MEINERS OAKS WATER DISTRICT
VENTURA COUNTY SINCE 1949
(805) 646-2114
202 WEST EL ROBLAR DRIVE

# MEINERS OAKS WATER DISTRICT BOARD OF DIRECTORS
# REGULAR MEETING AGENDA

Due to the ongoing COVID-19 pandemic, all meetings of the Board will be conducted via teleconference until further notice, in accordance with CA AB 361.

**JOIN BY COMPUTER**: https://meet.goto.com/987368677
**DIAL-IN (US TOLL-FREE):** 1 877 309 2073
**ACCESS CODE**: 987-368-677

*If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 646-2114.*

*(Govt. Code Section 94594.1 and 94594.2 (a))*

## March 15, 2022 at 6:00 pm.

1. **Call meeting to order**

2. **Roll call**

3. **Approval of the minutes:** February 15, 2022, Regular Meeting

   March 1, 2022, Special Meeting

4. **Public comment for items not appearing on the agenda**

   Right to be heard: Members of the public have a right to address the Board directly on any item of interest to the public that is within the subject matter jurisdiction of the Board, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2.

   Please Note: If you have comments on a specific agenda item(s), please fill out a comment card and return it to the Board Secretary. The Board President will call on you for your comments at the appropriate time, either before or during the Board's consideration of that item.

**Closed Session Agenda -** Adjourn to Closed Session (**6:10 pm**): *It is the intention of the Board of Directors to meet in Closed Session to consider the following items:*

5. **Closed Session Items**
   a) The Board of Directors may hold a closed session to discuss personnel matters or litigation, pursuant to attorney/client privilege, as authorized by Government Code Section 54957, 54956.8, & 54956.9 and 54957.
   - State Case: SBCK vs. SWRCB, San Francisco Superior Court, Case # CPF-14-513875
   - Meiners Oaks Water District vs. Moll, Ostling and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/

**Regular Agenda (***Reconvene Regular Meeting, Estimated Time 6:45 p.m.***)**

## 6. Financial matters

Approval of Payroll and Payables from February 16, 2022, to March 15, 2022, in the amount of:

Payables – $ 80,141.09

Payroll – $ 39,077.81

Total – $119,218.90

## 7. Board action and/or discussion

a) Approve Resolution 20220315: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220215. (Ward) – Attachment
Recommended Action: Approve Resolution 20220315: AB 361.

b) Election of the Board Officers. (Etchart) – No Attachment
Recommended Action: Nominate and elect Board President and Vice President.

c) Discuss Long Range Planning Committee and membership. (Etchart) –No Attachment
Recommended Action: Discuss and provide direction.

d) Approval of purchasing four Dual Mechanical Cylinder Scales from Regal Chlorinators in the amount of $5,680. (Martinez) - Attachments
Recommended Action: Approve purchase of four scales in the amount of $5,680.

e) Approval of MKN Associates contract for 100% design of replacement treatment plant not to exceed $343,655. (Kentosh/Martinez) – Attachment
Recommended Action: Approval of MKN Associates contract not to exceed $343,655.

f) Discussion of request by the City of Ojai to become a member of the UVRGA. (Engle) – No Attachment
Recommended Action: Discuss and provide direction.

g) Discussion of an approach for the Meiners Road Zone. (Kentosh/Martinez) – No Attachment
Recommended Action: Discuss and provide direction.

h) Request for approval of creating a full-time, benefited Administrative Clerk position, with a salary range of $40,137-62,264. (Ward/Martinez) – Attachments
Recommended Action: Approve full-time, benefited Administrative Clerk position with a salary range of $40,137-62,264.

i) Consider customer bill relief request due to leak (136 S. Poli). (Ward/Martinez) – Attachment
Recommended Action: Discuss and provide direction.

**8. General Manager's Report**

The Board will receive an update from the General Manager on District Operations and Maintenance.

**9. Board Secretary's Report**

The Board will receive an update from the Board Secretary on District Administrative and related matters.

**10. Board Committee Reports**

- Executive Committee
- UVRGA
- Allocation Program Committee
- Budget/Rate Committee
- New Meters & Expansion of Services Committee
- Grants Committee
- Emergency Management Committee

**11. Old Business**

- State Water
- Matilija Dam Removal Update
- Nitrate Removal – CA Wildlife Conservation Grant – Final Status Report - Attachment

**12. Director Announcements/Reports**

- Directors may provide oral reports on items not appearing on the agenda.
- Directors shall report time spent on eligible activities in accordance with Ordinance 22-01-18: Director Compensation. (To begin after March 19, 2022)

**13. Adjournment** The next scheduled Regular Board meeting is April 19, 2022.

Regular Meeting
February 15, 2022
6:00 pm

Meiners Oaks Water District
202 W. El Roblar Drive
Ojai, CA 93023-2211

# Minutes

The meeting was called to order at 6:00 pm.

1. **Call to Order**

   The meeting was called to order by the Board President, Mike Etchart, at 6:00 pm via teleconference.

2. **Roll Call**

   **Present:** Board President, Mike Etchart (present 6:00-6:55 pm), Board Directors: James Kentosh, Diana Engle, Christian Oakland, and Loni Anderson. Staff Present: General Manager, Justin Martinez, and Board Secretary, Summer Ward. Attorney Present: Stuart Nielson, and Greg Jones (Items 1 – 5 only).

   **Absent:** None.

3. **Approval of the Minutes**

   **Approval of January 18, 2022, Regular Meeting Minutes**

   Director Engle made the motion to approve the January 18, 2022, Regular Meeting minutes. Director Anderson seconded the motion.

   No public comment.

   Engle/Anderson

   **Roll Call Vote:**

   Etchart - Y  Engle- Y  Kentosh - Y  Oakland – Y  Anderson - Y

   All Ayes– M/S/C

4. **Public Comments**
   - Ms. Moll provided a statement regarding the lawsuit and her desire to settle the case. She asked if the full board was aware of the offer to settle. Ms. Moll stated that T. Quirk has offered to mediate this settlement for as little as $5,000. Attorney S. Nielson clarified that this is not a forum for the board to have any settlement discussions. The latest communications have been shared with the board, there is material information missing from your latest settlement offer, the survey. The District shares your intent and desire to settle. There has been a settlement offer pending for months and this is the first meaningful response. We've attempted to engage in mediation for several months, T. Quirk is not the person to conduct

mediation for the case, if you think he would be effective to represent your interests you are free to engage him as your counsel.

- Ms. Sallen stated she is the agent representing the buyer of Ms. Moll's property. The survey was completed and is taking a lot of time, as the surveyor was on vacation. The buyers want to come to an agreement, they made some markups to the settlement agreement and sent those to Ms. Moll and Greg Jones. She added that we are all working for the same goal to resolve this as quickly as possible through the settlement agreement.
- Leslie spoke on behalf of Ms. Moll, she wanted to make sure all board members were aware of this and T. Quirk's offer to settle this for such an inexpensive cost to the community, and to try to resolve this peacefully and kindly. Director Etchart affirmed that they are all aware.

****The Board went into closed session at 6:14 pm****

5. **Closed Session: The Board of Directors held a closed session to discuss litigation, pursuant to the attorney/client privilege, as authorized by Government Code Sections Ş54957 & 54956.8, 54956.9, and 54957.**
   - Meiners Oaks Water District v. Moll, Ostling and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/
   - State case: SBCK vs. SWRCB, San Francisco Supreme Court, Case# CPF-14-513875

   ***** G. Jones left at 7:00 pm *****

   ****The Board adjourned closed session at 7:08 pm****

   Attorney S. Nielson stated that the Board discussed pending litigation in closed session, and no actions were taken.

6. **Financial Matters**

   **Approval of Payroll and Payables from January 16, 2022 to February 15, 2022, in the amount of:**

| | |
|---|---|
| Payables: | $150,036.99 |
| Payroll: | $ 40,608.38 |
| Total: | $190,645.37 |

   Director Engle made the motion to the Payroll and Payables from January 16, 2022 to February 15, 2022. Director Kentosh seconded the motion.

   No public comment.

   Engle/Kentosh

**Roll Call Vote:**

Etchart - Y Engle- Y Kentosh - Y Oakland – Y Anderson - Y

All Ayes– M/S/C

7. **Board Discussion/Actions**

**a. Approve Resolution 20220215: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220118. (Ward)**

Director Etchart presented Resolution 20220215: AB 361 - Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220118. This resolution must be renewed every 30 days to cover committee and next regular board meetings.

Director Engle made the motion to approve Resolution 20220215: AB 361 - Brown Act: Remote Meetings During a State of Emergency. Director Anderson seconded the motion.

No Public Comment.

Engle/Anderson

**Roll Call Vote:**

Etchart - Absent Engle- Y Kentosh - Y Oakland – Y Anderson - Y

All Ayes– M/S/C

**b. Discuss and provide direction on development of policy for New Meters & Expansion of Services, moratorium on new meters. (Kentosh)**

Director Kentosh provided a brief history of the District's moratorium on new meters. The New Meters & Expansion of Services Committee met to continue work on the draft policy, and are requesting direction on the existing moratorium for new meters. Director Kentosh recommended repealing the moratorium and revise the draft policy to reflect procedures for issuing new meters. Director Engle agreed with the broad strokes of the Committee's recommendations, but that it will come down to the details of the policy. The District has a duty to its existing customers, as it relates to water allocations. Director Engle requested staff provide: (1) Map of parcels without an existing meter; (2) SB 9 clarification from County of Ventura; (3) Casitas allocation MOU reflecting customers' purchased allocations. Directors Oakland and Anderson concur with Director Engle. Directors Kentosh and Anderson will work on the draft policy revisions.

No Public Comment.

No Motion.

**c. Discuss Interim Will Serve Request Procedures and approval of pending Will Serve request for 142 S. Poli. (Engle/Kentosh)**

Director Engle presented the Interim Will Serve Request Procedures, in the absence of a New Meters & Expansion of Service policy. This interim procedure allows the District to process incoming requests. Director Engle, Mr. Martinez and Ms. Ward have been working to organize and standardize the Will Serve Request process. The flowchart presented is a tool for illustrating each step and the requirements of each step. The application form has been revised after a few applicant's feedback. It was recommended that the flowchart and application form be made available on the District website.

Ms. Wilson, of 142 S. Poli, stated that the flowchart is helpful and requested consideration of extending the one-year expiration of the Will Serve letter, due supply shortages and worker delays. Director Engle agreed that it would be reasonable to include an exemption for a project delay, that was significant.

Director Engle presented the Will Serve Request Review for 142 S. Poli, as an example of a request that used the application form and workflow. The Will Serve request was granted, with modification to the third bullet under recommendations. Mr. Martinez will be e-mailing Ms. Wilson the approved Will Serve letter.

Director Kentosh made the motion to approve the Will Serve Letter Request for 142 S. Poli. Director Oakland seconded the motion.

Public Comment: Ms. Wilson requested clarification on how the variable allocation is used to support the ADU. Director Engle responded by explaining the Screening Step 2 calculations.

Kentosh/Oakland

**Roll Call Vote:**

Etchart - Y Engle- Y Kentosh - Y Oakland – Y Anderson - Y

All Ayes– M/S/C

**d. Discuss long range planning for District projects and goals. (Kentosh/Engle/Martinez)**

Mr. Martinez stated that he had a productive conversation with Director Engle regarding long-term projects for increasing the District's water supply. Additionally, with potential grant funding available, the District will need to establish goals and priorities. Director Engle added that the pros and cons of each project should be weighed, for water supply alternatives, as some grants require "shovel-ready" plans for funding. The District needs to develop a capital improvement plan, to support the Prop 218 rates. Mr. Martinez

requested that the Board President consider forming an ad-hoc special committee for long-range project planning.

Director Etchart stated that he supports the concept of a special committee to prioritize the projects, requests this item be addressed at the next regular board meeting.

No Public Comment.

