

Progress

Page 1

The following table provides a brief overview of recent and relevant project experience, providing services as identified in CVWD's RFP. Additional project descriptions that illustrate our previous experience for agencies in a similar capacity can be found on the following pages.

Cannon Projects	Size and Project Considerations	Conceptual / Preliminary Design	CEQA / Environmental Docs. and Permitting	Feasibility Study	Alignment Analysis	Hydraulic / Surge Analysis	Surveying and Mapping	Pipelines / Appurtenances	Opinion of Probable Construction Cost	Technical Plans and Specifications	Replacement of Fire Hydrants	Replacement of Water Service Laterals	Reconnection to Existing Water Mains	Trenchless Technology Construction Method	Bidding Support	Construction Management or Engineering Support	Final Design	Traffic Mitigation
Water Well No. 28 Equipping and Pipeline Design Project, Lakewood, California	Design of 750 feet of 16-inch well discharge pipeline and a waste discharge line for the pump to waste operation	✓				✓	✓	✓	✓	✓		✓		✓	✓	✓		
Engineering Design for Murphy Reservoir and Pipeline Replacement, Whittier, California	Design of approximately 750-feet of 16-inch inlet/outlet line connections of the reservoir overflow and drain line	✓	✓			✓	✓	✓	✓	✓		✓		✓	✓	✓		
8-inch Water Main Project, E-1034 Glendale, California	Construction management and inspection services to install an 8-inch CML&C steel water main						✓								✓		✓	
20- and 24-inch Pipeline Design, Ritter Ranch, Los Angeles County, California	Design of new 20 and 24-inch diameter pipelines	✓				✓	✓	✓	✓			✓		✓	✓	✓		
New Pressure Reducing Station and Ramsdell Mixing Station Rehabilitation, La Crescenta, California	Design of new pressure reducing station with a 8-inch and 6-inch diameter CLA-VAL pressure reducing valve	✓			✓	✓		✓	✓			✓		✓	✓	✓	✓	
Kimberly Pressure Reducing Station, Agoura Hills, California	Design of new pressure reducing station with a 6-inch and 4-inch diameter CLA-VAL pressure reducing valve							✓	✓			✓		✓	✓	✓		
Sweetwater Mesa Pipeline and Reservoir, Malibu, California	Replacement of existing deteriorating and undersized water mains of 418-foot pressure zone (PZ) water tank to increase fire flow capacity	✓	✓	✓	✓			✓	✓	✓						✓	✓	
Water Infrastructure Reliability Project, Santa Monica, California	Replacement of 3,820 LF of pipeline Replacement of all 18 house services, 7 fire hydrants and valves, and 12 tie-in connections	✓				✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	✓
Water Main Replacements, Beverly Hills, California	Replacement of 32,185 LF of pipelineReplacement of all 27 connections, 18 fire hydrants and valves	✓				✓	✓	✓		✓				✓	✓	✓		
Calleguas-Las Virgenes Municipal Water District (LVMWD) Interconnection Project, Calabasas, California	Design of approximately 5,000 LF of 30-inch steel pipeline	✓	✓		✓		✓	✓	✓							✓	✓	
Olympic Water Transmission Main, Beverly Hills, California	Design of 5,000 linear feet (LF) of new 16-inch, ductile iron pipe (DIP) main and additional 500 LF and 200 LF of 12-inch main	✓				✓			✓			✓				✓	✓	
Distribution Main Replacement, Norwalk, California	Replacement of 7,700 feet of 8, 10, and 12-inch ductile iron water mainsdesign of a railroad crossing to the Union Pacific Railroad	✓		✓	✓		✓	✓	✓		✓	✓		✓	✓	✓		
Jed Smith Pipeline Replacement, LVMWD, Hidden Hills, California	Replacement of approximately 2,000 feet of waterline with 8-inch Asbestos Cement (AC) pipe	✓		✓	✓		✓	✓	✓	✓	✓	✓					✓	
Triunfo Bridge Crossing, LVMWD, Hidden Hills, California	Construction of new 14-inch replacement water main	✓			✓			✓	✓	✓		✓		✓	✓	✓		
Jim Bridger Road Water Main Replacement, LVMWD, Hidden Hills, California	Replacement of approximately 2,000 feet of waterline	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2