No Motion.

**e. Receive update and discuss proposed schedule for new rates and fees. (Kentosh/Martinez)**

Director Kentosh reported that the Budget/Rate Committee met and discussed big picture items and potential new rate structure. The rates were last updated in 2018 and were initially delayed pending the new allocation program and billing system updates, then COVID-19. The District has some big projects coming up in the next few years, and the Prop 218 process requires a 45 day comment period before approval. Director Kentosh recommends aiming for a July 1, 2022 approval date, to align with the fiscal year budget. This will allow ample time for input and adjustments. Mr. Martinez included some recommended changes to the District fees, to cover the cost of some of the administrative and field work that historically was not associated with a fee, for example Fire Flow Assessments and Will Serve Letter Requests. Director Engle recommended that the rates reflect the 5-year budget projections, capital projects. Director Oakland added that the rates need to be calculated to pay for infrastructure and projects to keep water flowing and water conservation. Attorney S. Nielson will research and report back on the details related to the drought surcharge and Prop 218.

No Public Comment.

No Motion.

**f. Discuss and select the engineering firm for design of the replacement treatment plant, or provide direction to staff. (Kentosh/Martinez)**

Mr. Martinez presented the two engineering firms' proposals for taking the replacement treatment plant design from 35% to 100%. He noted that there is a $100,000 difference between the two proposals, citing that WREA has an extensive list of exclusions which would likely close the gap closer to the MKN proposal amount. Additionally, MKN is all-inclusive and WREA has the majority of the work contracted out. Director Kentosh and Mr. Martinez recommend approving the MKN Associates proposal for 100% design plans for the replacement treatment plant.

The Board was in agreement and directed Mr. Martinez and Director Kentosh to negotiate a contract with MKN, and requested that he attempt to reduce the cost if feasible. The negotiated contract would then be brought to the Board for final approval.

No Public Comments.

No Motion.

8. **General Manager's Report**

Mr. Martinez reported that the Casitas Lake level has dropped to 35%. The District has grant applications in process. Mr. Martinez promoted Mr. Maxwell from Field Operator II to Field Supervisor, has done a great job in the field. The new pipe rack has been installed in the warehouse, continuing to organize inventory. The Operators have restarted the annual valve exercising program. Mr. Martinez reported that the water table has dropped about 4 feet, but appears to have leveled out for now.

No Public Comment.

9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report highlighted that the SWRCB Water Arrearage Payment Program application was approved, funding up to $15,000 for arrearages accrued between March 2020 – June 2021. Form 700 Conflict of Interest notices have been emailed out by the County of Ventura and are due before April 1. Reminder that bi-annual Ethics & Harassment trainings are due, email notifications from Target Solutions have been sent to those needing to complete trainings. Public Records Requests received and processed include the VC Reporter for information related to attorney contract and billing for Hathaway, Perrett, Webster, Powers et al, any letters of interest for the Cozy Dell property, all documents and communications regarding the old pump house on Maricopa Hwy, clarification of all current and historical wells. During the month of January there were a total of 110 service orders, of which 85 were related to meter re-checks due to abnormally low consumption.

Director Engle requested clarification on the timeliness of the meter re-checks. Ms. Ward explained that meters are read between the 19-21 of each month, as the reads are completed, the abnormal reports are processed and individual service orders are created to verify the meter read prior to billing.

No Public Comment.

10. **Board Committee Reports**

- Executive Committee: No update.
- UVRGA: Director Engle reported that the State Water Board has started conducting workshops for public members on its hydrogeologic groundwater/surface water flow model, released in December 2021.The State Board model captures the whole watershed, versus the UVRGA model which is specific to our basin. The State Board is hosting an Overview Workshop at the end of February, it will be recorded and available on the State Board website. There will also be workshops for those who do groundwater modeling to learn how to use the State Board model. Director Engle reported that the GSA reached a decision regarding the new rate model, whereby, Municipalities water

use will be based on a 3-year pumping average versus the 5-year average previously used; private pumpers are now metered and will be billed based on actual use every six months. The GSA is preparing its first annual audit, on the heels of submitting the GSP.

- Allocation Committee: The Committee met and already discussed.
- Budget/Rate Committee: The Committee met and already discussed.
- Emergency Management Committee: No update.
- Staff Procedures Committee: No update.
- New Meters & Expansion of Services Committee: The Committee met and already discussed.
- Grants: Director Anderson reported that a call is scheduled with the EPA for possible grant funding, will report back. The Watershed Council met and discussed projects and grants, there is another meeting scheduled for early April. Director Engle added that it would be beneficial for Director Anderson to touch base with Lynn Rodriguez at the Council regarding Prop 1 funding. Additionally, Director Engle will send the Grant Committee a PowerPoint presentation slide that listed various grant opportunities.

11. **Old Business**
    - State Water: No update.
    - Matilija Dam Removal Update: No update.
    - Nitrate Removal: Director Kentosh reported that he will be sending out an update. Mr. Martinez stated that based on the feasibility study the best option is blending, which will cost around $500,000, with a design plan costing around $60,000.
    - Meiners Road Pressure Zones: Tabled.

12. **Director Announcements/Reports**
    - Director Engle: No report.
    - Director Oakland: No report.
    - Director Kentosh: No report.
    - Director Anderson: No report.
    - Director Etchart: No report.

13. **Meeting Adjournment**

    There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 8:45 pm.

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**Board Secretary** **Board President**

Special Meeting
March 1, 2022
6:00 pm

Meiners Oaks Water District
202 W. El Roblar Drive
Ojai, CA 93023-2211

# Minutes

The meeting was called to order at 6:03 pm.

1. **Call to Order**

   The meeting was called to order by the Board President, Mike Etchart, at 6:03 pm via teleconference.

2. **Roll Call**

   **Present:** Board President, Mike Etchart, Board Directors: James Kentosh, Diana Engle, Loni Anderson and Christian Oakland. Staff Present: General Manager, Justin Martinez; Board Secretary, Summer Ward. Attorneys: Stuart Nielson and Greg Jones (closed session only).

   **Absent:** None.

3. **Approval of the Minutes**
   No minutes to approve.

4. **Public Comments**
   One member of the public was present and had no comment.

   ****The Board went into closed session at 6:04 pm****

   *****G. Jones joined meeting at 6:05 pm*****

5. **Closed Session: The Board of Directors held a closed session to discuss litigation, pursuant to the attorney/client privilege, as authorized by Government Code Sections Ş54957 & 54956.8, 54956.9, and 54957.**
   - Meiners Oaks Water District v. Moll, Ostling and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/

   *****G. Jones left the meeting at 6:35 pm*****

   ****The Board adjourned closed session at 6:35 pm****

   Attorney S. Nielson stated that the Board discussed the pending case of MOWD v. Moll. The Board voted to approve the terms of the settlement agreement that was approved by the parties orally at mediation earlier this week; because the settlement agreement remains subject to final approval and signature by some of the parties, the agreement was not yet

finalized. As soon as it is and upon inquiry by any person, pursuant to Government Code 54957.1, the District shall disclose the fact of the approval and identify the substance of the agreement.

6. **Meeting Adjournment**

There being no further business to conduct at this time, Board President, Mike Etchart adjourned the meeting at 6:44 pm.

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**Board Secretary** **Board President**

## Report of Income as of 2/28/2022

| Income | Month of February | Year To Date | Budget Appropriation | Appropriation Balance |
|---|---|---|---|---|
| Interest | 0.23 | 3,273.84 | -- | 3,273.84 |
| Taxes | -- | 107,980.81 | -- | 107,980.81 |
| Pumping Charges | 349.54 | 2,704.43 | -- | 2,704.43 |
| Fire Protection | 64.19 | 968.77 | -- | 968.77 |
| Meter & Inst. Fees | -- | -- | -- | -- |
| Water Sales | 40,700.83 | 489,191.41 | -- | (489,191.41) |
| [1] Casitas Water/Standby | 15,656.61 | 122,505.62 | -- | 122,505.62 |
| MWAC Charges | 61,921.27 | 457,487.93 | -- | (457,487.93) |
| MCC Chg. | 6,631.49 | 50,290.59 | -- | (50,290.59) |
| [2] Misc. Income | 21,930.34 | 30,671.33 | -- | 30,671.33 |
| Late & Delinquent Chgs. | -- | 35.00 | -- | 35.00 |
| Conservation Penalty | -- | -- | -- | -- |
| Capital Improvement | -- | -- | -- | -- |
| Drought Surcharge | 1,226.37 | 48,312.49 | -- | 48,312.49 |
| | -- | -- | -- | -- |
| | | -- | -- | -- |
| | | -- | -- | -- |
| **TOTAL INCOME** | **148,480.87** | **1,313,422.22** | **--** | **(1,313,422.22)** |

Note:
[1] This line item is necessary because these sales are tracked in the expenditures
[2] This line item is the Hartmann Allocation fee &
$15,000 for SWRCB Water Arrearage Payment
Program Funds & $6,718.27 for VCRCD Nitrate
Grant

| Vendor Number / Payable # | Vendor Name / Payable Type | Post Date | Payment Date / Payable Description | Payment Type | Discount Amount / Discount Amount | Payment Amount / Payable Amount | Number |
|---|---|---|---|---|---|---|---|
| **Bank Code: AP Bank-AP Bank** | | | | | | | |
| AQUA-F | Aqua-Flo Supply | | 03/11/2022 | Regular | 0.00 | 56.65 | 10141 |
| SI1880643 | Invoice | 02/25/2022 | Pipe Repair Clamp, Hose Adapter | | 0.00 | 56.65 | |
| AWAVC | Association of Water Agencies | | 03/11/2022 | Regular | 0.00 | 30.00 | 10142 |
| 06-13949 | Invoice | 02/17/2022 | WaterWise Breakfast Series Meeting | | 0.00 | 30.00 | |
| AT&T | AT&T | | 02/24/2022 | Regular | 0.00 | 213.33 | 10122 |
| 01840222 | Invoice | 02/13/2022 | Office Phones | | 0.00 | 213.33 | |
| AT&T | AT&T | | 03/11/2022 | Regular | 0.00 | 576.19 | 10143 |
| 08330222 | Invoice | 02/19/2022 | Office Phones | | 0.00 | 576.19 | |
| BADGER | Badger Meter | | 03/11/2022 | Regular | 0.00 | 900.00 | 10144 |
| 80093222 | Invoice | 02/28/2022 | Mobile License Service Agreement | | 0.00 | 900.00 | |
| CALPERS | California Public Employees' Retirement | | 02/28/2022 | Bank Draft | 0.00 | 3,240.80 | DFT0001492 |
| INV0001958 | Invoice | 02/15/2022 | Health | | 0.00 | 3,240.80 | |
| CALPERS | California Public Employees' Retirement | | 02/23/2022 | Bank Draft | 0.00 | 16.20 | DFT0001501 |
| 021422 | Invoice | 02/14/2022 | Admin. Fee | | 0.00 | 16.20 | |
| CALPERS | California Public Employees' Retirement | | 02/28/2022 | Bank Draft | 0.00 | 3,240.78 | DFT0001503 |
| INV0001970 | Invoice | 02/28/2022 | Health | | 0.00 | 3,240.78 | |
| CAL-STATE | Cal-State | | 03/11/2022 | Regular | 0.00 | 237.09 | 10145 |
| 211663 | Invoice | 03/02/2022 | Portable Toilet | | 0.00 | 115.73 | |
| 212011 | Invoice | 03/07/2022 | Portable Toilet | | 0.00 | 121.36 | |
| CMWD | Casitas Municipal Water District | | 03/11/2022 | Regular | 0.00 | 4,824.31 | 10146 |
| 261150222 | Invoice | 02/28/2022 | Fairview Standby | | 0.00 | 1,033.31 | |
| 261150222-2 | Invoice | 02/28/2022 | Fairview Purchased Water | | 0.00 | 2,545.62 | |
| 262000228 | Invoice | 02/28/2022 | Hartmann Allocation | | 0.00 | 212.07 | |
| 300650222 | Invoice | 02/28/2022 | Tico & La Luna Standby | | 0.00 | 1,033.31 | |
| CLEANCO | Cleancoast Janitorial | | 02/24/2022 | Regular | 0.00 | 240.00 | 10123 |
| 1466 | Invoice | 02/24/2022 | Office Janitorial February | | 0.00 | 240.00 | |
| VCRMA | County of Ventura, RMA | | 02/24/2022 | Regular | 0.00 | 313.49 | 10124 |
| IN0222493 | Invoice | 02/01/2022 | Cross Connection Contract | | 0.00 | 313.49 | |
| DATAP | Dataprose LLC | | 03/11/2022 | Regular | 0.00 | 846.82 | 10147 |
| DP2200570 | Invoice | 02/28/2022 | Postage & Billing | | 0.00 | 846.82 | |
| DOCUPRO | DocuProducts Corporation | | 02/24/2022 | Regular | 0.00 | 506.07 | 10125 |
| 230384 | Invoice | 02/01/2022 | Copier Maintenance | | 0.00 | 506.07 | |
| EJHAR | E. J. Harrison Rolloffs, Inc. | | 02/24/2022 | Regular | 0.00 | 341.89 | 10126 |
| 281300222 | Invoice | 02/11/2022 | Office Trash | | 0.00 | 109.94 | |
| 994260222 | Invoice | 02/11/2022 | 3 Yard Dumpster | | 0.00 | 231.95 | |
| ERTHSYS | Earth Systems Pacific | | 03/11/2022 | Regular | 0.00 | 87.50 | 10148 |
| 831797 | Invoice | 02/17/2022 | Tower Work | | 0.00 | 87.50 | |
| E H D | Environmental Health Division | | 03/11/2022 | Regular | 0.00 | 587.26 | 10149 |
| IN0223357 | Invoice | 02/28/2022 | Consolidated Hazardous Materials Invoice | | 0.00 | 587.26 | |

| Vendor Number / Payable # | Vendor Name / Payable Type | Post Date | Payment Date / Payable Description | Payment Type | Discount Amount / Discount Amount | Payment Amount / Payable Amount | Number |
|---|---|---|---|---|---|---|---|
| FAMCON | Famcon Pipe and Supply, Inc | | 03/11/2022 | Regular | 0.00 | 1,947.66 | 10150 |
| S100071975.001 | Invoice | 02/07/2022 | MegaLugs,Valve | | 0.00 | 1,330.97 | |
| S100072449.001 | Invoice | 02/11/2022 | Wharf Head | | 0.00 | 616.69 | |
| FGLENV | FGL Environmental | | 02/24/2022 | Regular | 0.00 | 411.00 | 10127 |
| 200883A | Invoice | 02/15/2022 | Samples | | 0.00 | 30.00 | |
| 200884A | Invoice | 02/15/2022 | Samples | | 0.00 | 30.00 | |
| 201347A | Invoice | 02/11/2022 | Samples | | 0.00 | 95.00 | |
| 201713A | Invoice | 02/11/2022 | Samples | | 0.00 | 95.00 | |
| 202133A | Invoice | 02/15/2022 | Samples | | 0.00 | 95.00 | |
| 202134A | Invoice | 02/15/2022 | Samples | | 0.00 | 66.00 | |
| FGLENV | FGL Environmental | | 03/11/2022 | Regular | 0.00 | 970.00 | 10151 |
| 200126A | Invoice | 02/28/2022 | Samples | | 0.00 | 30.00 | |
| 200127A | Invoice | 02/28/2022 | Samples | | 0.00 | 30.00 | |
| 200537A | Invoice | 03/02/2022 | Samples | | 0.00 | 65.00 | |
| 201711A | Invoice | 02/22/2022 | Samples | | 0.00 | 30.00 | |
| 201712A | Invoice | 02/22/2022 | Samples | | 0.00 | 30.00 | |
| 201714A | Invoice | 02/22/2022 | Samples | | 0.00 | 65.00 | |
| 202135A | Invoice | 02/28/2022 | Samples | | 0.00 | 500.00 | |
| 202536A | Invoice | 02/24/2022 | Samples | | 0.00 | 95.00 | |
| 202537A | Invoice | 03/04/2022 | Samples | | 0.00 | 30.00 | |
| 202538A | Invoice | 03/04/2022 | Samples | | 0.00 | 30.00 | |
| 203163A | Invoice | 03/08/2022 | Samples | | 0.00 | 65.00 | |
| FH PUMPS | FH Pumps | | 02/24/2022 | Regular | 0.00 | 465.80 | 10128 |
| 88322 | Invoice | 02/08/2022 | Mechanical Seal | | 0.00 | 465.80 | |
| FRONTIER | Frontier Paint Ojai | | 03/11/2022 | Regular | 0.00 | 74.75 | 10152 |
| F0280764 | Invoice | 02/25/2022 | Paint | | 0.00 | 74.75 | |
| GRAINGER | Grainger | | 02/24/2022 | Regular | 0.00 | 283.03 | 10129 |
| 9202032570 | Invoice | 02/04/2022 | Electrical Glove Kit | | 0.00 | 152.45 | |
| 9202032596 | Invoice | 02/04/2022 | Hooded Coverall Skid Resist Boots | | 0.00 | 64.89 | |
| 9202032612 | Invoice | 02/04/2022 | Filter | | 0.00 | 65.69 | |
| GRAINGER | Grainger | | 03/11/2022 | Regular | 0.00 | 124.05 | 10153 |
| 9211321139 | Invoice | 02/14/2022 | Extractor Tip | | 0.00 | 7.30 | |
| 9211321147 | Invoice | 02/14/2022 | Packing Extractor Set | | 0.00 | 116.75 | |
| GUARDIAN | Guardian | | 02/24/2022 | Regular | 0.00 | 606.56 | 10120 |
| INV0001959 | Invoice | 02/15/2022 | Dental | | 0.00 | 303.30 | |
| INV0001971 | Invoice | 02/28/2022 | Dental | | 0.00 | 303.26 | |
| GUARDIAN | Guardian | | 02/24/2022 | Regular | 0.00 | 8.00 | 10130 |
| 7690460222 | Invoice | 02/10/2022 | Admin. Fee | | 0.00 | 8.00 | |
| HACHCO | Hach Company | | 03/11/2022 | Regular | 0.00 | 251.62 | 10154 |
| 12897611 | Invoice | 02/21/2022 | DPD Refill | | 0.00 | 251.62 | |
| HLTHNE | Health Net Life Insurance Company | | 02/24/2022 | Regular | 0.00 | 9.90 | 10131 |
| 61790222 | Invoice | 02/04/2022 | Life Insurance | | 0.00 | 9.90 | |
| HLTHNE | Health Net Life Insurance Company | | 03/11/2022 | Regular | 0.00 | 22.20 | 10155 |
| 61790322 | Invoice | 03/02/2022 | Life Insurance | | 0.00 | 22.20 | |
| HCS | Herum/Crabtree/Suntag | | 03/11/2022 | Regular | 0.00 | 5,134.20 | 10156 |
| 102510 | Invoice | 02/25/2022 | SBCK vs VTA | | 0.00 | 5,134.20 | |
| NEILSON | Law Offices of Lindsay F. Nielson | | 02/24/2022 | Regular | 0.00 | 120.00 | 10132 |
| 34880222 | Invoice | 02/11/2022 | Attorney Fees | | 0.00 | 120.00 | |
| MAR | MAR Lawn & Landscape, Inc. | | 03/11/2022 | Regular | 0.00 | 190.00 | 10157 |
| 12702 | Invoice | 03/01/2022 | Landscaping Maintenance | | 0.00 | 190.00 | |

| Vendor Number / Payable # | Vendor Name / Payable Type | Post Date | Payment Date / Payable Description | Payment Type | Discount Amount / Discount Amount | Payment Amount / Payable Amount | Number |
|---|---|---|---|---|---|---|---|
| MOHARD | Meiners Oaks Hardware | | 03/11/2022 | Regular | 0.00 | 710.98 | 10158 |
| 994649 | Invoice | 02/01/2022 | Adapters | | 0.00 | 1.93 | |
| 995042 | Invoice | 02/01/2022 | Dry Concrete Mix | | 0.00 | 20.55 | |
| 995337 | Invoice | 02/02/2022 | Bolts & Screws,Drill Bit | | 0.00 | 45.43 | |
| 995352 | Invoice | 02/02/2022 | Bolts & Screws | | 0.00 | 53.02 | |
| 995557 | Invoice | 02/04/2022 | Cleaning Cloths,Key | | 0.00 | 7.94 | |
| 995788 | Invoice | 02/07/2022 | Repellent | | 0.00 | 7.60 | |
| 995876 | Invoice | 02/08/2022 | Wire Cutter,Connectors | | 0.00 | 19.50 | |
| 996152 | Invoice | 02/10/2022 | Round Up | | 0.00 | 175.66 | |
| 996482 | Invoice | 02/14/2022 | Bolts & Screws | | 0.00 | 2.87 | |
| 996835 | Invoice | 02/17/2022 | Asphalt Patch | | 0.00 | 77.13 | |
| 997532 | Invoice | 02/24/2022 | Cleaning Cloths,Marking Paint,Towel,etc. | | 0.00 | 299.35 | |
| MITEC | MiTec Solutions LLC | | 02/24/2022 | Regular | 0.00 | 50.00 | 10133 |
| 77695 | Invoice | 02/15/2022 | Splashtop/Anti-Virus | | 0.00 | 50.00 | |
| MITEC | MiTec Solutions LLC | | 03/11/2022 | Regular | 0.00 | 630.56 | 10159 |
| 1061884 | Invoice | 02/01/2022 | Remote Labor | | 0.00 | 48.21 | |
| 1062099 | Invoice | 02/03/2022 | Monthly Maintenance | | 0.00 | 237.50 | |
| 78128 | Invoice | 03/01/2022 | Exchange,Web Hosting,ShareSync | | 0.00 | 246.85 | |
| 78183 | Invoice | 03/01/2022 | Off Site Back Up | | 0.00 | 98.00 | |
| NCK&K | Nelson Comis Kettle & Kinney, LLP | | 03/11/2022 | Regular | 0.00 | 2,112.50 | 10160 |
| 6184 | Invoice | 03/03/2022 | Attorney Fees | | 0.00 | 2,112.50 | |
| OFFDEP | Office Depot | | 02/24/2022 | Regular | 0.00 | 33.35 | 10134 |
| 220223802002 | Invoice | 02/01/2022 | Binder | | 0.00 | 33.35 | |
| PATHIAN | Pathian Administrators | | 02/24/2022 | Regular | 0.00 | 111.84 | 10121 |
| INV0001961 | Invoice | 02/15/2022 | HSBS | | 0.00 | 55.93 | |
| INV0001973 | Invoice | 02/28/2022 | HSBS | | 0.00 | 55.91 | |
| PERS | Public Employees' Retirement System | | 02/28/2022 | Bank Draft | 0.00 | 250.00 | DFT0001491 |
| INV0001957 | Invoice | 02/15/2022 | 457 Withholdings | | 0.00 | 250.00 | |
| PERS | Public Employees' Retirement System | | 02/28/2022 | Bank Draft | 0.00 | 2,828.12 | DFT0001493 |
| INV0001960 | Invoice | 02/15/2022 | PERS | | 0.00 | 2,828.12 | |
| PERS | Public Employees' Retirement System | | 02/28/2022 | Bank Draft | 0.00 | 250.00 | DFT0001502 |
| INV0001969 | Invoice | 02/28/2022 | 457 Withholdings | | 0.00 | 250.00 | |
| PERS | Public Employees' Retirement System | | 02/28/2022 | Bank Draft | 0.00 | 2,583.90 | DFT0001504 |
| INV0001972 | Invoice | 02/28/2022 | PERS | | 0.00 | 2,583.90 | |
| PERS | Public Employees' Retirement System | | 03/10/2022 | Bank Draft | 0.00 | 2,443.25 | DFT0001512 |
| 10000001672616 | Invoice | 03/01/2022 | Unfunded Accrued Liability | | 0.00 | 2,443.25 | |
| PERS | Public Employees' Retirement System | | 03/10/2022 | Bank Draft | 0.00 | 109.17 | DFT0001513 |
| 10000001672617 | Invoice | 03/01/2022 | Unfunded Accrued Liability | | 0.00 | 109.17 | |
| SAMHIL | Sam Hill & Sons, Inc. | | 03/11/2022 | Regular | 0.00 | 6,556.18 | 10161 |
| 4064 | Invoice | 02/21/2022 | Water Main Repair | | 0.00 | 6,556.18 | |