July 26, 2022

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – Director of Engineering & Operations
Subject: **Advanced Metering Infrastructure (AMI) Customer Engagement Portal, Project E-1035**

ACTION ITEM:

Advanced Metering Infrastructure (AMI) Customer Engagement Portal, Project E-1035 - Presentation of CVWD's AMI Customer Engagement Portal

BACKGROUND:

In August 2021, a contract was awarded to WaterSmart Software, Inc. for the procurement and installation of the AMI Customer Engagement Portal. The customer engagement portal allows a customer to log onto their account to see hourly, daily, or monthly water usage, set their own limits on water use with alerts, see if there is a leak at their property, provide suggestions for fixing the leak, and provide a link to pay their bill. CVWD can also post information regarding water conservation regulations, ways to save water, earthquake/wildfire preparation and alerts to notify customers of a water main leak or other events. Staff will also be able to use this information to populate an analytics dashboard showing District-wide information on water demand, water leaks, excessive water use, or no water use, and inactive accounts with water use.

DISCUSSION:

Staff has been working with WaterSmart on setting up the customer portal, providing CVWD information to be included in the customer portal, and utilizing WaterSmart's library to add additional information.

Staff will present a short demonstration on the District-wide data analytics and a sample customer portal to keep the Board informed of how the District can be represented through the portal from customer service, operations, and public communication points of view. Staff will also provide a preliminary schedule for "Beta" testing of the 100 water meters currently connected and when the remaining smart water meters will be connected to the AMI Network.

Prepared & Submitted by:



David S. Gould, P.E.

Director of Engineering & Operations

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

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

GM Report
July 26, 2022

General Managers Report Topics:

- GM Activities

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

- Strategic Plan Update
- MWD Planned Shutdown
- CVWD Employee Family Movie Night

STAFFING

As of July 21st the District has gone 190 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

CIP Implementation and Management Workshop	- July 13 th
Procurement and Contracts Workshop	- July 13 th
Management Staff Meetings	- July 18 th
DEI Program Development Webinar	- July 18 th
PWAG Emergency Preparedness Meeting	- July 19 th
Asset Management Webinar	- July 20 th

Submitted by:



Nem Ochoa
General Manager

DEPARTMENT OF WATER RESOURCES

P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



July 13 2022

Christy J. Colby
Regulatory and Public Affairs Manager
2700 Foothill Boulevard
La Crescenta, California 91214

RE: Urban Water Management Plan Requirements Addressed

Dear Christy J. Colby

The Department of Water Resources (DWR) has reviewed the 2020 Urban Water Management Plan (UWMP) for the Crescenta Valley Community Water District and finds that the UWMP has addressed the requirements of the California Water Code (CWC). The results of the review will be provided to DWR's Financial Assistance Branch.

The CWC directs DWR to report to the legislature once every five years on the status of submitted UWMPs. In meeting this legislative reporting requirement, DWR reviews all submitted UWMPs. DWR's review of plans is limited to assessing whether suppliers have addressed the required legislative elements and does not evaluate or analyze the supplier's UWMP data, projections, or water management strategies.

If you have amended the 2020 UWMP and/or the 2020 Water Shortage Contingency Plan since the submittal of the original document(s), you must submit the amended document(s) to the DWR WUE data portal. Please contact DWR at UWMPhelp@water.ca.gov so that we can assist you in the process of this submittal. As stated in Water Code Sections 10640 and 10642, please note that amendments must have:

- 60-day notification
- Public notification
- Public hearing
- Adoption by the supplier's governing body. Documentation of the adoption must be included with the submittal.

If you have any questions regarding the review of the UWMP or urban water management planning, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Julie Ekstrom'.

Julie Ekstrom, Ph.D.
Supervisor, Urban Unit
Water Use Efficiency Branch
(916) 612-4371

Electronic cc:
Shahnawaz Ahmad