| Vendor Number / Payable # | Vendor Name / Payable Type | Post Date | Payment Date / Payable Description | Payment Type | Discount Amount / Discount Amount | Payment Amount / Payable Amount | Number |
|---|---|---|---|---|---|---|---|
| SCE | Southern California Edison Co. | | 02/24/2022 | Regular | 0.00 | 5,410.44 | 10135 |
| OFFELE0222 | Invoice | 02/23/2022 | Office Electricity | | 0.00 | 134.37 | |
| TNKFRM0222 | Invoice | 02/23/2022 | Tank Farm | | 0.00 | 36.99 | |
| WELL1-0222 | Invoice | 02/23/2022 | Well 1 | | 0.00 | 841.55 | |
| WELL2-0222 | Invoice | 02/23/2022 | Well 2 | | 0.00 | 829.95 | |
| WELL4&70222 | Invoice | 02/23/2022 | Well 4 & 7 | | 0.00 | 2,936.46 | |
| WELL80222 | Invoice | 02/23/2022 | Well 8 | | 0.00 | 151.28 | |
| Z-20222 | Invoice | 02/23/2022 | Zone 2 | | 0.00 | 87.78 | |
| Z-2FIR0222 | Invoice | 02/23/2022 | Zone 2 Fire | | 0.00 | 69.39 | |
| Z-2PWR0222 | Invoice | 02/23/2022 | Zone 2 Power | | 0.00 | 302.95 | |
| Z-3FIR0222 | Invoice | 02/23/2022 | Zone 3 Fire | | 0.00 | 19.72 | |
| SCGAS | Southern California Gas Co. | | 03/11/2022 | Regular | 0.00 | 76.68 | 10162 |
| 0570 | Invoice | 03/03/2022 | Office Heat | | 0.00 | 76.68 | |
| SWRCB-EAR | State Water Resources Control Board DFA- Arre | | 02/24/2022 | Regular | 0.00 | 648.76 | 10136 |
| 222222 | Invoice | 02/22/2022 | Arrearages Program | | 0.00 | 648.76 | |
| SUMMER | Summer Ward | | 03/11/2022 | Regular | 0.00 | 9.00 | 10163 |
| 322022 | Invoice | 03/02/2022 | Water for Office,Petty Cash | | 0.00 | 9.00 | |
| THLF | The Hathaway Law Firm, LLP | | 03/11/2022 | Regular | 0.00 | 15,414.15 | 10164 |
| 200332 | Invoice | 02/28/2022 | Attorney Fees | | 0.00 | 15,414.15 | |
| TYLER | Tyler Technologies, Inc. | | 02/24/2022 | Regular | 0.00 | 8,429.21 | 10137 |
| 025-367981 | Invoice | 02/01/2022 | Incode Maintenance 2022-23 | | 0.00 | 8,429.21 | |
| UAOFSC | Underground Service Alert of So.Ca. | | 03/11/2022 | Regular | 0.00 | 44.65 | 10165 |
| 220220440 | Invoice | 03/01/2022 | Digalerts | | 0.00 | 44.65 | |
| USBANK | US Bank Corporate Pmt. System | | 03/11/2022 | Regular | 0.00 | 2,332.43 | 10166 |
| AAS021122 | Invoice | 02/11/2022 | Stamps | | 0.00 | 64.75 | |
| AAS021122-2 | Invoice | 02/11/2022 | Mailing | | 0.00 | 3.05 | |
| AMAZON020722 | Invoice | 02/07/2022 | Flag,Markers,Label Tape | | 0.00 | 53.56 | |
| AMAZON021422 | Invoice | 02/14/2022 | Flag Ropes | | 0.00 | 18.22 | |
| AVON021422 | Invoice | 02/14/2022 | Bug Lotion | | 0.00 | 71.25 | |
| B&R020322 | Invoice | 02/03/2022 | Fuel Tank for Wacker | | 0.00 | 161.43 | |
| B&R021422 | Invoice | 02/14/2022 | Fuel Guage for Wacker | | 0.00 | 42.37 | |
| BB021022 | Invoice | 02/10/2022 | Speakers | | 0.00 | 112.59 | |
| CSDA022122 | Invoice | 02/21/2022 | Budget Prep. Virtual Workshop | | 0.00 | 175.00 | |
| CSDA022122-2 | Invoice | 02/21/2022 | Budget Prep. Virtual Workshop | | 0.00 | 175.00 | |
| DROPBOX022122 | Invoice | 02/21/2022 | DropBox | | 0.00 | 45.00 | |
| LOGMEIN021622 | Invoice | 02/16/2022 | Remote Meetings | | 0.00 | 10.00 | |
| OSS021022 | Invoice | 02/10/2022 | Storage | | 0.00 | 184.00 | |
| PPE022122 | Invoice | 02/21/2022 | Generator Service Carb, | | 0.00 | 204.58 | |
| PRIME022122 | Invoice | 02/21/2022 | Membership | | 0.00 | 13.93 | |
| USPS021722 | Invoice | 02/17/2022 | Envelopes | | 0.00 | 997.70 | |
| VERIZON | Verizon Wireless | | 03/11/2022 | Regular | 0.00 | 460.99 | 10168 |
| 9900509996 | Invoice | 02/26/2022 | Cell Phones | | 0.00 | 460.99 | |
| WEX | WEX BANK | | 02/25/2022 | Regular | 0.00 | 1,755.78 | 10140 |
| 78473157 | Invoice | 02/15/2022 | Fuel | | 0.00 | 1,755.78 | |
| WRIGHT EXP | WEX Bank | | 02/24/2022 | Regular | 0.00 | 1,165.63 | 10138 |
| 21522 | Invoice | 02/15/2022 | Fuel | | 0.00 | 1,153.63 | |
| 78503112 | Invoice | 02/15/2022 | Fuel | | 0.00 | 12.00 | |
| WRIGHT EXP | WEX Bank | | 02/24/2022 | Regular | 0.00 | -1,165.63 | 10138 |
| WRIGHT EXP | WEX Bank | | 02/25/2022 | Regular | 0.00 | 12.00 | 10139 |

| Vendor Number | Vendor Name | | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|---|---|---|---|---|---|---|
| Payable # | Payable Type | Post Date | Payable Description | | Discount Amount | Payable Amount | |
| 78503112-2 | Invoice | 02/15/2022 | Fuel | | 0.00 | 12.00 | |

**Bank Code AP Bank Summary**

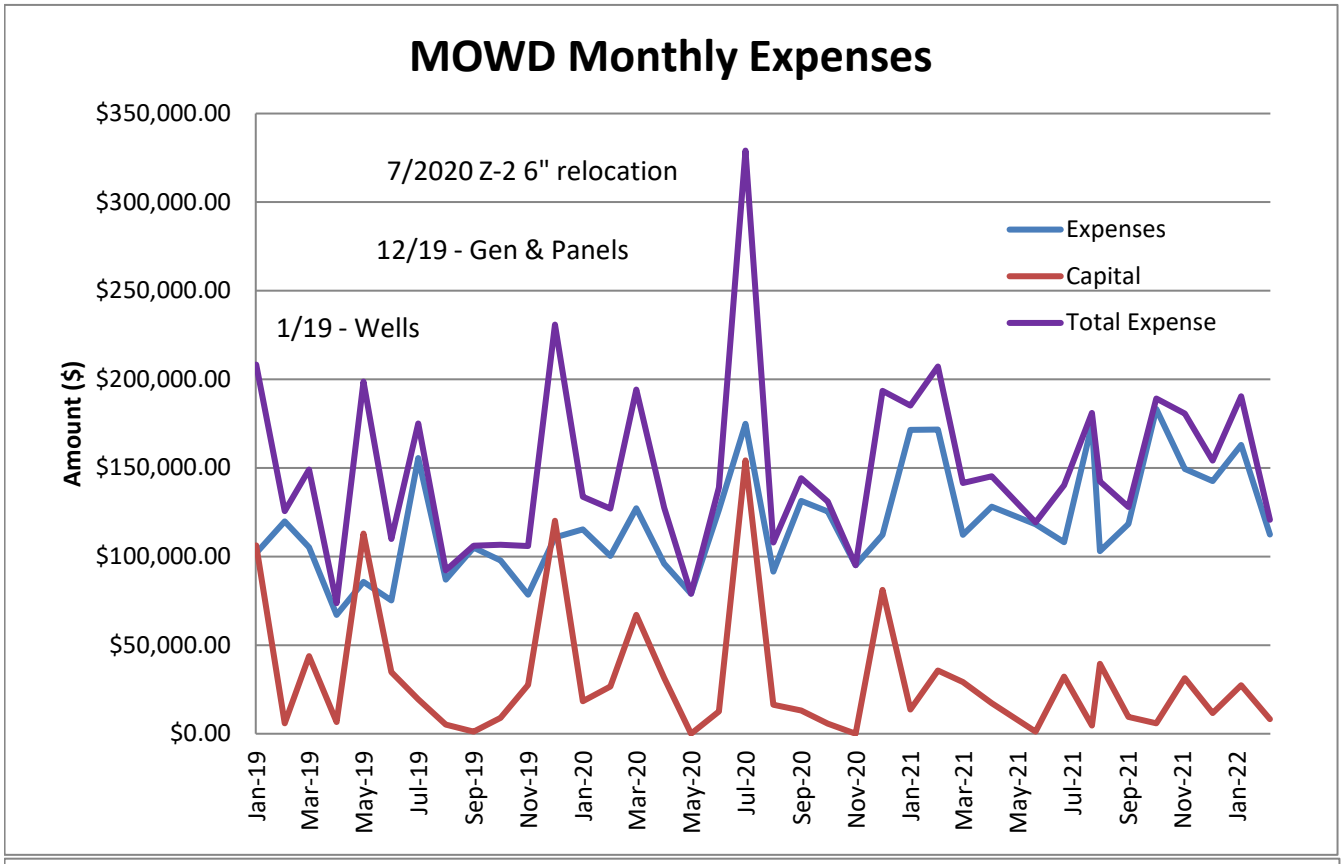
| Payment Type | Payable Count | Payment Count | Discount | Payment |
|---|---|---|---|---|
| Regular Checks | 112 | 48 | 0.00 | 66,344.50 |
| Manual Checks | 0 | 0 | 0.00 | 0.00 |
| Voided Checks | 0 | 1 | 0.00 | -1,165.63 |
| Bank Drafts | 9 | 9 | 0.00 | 14,962.22 |
| EFT's | 0 | 0 | 0.00 | 0.00 |
| | **121** | **58** | **0.00** | **80,141.09** |

PR 39,077.81

Meiners Oaks Water District

## Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

| Expenditures | Month of February | Year To Date | Budget Approp | Approp Bal 02/28/22 | Current March | Approp FY Bal To Date |
|---|---|---|---|---|---|---|
| Salaries | 39,066.88 | 333,501.27 | 600,000.00 | 266,498.73 | - | 266,498.73 |
| Payroll Taxes | 3,076.31 | 27,202.49 | 45,000.00 | 17,797.51 | - | 17,797.51 |
| Retirement Contributions | 5,483.59 | 39,106.93 | 55,000.00 | 15,893.07 | - | 15,893.07 |
| Group Insurance | 6,081.32 | 49,051.74 | 96,000.00 | 46,948.26 | - | 46,948.26 |
| Company Uniforms | - | 2,624.43 | 4,500.00 | 1,875.57 | - | 1,875.57 |
| Phone Office | 789.52 | 6,347.38 | 9,000.00 | 2,652.62 | - | 2,652.62 |
| Janitorial Service | 667.09 | 5,302.35 | 4,400.00 | (902.35) | 427.09 | (1,329.44) |
| Refuse Disposal | 341.89 | 2,911.11 | 4,500.00 | 1,588.89 | - | 1,588.89 |
| Liability Insurance | - | 53,916.53 | 54,000.00 | 83.47 | - | 83.47 |
| Workers Compensation | - | 11,436.56 | 18,000.00 | 6,563.44 | - | 6,563.44 |
| Wells | - | 69.31 | 10,000.00 | 9,930.69 | - | 9,930.69 |
| Truck Maintenance | - | 2,138.77 | 3,500.00 | 1,361.23 | - | 1,361.23 |
| Office Equipment Maintenance | 1,107.19 | 2,894.00 | 5,000.00 | 2,106.00 | - | 2,106.00 |
| Security System | 95.85 | 664.54 | 600.00 | (64.54) | - | (64.54) |
| Cell Phones | 460.99 | 3,202.58 | 4,500.00 | 1,297.42 | - | 1,297.42 |
| System Maintenance | 3,846.02 | 31,160.05 | 100,000.00 | 68,839.95 | - | 68,839.95 |
| Safety Equipment | 217.34 | 3,410.02 | 6,000.00 | 2,589.98 | - | 2,589.98 |
| Laboratory Services | 1,591.00 | 9,600.00 | 12,000.00 | 2,400.00 | 190.00 | 2,210.00 |
| Membership and Dues | 750.00 | 8,066.00 | 9,000.00 | 934.00 | - | 934.00 |
| Printing and Binding | - | 21.96 | 2,500.00 | 2,478.04 | - | 2,478.04 |
| Office Supplies | 365.84 | 4,349.13 | 6,000.00 | 1,650.87 | 9.00 | 1,641.87 |
| Postage and Express | 1,912.32 | 8,745.61 | 11,000.00 | 2,254.39 | - | 2,254.39 |
| B.O.D. Fees | 650.00 | 6,050.00 | 15,000.00 | 8,950.00 | - | 8,950.00 |
| Engineering & Technical Services | - | - | 30,000.00 | 30,000.00 | - | 30,000.00 |
| Computer Services | 10,009.77 | 23,150.04 | 17,000.00 | (6,150.04) | 344.85 | (6,494.89) |
| Other Prof. & Regulatory Fees | 1,576.01 | 13,817.08 | 40,000.00 | 26,182.92 | 44.65 | 26,138.27 |
| Public and Legal Notices | - | 302.56 | 2,000.00 | 1,697.44 | - | 1,697.44 |
| Attorney Fees | 15,534.15 | 101,936.35 | 75,000.00 | (26,936.35) | 2,112.50 | (29,048.85) |
| GSA Fees | - | 42,903.14 | 50,000.00 | 7,096.86 | - | 7,096.86 |
| VR/SBC/City of VTA Law Suit | 5,134.20 | 24,266.51 | 75,000.00 | 50,733.49 | - | 50,733.49 |
| Rental Equipment | - | - | - | - | - | - |
| Audit Fees | - | 7,300.00 | 25,000.00 | 17,700.00 | - | 17,700.00 |
| Small Tools | - | 524.31 | 5,000.00 | 4,475.69 | - | 4,475.69 |
| Election Supplies | - | - | 2,500.00 | 2,500.00 | - | 2,500.00 |
| Water Purchase | 2,545.62 | 238,639.17 | 150,000.00 | (88,639.17) | - | (88,639.17) |
| CMWD Standby Charges | 2,278.69 | 15,749.17 | 20,000.00 | 4,250.83 | - | 4,250.83 |
| Treatment Plant | 1,219.17 | 7,423.35 | 20,000.00 | 12,576.65 | - | 12,576.65 |
| Fuel | 1,767.78 | 10,646.53 | 13,000.00 | 2,353.47 | - | 2,353.47 |
| Travel Exp./Seminars | 380.00 | 1,009.46 | 2,000.00 | 990.54 | - | 990.54 |
| Utilities | 248.22 | 1,892.94 | 3,500.00 | 1,607.06 | 76.68 | 1,530.38 |
| Power and Pumping | 5,276.07 | 37,584.79 | 80,000.00 | 42,415.21 | - | 42,415.21 |
| Meters | - | 1,931.44 | 10,000.00 | 8,068.56 | - | 8,068.56 |
| **Total Expenditures** | **112,472.83** | **1,140,849.60** | **1,695,500.00** | **554,650.40** | **3,204.77** | **551,445.63** |
| | | | | | | |
| **Water Distribution System** | - | - | - | - | - | - |
| *Fairview Connection (FY22-23)* | - | - | - | - | - | - |
| *Well 8 Nitrate Removal/Blending* | 1,607.57 | 30,527.79 | 40,000.00 | 9,472.21 | - | 9,472.21 |
| *4 Valve Replacements/Deadends* | - | - | 68,000.00 | 68,000.00 | - | 68,000.00 |
| *Tank Cleaning* | - | - | 6,000.00 | 6,000.00 | - | 6,000.00 |
| *El Sol to Lomita Tie-In Engineering* | - | - | 5,000.00 | 5,000.00 | - | 5,000.00 |
| *Repairs to Meiners Rd. 80K Gallon Tank* | 87.50 | 29,672.06 | 30,000.00 | 327.94 | - | 327.94 |
| **Structures and Improvements** | - | - | - | - | - | - |
| *Chlorine Alarms* | - | - | 40,000.00 | 40,000.00 | - | 40,000.00 |
| *T.P. Final Eng. 100% Design* | - | - | 175,000.00 | 175,000.00 | - | 175,000.00 |
| *Treatment Plant Set-Aside Fund* | - | - | 200,000.00 | 200,000.00 | - | 200,000.00 |
| *Wells 4&7 CL 17* | - | - | 15,000.00 | 15,000.00 | - | 15,000.00 |
| **Office Machines** | - | - | - | - | - | - |
| *Radio/Cellular Meters (FY22/23)* | - | - | - | - | - | - |
| **Field Equipment** | - | - | - | - | - | - |
| *Sounder* | - | - | 2,500.00 | 2,500.00 | - | 2,500.00 |
| *New Truck Generator* | - | - | 3,500.00 | 3,500.00 | - | 3,500.00 |
| *Welder* | - | - | 3,500.00 | 3,500.00 | - | 3,500.00 |
| *Air Compressor (Tow Behind)* | - | - | 16,000.00 | 16,000.00 | - | 16,000.00 |
| *Crane for New Truck* | - | 14,896.19 | 15,000.00 | 103.81 | - | 103.81 |
| *New Truck Tools* | - | 4,201.80 | 5,000.00 | 798.20 | - | 798.20 |
| **Appropriations for Contingencies** | 6,556.18 | 59,902.12 | 100,000.00 | 40,097.88 | - | 40,097.88 |
| **Total CIP Spending** | **8,251.25** | **139,199.96** | **724,500.00** | **585,300.04** | **-** | **585,300.04** |
| **GRAND TOTAL** | **120,724.08** | **1,280,049.56** | **2,420,000.00** | **1,139,950.44** | **3,204.77** | **1,136,745.67** |


MOWD Monthly Expenses
$350,000.00
$300,000.00
$250,000.00
$200,000.00
$150,000.00
$100,000.00
$50,000.00
$0.00
Amount ($)
7/2020 Z-2 6" relocation
12/19 - Gen & Panels
1/19 - Wells
Expenses
Capital
Total Expense
Jan-19
Mar-19
May-19
Jul-19
Sep-19
Nov-19
Jan-20
Mar-20
May-20
Jul-20
Sep-20
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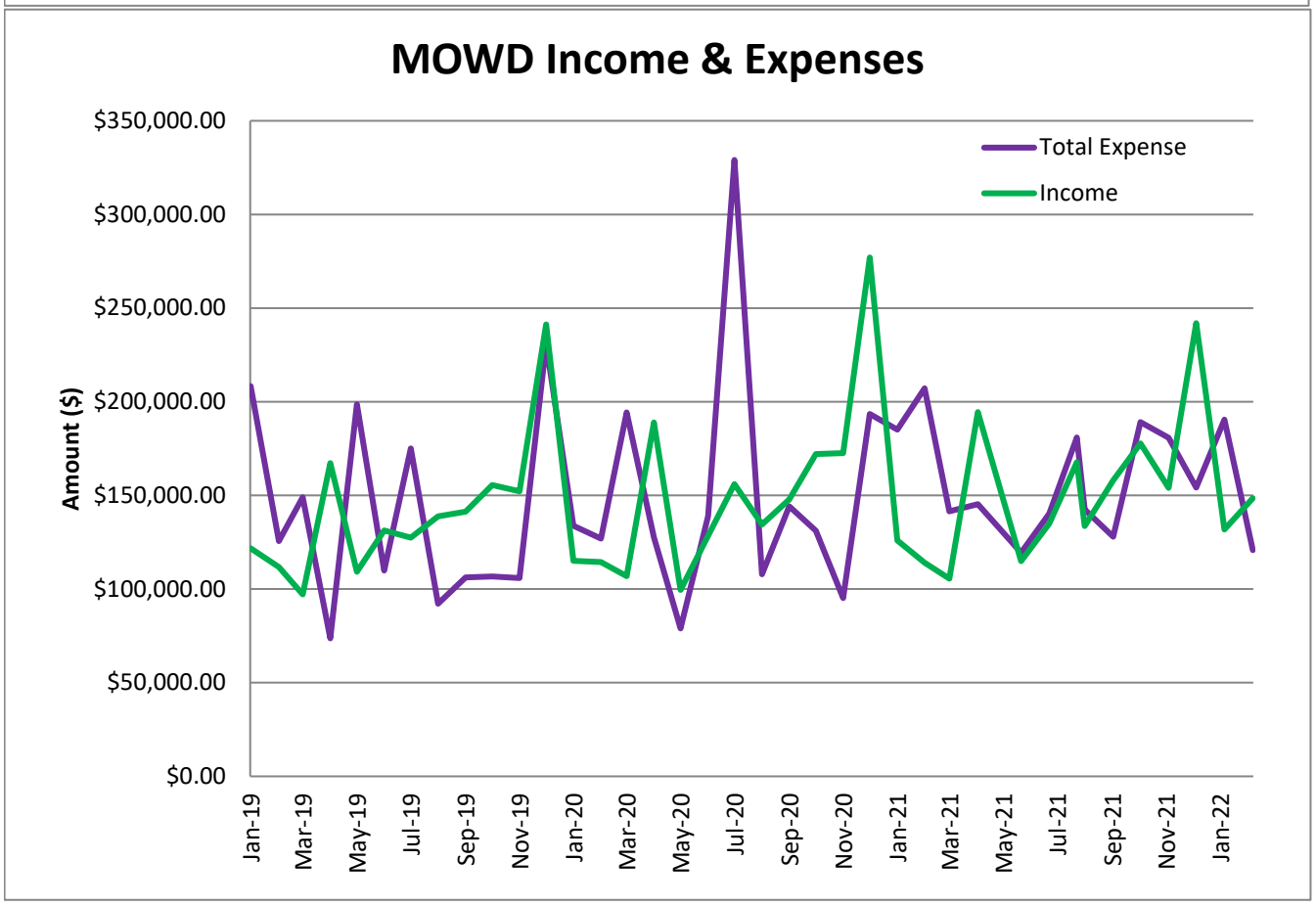
Jan-21
Mar-21
May-21
Jul-21
Sep-21
Nov-21
Jan-22


MOWD Income & Expenses
$350,000.00
$300,000.00
$250,000.00
$200,000.00
$150,000.00
$100,000.00
$50,000.00
$0.00
Amount ($)
Total Expense
Income
Jan-19
Mar-19
May-19
Jul-19
Sep-19
Nov-19
Jan-20
Mar-20
May-20
Jul-20
Sep-20
Nov-20
Jan-21
Mar-21
May-21
Jul-21
Sep-21
Nov-21
Jan-22

## RESOLUTION NO. 20220315:

## AB 361-Brown Act: Remote Meetings During a State of Emergency (Subsequent)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MEINERS OAKS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY CA EXECUTIVE ORDER N-29-20 MARCH 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF MEINERS OAKS WATER DISTRICT FOR THE PERIOD MARCH 22, 2022 – APRIL 22, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the MEINERS OAKS WATER DISTRICT is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of MEINERS OAKS WATER DISTRICT's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, March 4, 2020 CA Governor proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; despite sustained efforts the virus continues to spread and is impacting nearly all sectors of California; and

WHEREAS, the Ventura County Public Health Officer issued order October 18, 2021 regarding the highly transmissible Delta Variant, recommends vaccinated and unvaccinated persons to mask and social distance until health metric criteria are met or rescinded, superseded, or amended by the Health Officer; and

WHEREAS, the Board of Directors does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus, will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and

facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of MEINERS OAKS WATER DISTRICT shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, all meeting agendas, meeting dates, times and manner in which the public may attend the meeting and offer public comment by call-in option or internet-based service option, are posted at a minimum, on the District website and physically outside the District Office.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF MEINERS OAKS WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and the ongoing risk posed by the highly transmissible COVID-19 virus, and, Ventura County Public Health orders for social distancing has caused, and will continue to cause, conditions of peril to the safety of persons within the District.

Section 3. Re-Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager, Board Secretary and legislative bodies of MEINERS OAKS WATER DISTRICT are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of APRIL 22, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of MEINERS OAKS WATER DISTRICT may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of MEINERS OAKS WATER DISTRICT, this **15** day of **MARCH**, **2022**, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

# Chlorine Scales for Wells

Currently Meiners Oaks Water District doesn't have fail safes in place to prevent our wells from running out of chlorine. During our inspection with the DDW, Division of Drink Water, it was recommended by our state regulator to install chlorine scales at each well site. Installation of chlorine scales will allow field staff to monitor daily chlorine volumes and change the chlorine cylinders out before they are empty; ensuring the District is fulfilling its duty to provide a continuous supply of quality water to our customers.

**Recommended Actions:**

The General Manager recommends that the BOD make a motion to approve the purchase of four Dual Mechanical Cylinder Scales by Regal Chlorinators.

**Fiscal Impact:** The approved budget for Chlorine Alarms is $40,000, this project has delayed until FY 22-23. Funding for the Chlorine Scales will be taken from the $40,000.

**Total Cost: $5680.00**

# Quotation

# chlorinators incorporated

1044 S.E. Dixie cutoff road

Stuart, Florida 34994 **REVISED**

772-288-4854 (tel) 772-287-3238 (fax)

www.regalchlorinators.com regal@regalchlorinators.com

TO: **Meiners Oaks Water Dist.**
**Ojai, CA**
**Attn: Justin Martinez**
**Tel: 805-947-6553**
**E-mail:**
**justin@meinersoakswater.com**

Date: **2-17-22**

Quote **DP21022** Job:

| Item | Quan. | Description | Unit Price | Total Price |
|---|---|---|---|---|
| A | 4 | **Regal Model SC-401 dual mechanical cylinder scale** | **$1,420.00ea** | **$5,680.00** |

**Please Note: Above pricing does not include freight charges.**
**Booster pumps, installation, training, start-up services, and all other equipment or materials not listed above to be furnished by other.**

DISCLAIMER: Quotations are based upon our interpretation of oral information and /or specifications/drawings as may have been provided. Chlorinators Inc. assumes no responsibility for other materials and/or representations determined necessary for an operational system.

ENC: **B-SC-401**

**cc: Matt Chlor ~ Marc Woodward ~ Tel: 626-443-5034 ~ E-mail: marc@mattchlor.com**

Terms: Net 30 days to Approved Credit Accounts
F.O.B.: Stuart, Florida or shipping point
Taxes: All applicable taxes are in addition to the above price
Prices subject to acceptance within 30 days of this date after which
They are subject to revision.

Shipment: After receipt of order and approved submittal data if required. _____ Days.

respectfully submitted
Chlorinators Incorporated

By: _____

**Daniel Paez, Regional Sales Manager**

# Water Treatment Plant Final Design Contract

Meiners Oaks Water District has received and reviewed MKN & Associates final design proposal for the Treatment Plant replacement. I have asked MKN to reevaluate their project cost. MKN feels their contract is accurate and aligns with the project cost. However, MKN has recommended one area where the district could save some money by contracting the survey and geotechnical separately through their subs. They add a 10% markup on subs to cover additional liability insurance and additional invoicing work. On the downside, MOWD would then need to manage 3 contracts for one project and MOWD would be assuming all of the project liability.

MKN has provided the MOWD with a complete package. Taking the project from A-Z with limited exclusion. MKN has offered, out of the box thinking allowing multiple options to keep the existing plant in service while constructing the new plant. Along with exploring chloramination conversion and /or free chlorine disinfectant.

**Fiscal Impact:** $343,655 Treatment Plant

**Recommended Actions:**
The General Manager recommends that the BOD makes a motion to approve MKN & Associates contract to proceed with the Water Treatment Plant Final design at $343,655.

This form of agreement is distributed by:

ACEC
American Council of Engineering Companies
California

| Client Initials | Consultant Initials |
|---|---|
| | |

# SHORT FORM OF AGREEMENT BETWEEN CLIENT AND CONSULTANT



Project No. Meiners 2022-001

Agreement entered into at Arroyo Grande, CA on this date of March 10, 2022,

by and between: Michael K. Nunley & Associates (MKN) & Meiners Oaks Water District

| Client: | Meiners Oaks Water District | Consultant: | Michael K. Nunley & Associates |
|---|---|---|---|
| Name: | Justin Martinez | Name: | Michael K. Nunley |
| Address: | 202 W. El Roblar Drive | Address: | 530 Paulding Circle B |
| City, St, Zip: | Ojai, CA 93023 | City, St. Zip: | Arroyo Grande, CA 93420 |
| Phone:<br>Mobile: | 805-646-2114 | Phone:<br>Mobile: | 805-904-6530<br>805-574-3202 |
| Fax: | | Fax: | 805-904-6532 |
| Email: | Justin@meinersoakswater.com | Email: | mnunley@mknassociates.us |
| License No: | | License No: | C61801 |

***Client and Consultant agree as follows:***

A. Client retains Consultant to perform services for (hereinafter called "project."):

Water Treatment Plant Final Design Project

B. Consultant agrees to perform the following scope of services:

As described in Exhibit A

C. Client agrees to compensate Consultant for such services as follows:

Compensation based on time and materials not to exceed $343,655 as described in Exhibit A.

D. This agreement is subject to the Provisions of Agreement contained in paragraphs 1 through 33, and the provisions of the exhibits attached hereto and made a part hereof. (List exhibits below.)

Exhibit A - Proposal dated January 17, 2022.

## PROVISIONS OF AGREEMENT

Client and Consultant agree that the following provisions shall be part of this agreement:

1. Client and Consultant agree to cooperate with each other in order to fulfill their responsibilities and obligations under this agreement. Both Client and Consultant shall endeavor to maintain good working relationships among members of the project team.
2. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of Client and Consultant.
3. This agreement shall not be assigned by either Client or Consultant without the prior written consent of the other. Neither Client nor Consultant shall assign claims arising from the agreement without the prior written consent of the other.
4. This agreement contains the entire and integrated agreement between Client and Consultant relating to the project and the provision of services for the project. Any prior agreements, promises, negotiations or representations not expressly set forth in this agreement are of no force or effect. Subsequent modifications to this agreement shall be in writing and signed by both Client and Consultant.
5. Consultant's or Client's waiver of any term, condition or covenant shall not constitute the waiver of any other term, condition or covenant. Consultant's or Client's waiver of any breach of this agreement shall not constitute the waiver of any other breach of the agreement.
6. If any term, condition or covenant of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this agreement shall be valid and binding on both the Client and Consultant.
7. This agreement shall be governed by and construed in accordance with the laws of the State of California.
8. Client acknowledges all reports, plans, specifications, field data and notes and other documents, including all such documents on electronic media, prepared by Consultant are instruments of service, and shall remain the property of Consultant and may be used by Consultant without the consent of Client. Upon request and payment of all costs involved, Client is entitled to a copy of all final plans and specifications for use in connection with the project for which the plans and specifications have been prepared. Client acknowledges that its right to utilize final plans and specifications and the services of Consultant provided pursuant to this agreement will continue only so long as Client is not in default, pursuant to the terms and conditions of this agreement, and Client has performed all its obligations under this agreement. In the event Client is in default of any of the terms and conditions of this agreement, any license or right to utilize the instruments of service by Client, is automatically revoked.
9. Client agrees not to use or permit any other person to use plans, specifications, drawings, cost estimates, reports or other documents prepared by Consultant which plans, specifications, drawings, cost estimates, reports or other documents are not final and which are not signed and stamped or sealed by Consultant. Client acknowledges that all documents on electronic files, or drawings, reports and data on any form of electronic media generated and furnished by the Consultant, are not final plans or documents. Client shall be responsible for any such use of all non-final plans, specifications, drawings, cost estimates, reports, electronic files, or other documents not signed and stamped or sealed by Consultant. Client hereby waives any claim for liability against Consultant for such use. Client agrees, to the extent permitted by law, to indemnify and hold harmless Consultant, its officers, directors, employees, and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from a violation of this paragraph by Client. Client further agrees that final plans, specifications, drawings, cost estimates, reports or other documents are for the exclusive use of Client and may be used by Client only for the project described on page 1 of 7 of this agreement and such use is subject to the terms and conditions of this agreement. Such final plans, specifications, drawings, cost estimates, reports or other documents may not be changed or used on a different project without written authorization or approval by

Consultant. If signed check prints are required to be submitted with a stamp or seal, they shall not be considered final for purposes of this paragraph.

**10.** In accepting and utilizing any electronic files, or drawings, reports and data on any form of electronic media generated and furnished by Consultant ("electronic files"), Client covenants and agrees that all such electronic files are instruments of service of Consultant, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

Client agrees not to use or reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this agreement. Client agrees not to make changes to or transfer these electronic files to others without the prior written consent of Consultant. Client further agrees to waive all claims against Consultant resulting in any way from any unauthorized changes, use, or reuse of the electronic files for any other project by anyone other than Consultant.

Client acknowledges that Client and Consultant have agreed on all hardware and software specifications that may be necessary for transmission of electronic files relevant to the project. These specifications, if applicable, are attached as **Exhibit** ____ to this agreement.

Electronic files furnished by either party shall be subject to an acceptance period of fifteen (15) days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

Electronic files, such as computer-aided drafting and design files, are not construction documents, and Consultant makes no representation as to their accuracy or completeness. Client is aware that differences may exist between the electronic files delivered and the printed hard copy construction documents. In the event of a conflict between the signed construction documents prepared by Consultant and electronic files, the signed and stamped or sealed hard copy construction documents, copies of which shall be kept by the Consultant, shall govern.

In addition, Client agrees, to the extent permitted by law, to indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from any unauthorized changes made by anyone other than Consultant or from any use or reuse of the electronic files for any other project without the express written permission of the Consultant

Under no circumstances shall delivery of electronic files for use by Client be deemed a sale of a product by Consultant nor shall Consultant's instruments of service ever be considered a product even if reduced to a written and tangible form, and Consultant makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall Consultant be liable for indirect or consequential damages as a result of Client's use or reuse of the electronic files.

**11.** Client acknowledges Consultant has the right to complete all services agreed to be rendered pursuant to this agreement. In the event this agreement is terminated before the completion of all services, unless Consultant is responsible for such early termination, Client agrees to release Consultant from all liability for services performed. In the event all or any portion of the services by Consultant are suspended, abandoned, or otherwise terminated, Client shall pay Consultant all fees and charges for services provided prior to termination, not to exceed the contract limits specified herein, if any. Client acknowledges if the project services are suspended and restarted, there will be additional charges due to suspension of the services which shall be paid for by Client as extra services pursuant to paragraph 22.

**12.** Unless the scope of services to be provided by Consultant expressly includes Consultant's assistance in determinations regarding the application of prevailing wages, Client and Consultant acknowledge that it is Client's exclusive responsibility to determine whether the project, which is the subject of this agreement, is a "public work" as defined in California Labor Code Section 1720, or whether prevailing wage rates are to be paid to certain workers in connection with the project, or determine the rate of prevailing wages to be paid certain workers. Consultant will develop its schedule of labor rates in reliance on the determinations of Client. In the event of a dispute regarding whether the project is a "public work", whether prevailing wages are to be paid, or the amount of prevailing wages to be paid to individual workers, Client agrees to pay Consultant for any and all additional costs and expenses (including additional wages, penalties & interest) incurred by Consultant and further agrees, to the extent permitted by law, to defend, indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants from all damages, liabilities or costs, including reasonable attorneys' fees and costs, arising from or related to the Client's determinations regarding the application of or payment of prevailing wages.

**13.** If the scope of services contained in this agreement does not include construction-phase services for this project, Client acknowledges such construction-phase services will be provided by Client or by others and Client assumes all responsibility for interpretation of the contract documents and for construction observation and supervision and waives any claim against Consultant that may in any way be connected thereto. In addition, Client agrees, to the extent permitted by law, to indemnify and hold Consultant harmless from any loss, claim, or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from the modification, clarification, interpretation, adjustments or changes made to the contract documents to reflect changed field or other conditions, except for claims arising from the professional errors or omissions, negligence, or willful misconduct of Consultant.

**14.** If Client files a voluntary petition seeking relief under the United States Bankruptcy Code or if there is an involuntary bankruptcy petition filed against Client in the United States Bankruptcy Court, and that petition is not dismissed within fifteen (15) days of its filing, Consultant shall be entitled to continue suspension of the performance of any and all of its obligations pursuant to this agreement where the Client is in default and was in default prior to the filing of the bankruptcy petition. If, upon filing a voluntary petition or an involuntary petition in the United States Bankruptcy Court, Client seeks to have Consultant continue to provide services pursuant to this agreement, Client agrees to comply with applicable provisions of the United States Bankruptcy Code to ensure payment for any continuing or reinstated services.

**15.** Client agrees to provide to Consultant the present name and address of the record owner of the property upon which the project is to be located. Client also agrees to provide Consultant with the name and address of any and all lenders who may loan money on the project and who are entitled to receive a preliminary notice. Client will not object to any lawful filing of any lien by Consultant.

**16.** The Consultant shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might, in the judgment of the Consultant, increase the Consultant's contractual or legal obligations or risk, or adversely affect the availability or cost of its professional or general liability insurance. Nor shall Consultant be required to sign any documents, requested by any party, including Client, that would result in the Consultant's having to certify, guarantee, warrant or state the existence of conditions whose existence the Consultant cannot ascertain. The Client also agrees not to make resolution of any dispute with the Consultant or payment of any money due to the Consultant, in any way contingent upon the Consultant's signing any such certification, guarantee, warranty or statement.

**17.** All fees and other charges due Consultant will be billed monthly and shall be due at the time of billing unless specified otherwise in this agreement. If Client fails to pay Consultant within thirty (30) days after invoices are rendered, Consultant shall have the right in its sole discretion to consider such default in payment a material breach of this entire agreement, and, upon written notice, Consultant's duties, obligations and responsibilities under this agreement may be suspended or terminated in the judgment of the Consultant. In such event, Client shall promptly pay Consultant for all outstanding fees and charges due Consultant at the time of suspension or termination. If Consultant elects to suspend or terminate Consultant's services pursuant to this provision, Consultant is entitled to reasonable suspension or termination costs or expenses and Client waives any and all damage claims resulting from any delay or disruption after the suspension or termination..

**18.** Client agrees that all billings from Consultant to Client are correct and binding on Client unless Client, within thirty (30) days from the date of receipt of such billing, notifies Consultant in writing of alleged inaccuracies, discrepancies, or errors in billing.

**19.** Client agrees to pay a monthly late payment fee and not an interest charge, which will be the lesser of one and one-half percent (1-1/2%) per month or a monthly charge not to exceed the maximum legal rate, which will be applied to any unpaid balance commencing thirty (30) days after the date of the billing.

**20.** In the event Consultant's fee schedule changes due to any increase of costs such as the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or increase in the cost of living, during the lifetime of this agreement, a percentage increase shall be applied to all remaining fees and charges to reflect the increased costs. Such adjustment shall not affect MKN's obligation to complete the project for no more than the specified "not to exceed" amount.

**21.** Client agrees that if Client requests services not specified in the scope of services described in this agreement, Client will pay for all such additional services as extra services, in accordance with Consultant's billing rates utilized for this agreement.

**22.** Client acknowledges that the design services performed pursuant to this agreement are based upon field and other conditions existing at the time these services were performed. Client further acknowledges that field and other conditions may change by the time project construction occurs and clarification, adjustments, modifications and other changes may be necessary to reflect changed field or other conditions. Such clarifications, adjustments, modifications and other changes shall be paid for by Client as extra services in accordance with paragraph 22.

**23.** Consultant is not responsible for delay caused by activities or factors beyond Consultant's reasonable control, including but not limited to, delays by reason of strikes, lockouts, work slowdowns or stoppages, power failures, accidents or equipment malfunctions, acts of God, failure of Client to furnish timely information or approve or disapprove of Consultant's services or instruments of service promptly, faulty performance by Client or other

contractors or governmental agencies. When such delays beyond Consultant's reasonable control occur, Client agrees Consultant shall not be responsible for damages nor shall Consultant be deemed to be in default of this agreement. Further, when such delays occur, Client agrees that, to the extent such delays cause Consultant to perform extra services, such services shall be paid for by Client as extra services in accordance with paragraph 22.

**24.** Consultant shall not be liable for damages resulting from the actions or inactions of governmental agencies including, but not limited to, permit processing, environmental impact reports, dedications, general plans and amendments thereto, zoning matters, annexations or consolidations, use or conditional use permits, project or plan approvals, and building permits. Client agrees that it is the responsibility of Client to maintain in good standing all governmental approvals or permits and to timely apply for any necessary extensions thereof. Consultant is not responsible for the failure of any public agency to approve Consultant's work product.

**25.** If the scope of services requires Consultant to estimate quantities, such estimates are made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, such estimates are only estimates and shall not constitute representations, warranties or guarantees of the quantities of the subject of the estimate. If the scope of services requires Consultant to provide its opinion of probable construction costs, such opinion is to be made on the basis of Consultant's experience and qualifications and represents Consultant's best judgment as to the probable construction costs. However, since Consultant has no control over costs or the price of labor, equipment or materials, or over the contractor's method of pricing, such opinions of probable construction costs do not constitute representations, warranties or guarantees of the accuracy of such opinions, as compared to bid or actual costs.

**26.** Client acknowledges that Consultant is not responsible for the performance of work by third parties including, but not limited to, the construction contractor and its subcontractors.

**27.** Consultant makes no warranty, either express or implied, as to its findings, recommendations, plans, specifications, or professional advice except that the services were performed pursuant to generally accepted standards of professional practice in effect at the time of performance.

**28.** In the event (1) Client agrees to, authorizes, or permits changes in the plans, specifications, documents, or electronic files prepared by Consultant, which changes are not consented to in writing by Consultant, or (2) Client agrees to, authorizes or permits construction of unauthorized changes in the plans, specifications, documents, or electronic files prepared by Consultant, which changes are not consented to in writing by Consultant, or (3) Client does not follow recommendations prepared by Consultant pursuant to this agreement, which changed recommendations are not consented to in writing by Consultant: Client acknowledges that the unauthorized changes and their effects are not the responsibility of Consultant and Client agrees to release Consultant from all liability arising from the use of such changes, and further agrees, to the extent permitted by law, to defend, indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants from and against all claims, demands, damages or costs, including attorneys' fees, arising from the unauthorized changes.

**29.** Client agrees that in the event Consultant institutes litigation to enforce or interpret the provisions of this agreement, such litigation is to be brought and adjudicated in the appropriate court in the County of Ventura, and Client waives the right to bring, try or remove such litigation to any other county or judicial district.

**30.** (a) Except as provided in subdivisions (b) and (c), in an effort to resolve any conflicts that arise during the design or construction of the project or following completion of the project, Client and Consultant agree that all disputes between them arising out of or relating to this agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.

Client and Consultant further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

(b) Subdivision (a) shall not preclude or limit Consultant's right to file an action for collection of fees if the amount in dispute is within the jurisdiction of the small claims court.

(c) Subdivision (a) shall not preclude or limit Consultant's right to record, perfect or enforce applicable mechanic's lien or stop notice remedies.

**31.** Client agrees to limit the liability of Consultant, its principals, employees and subconsultants, to Client and to all contractors and subcontractors on the project. Refer to MKN's available insurance coverage as set forth in the insurance certificate that is included as part of Exhibit A. Client and Consultant acknowledge that this provision and this entire agreement was expressly negotiated and agreed upon between the parties.

**32.** Notwithstanding any other provision of this Agreement, and to the extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect, punitive or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other incidental, indirect or consequential damage that either party may have incurred from any cause or action.

IN WITNESS WHEREOF, the parties hereby execute this agreement upon the terms and conditions stated above.

Client: Meiners Oaks Water District Consultant: Michael K. Nunley & Associates

By: _____ By: _____

Name: Justin Martinez Name: Michael K. Nunley

Title: General Manager Title: CEO/President

Date Signed: _____ Date Signed: _____

**Client should mail completed contract to the address shown for Consultant.**

# Exhibit A

# Meiners Oaks Water District

PROPOSAL FOR

## Water Treatment Plant Final Design

Submittal Due Date: January 17, 2022

Justin Martinez | General Manager
Meiners Oaks Water District
202 West El Roblar Drive
Ojai, CA

January 17, 2022

Justin Martinez | General Manager
Meiners Oaks Water District

Subject: **Proposal for Water Treatment Plant Final Design**

Dear Mr. Martinez,

We are pleased to provide this proposal to Meiners Oaks Water District (District). With an office in Ventura County and a focus on municipal clients, MKN is an ideal partner for the District. Our firm is focused on delivering quality water, wastewater and water reuse projects on time and on budget. Our staff possess extensive experience in filtration and water treatment plant design to successfully deliver the District's proposed Water Treatment Plant Replacement Project.

Why MKN? Approximately 90 percent of our work is from existing clients. These clients select MKN for the following reasons:

1. **Water Quality Experts.** Our Principal-in-Charge and Water Treatment Technical Lead, Chris Martin, has over 30 years of experience in advanced water treatment process. Chris has completed over 30+ water treatment plant designs, many of which include surface and groundwater filtration technologies.
2. **MKN is local and committed to Ventura County.** Our proposed local Project Manager, Becca Bugielski, is located in our Ventura office. Our local team is supported by the full resources of MKN's additional five offices, all located within Southern California. MKN has been providing professional services in Ventura County since 2013, working with over ten (10) different agencies and delivering dozens of projects.
3. **Best Value.** MKN's full staff consists of 50+ professional engineers, planners, construction management staff and support staff. Many of these staff members bring decades of technical experience working at Fortune 500 global engineering firms. MKN provides a unique value, providing highly qualified engineers and a rate that is typically 10 to 20 percent less than our competitors.
4. **Experts Focused on Water.** MKN is focused on water, wastewater, and recycled water projects for municipal clients. As such, we continuously invest in education and training in the water industry; our team members are active in technical organizations and stay apprised of industry trends, new technologies, and best practices. For the District, this means MKN can provide a wide array of high-quality expertise and innovation on projects.

**Firm Name:** MKN & Associates (S Corporation)

**Address:** 121 North Fir Street, Ste G, Ventura, CA 93001

**Point of Contact:**

Becca Bugielski, PE
Project Manager
bbugielski@mknassociates.us
805.947.4971

| Criteria | MKN Understanding and Approach |
|---|---|
| Project Team and Qualifications (20 Points) | 1. **Qualifications Match District Needs.** MKN's staff have delivered 30+ groundwater and surface water treatment projects. We have extensive pressure vessel filtration experience with many of our groundwater treatment projects in the Central Valley and Southern California.<br>**2. Experienced Project Manager.** Project Manger and Water Treatment Technical Lead, Becca Bugielski and Chris Martin, recently delivered the Well No. 8 Nitrate Removal Study project for the District and are very familiar with the District's operating procedures and requirements. In addition, Chris Martin has successfully delivered over 30 full-scale advanced treatment facilities over the course of nearly 40 years with Boyle Engineering Corporation (now AECOM), Water Standard and MKN. |
| Project Understanding and Approach (30 Points) | **1. Strong Project Management and Quality Management Procedures.** MKN will keep the District informed of key deliverables throughout the duration of the project. Our team will also utilize Microsoft Teams for project-related communication, video and screen share meetings, documentation and management of action items. Furthermore, MKN's quality management system is streamlined for municipal water projects through our Principals' experience at Fortune 500 Design Firms.<br>**2. Headstart on Permitting.** Based on our experience with other agencies, permitting can often present significant hurdles to successful implementation of treatment facilities. MKN will work with the District and the local Division of Drinking Water staff at the onset of the project to establish clear objectives for expediting the permitting process and successful delivery of the project.<br>**3. Additional Design Considerations.** Based on MKN's review of the Preliminary Design Report and Drawings prepared for the water treatment plant improvements and past experience with pressure filtration and surface water treatment, we believe additional considerations are warranted for maintaining operation and minimizing downtime of the existing filtration system during construction, reliable supply of backwash water, and disposal of settled backwash residual solids. Furthermore, MKN will work with District staff to explore practical and cost-effective backwash reclamation and solids disposal alternatives (i.e. trucking hauling, gravity-based solids dewatering, clarification with backwash recycle, etc.). |
| Performance on Similar or Related Projects (30 Points) | **Proven on Similar Groundwater and Surface Water Treatment Projects.** MKN staff have extensive experience on multiple wellhead treatment projects completed for San Juan Capistrano, East Niles CSD, Water Replenishment District, City of Paso Robles, City of Fresno, and City of Bakersfield. We are often a preferred consultant because of our responsiveness, value, and technical expertise that we bring to each project. |
| Billing Rates (10 Points) | **Best Value.** Our billing rates are on average 10 to 20 percent lower than our competitors. The District and the project's stakeholders will benefit from the savings associated with our low overhead and efficient company structure. As demonstrated by our organizational chart, MKN can self-perform much of the anticipated services. |
| Organizational and Support Services (10 Points) | **1. Multiple Staff in Key Positions.** Key roles with planning and design of groundwater and surface water treatment facilities are provided with multiple staff. This allows us to expedite project delivery.<br>**2. Robust Support Services.** Our project subconsultants are located in Southern California, while all MKN staff are located in Central and Southern California.<br>**3. Full Capabilities and Expedited Project Response.** MKN's key staff assigned to this project are available to immediately begin execution of design and permitting efforts upon receiving notice-to-proceed for each deliverable from the District. |

We look forward to the opportunity to work with your team to expedite the delivery of this project. Thank you for your consideration.

Sincerely,

Becca Bugielski, PE
Project Manager

Chris Martin, PE
Principal-in-Charge/
Water Treatment Technical Lead

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# 1 COMPANY BACKGROUND

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

SECTION 1

# COMPANY BACKGROUND

## MKN's Client Centric Origins

MKN is a water, wastewater and recycled water engineering firm located and focused exclusively in Southern California. Our firm was formed in 2012 and has grown to over 50 professional engineers, planners, construction managers/inspectors and support staff because of the need from public agencies similar to the District. Since 2012, MKN has focused on meeting a growing need by public agencies for responsive, technically capable consultants who are committed to a long-term relationship based on excellence.

## Water is our Focus

Our team has reviewed the RFP, and reviewed in depth the previous preliminary efforts, and are confident we are the right team for this project. While MKN offers a wide range of water, wastewater and water reuse expertise, ***the engineering services requested in your filtration and water treatment plant design project represent a core competency of our firm.***

Our principals have decades of experience in management and leadership roles for some of the highest ranked engineering firms in the world, and we are excited to bring our expertise to the District. MKN practice groups include Treatment, Infrastructure, Program Management, Planning and Hydraulic Modeling, and Construction Management.


Our proposed Project Manager, Becca Bugielski, PE, is located in our Ventura Office. She has delivered multiple successful contracts in budget and on-time.

## MKN is Committed to the District

***MKN is committed to a long-term relationship with the District.***

MKN's staff have been working in Southern California for nearly two decades and are committed to the local water industry. Our proposed Principal-in-Charge, Chris Martin, has worked on several water treatment plant designs in Ventura County over the last 35 years, providing unparalleled technical expertise and leadership in filtration and advanced treatment facility designs. Your project will be managed from our local Ventura office.

MKN's strength in water process chemistry, filtration technologies, and water treatment plant design are an ideal fit for the District, which will require all these skills to ensure responsiveness and value for your water treatment plant project.

35+ Well Projects

30+ Water Treatment Plant Designs

Local Project Team

## MKN has delivered engineering services to 100+ agencies


**MKN BY THE NUMBERS**

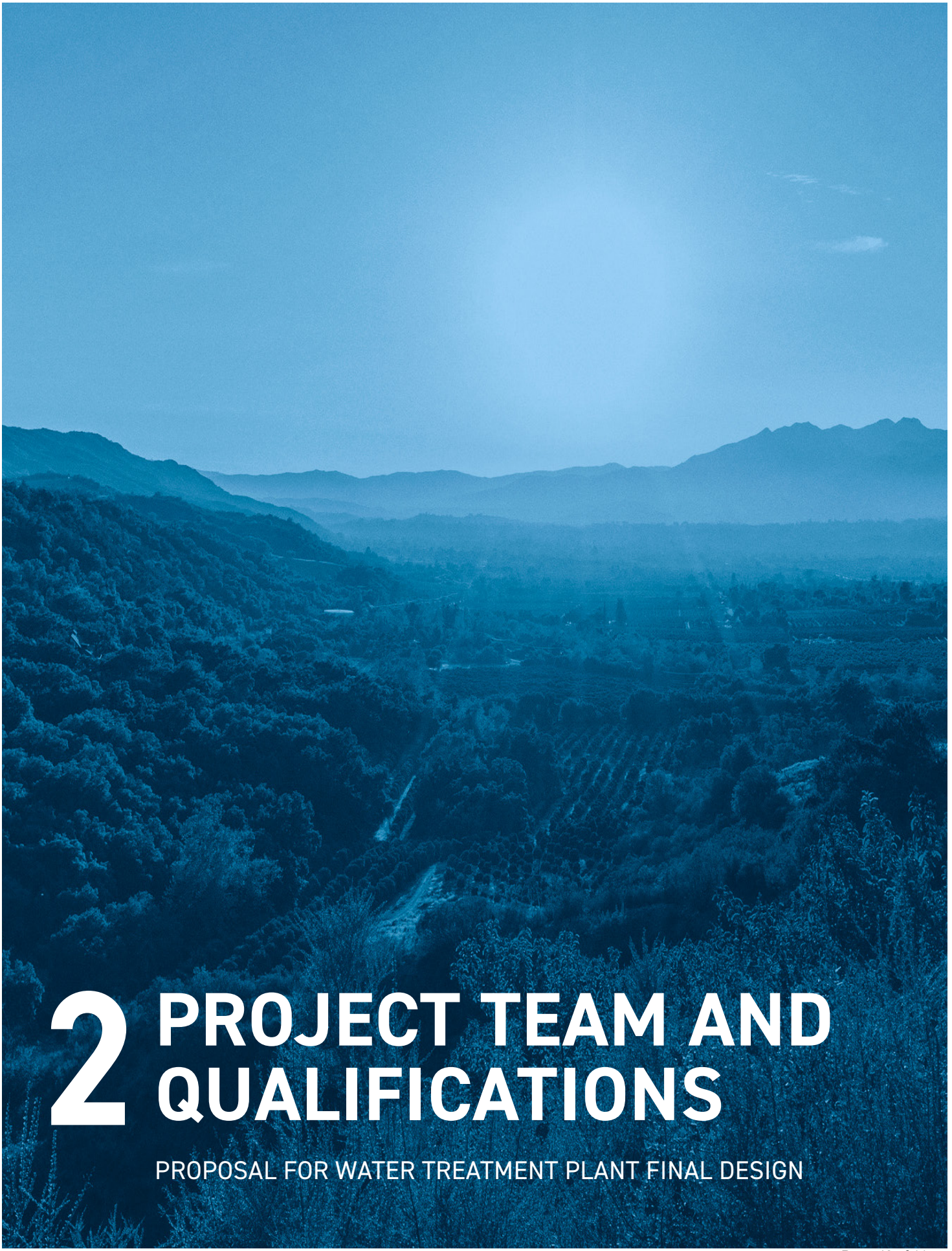
**50+** staff across **7** offices

**$7.7M**
2020 Revenue

**20+**
On-Call Contracts

**100+**
Task Orders delivered through On-Call Contracts

Antelope Valley - East Kern Water Agency
Arroyo Grande
Atascadero
Atascadero MWC
Atwater
Bakersfield
Bear Valley CSD
Camarillo
Calleguas MWD
Cambria CSD
Camrosa Water District
Casitas MWD
Cayucos SD
Channel Islands Beach CSD
Coalinga
Delano
East Niles CSD
Foothill MWD
Fresno
Fresno County
Goleta Water District
Gonzales
Greenfield
Grover Beach
Guadalupe
Heritage Ranch CSD
Hollister
Kern County Water Agency
Kern Sanitation Authority
Kingsburg
Laguna County Sanitation District
Las Virgenes MWD
Lynwood
Madera
Madera County
Merced
Monte Vista Water District
Morro Bay
Nipomo CSD
North of the River MWD
North of the River Sanitary District No. 1
Oceanside
Oxnard
Paso Robles
Pismo Beach
Port Hueneme Water Agency
Quartz Hill Water District
RCAC
Reedley
San Luis Obispo
San Luis Obispo County
San Simeon CSD
Santa Maria
Santa Clarita
Santa Paula
Santa Barbara
Santa Nella
Seaside County SD
Selma-Kingsburg-Fowler Sanitation District
Semitropic Water SD
Soledad
Solvang
South Coast Water District
South San Luis Obispo County Sanitation District
Sunnyslope County Water District
Taft
Tehachapi
Thousand Oaks
Tulare
Water Replenishment District of Southern California
Westlands Water District



# 2 PROJECT TEAM AND QUALIFICATIONS

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

SECTION 2

# PROJECT TEAM AND QUALIFICATIONS


**PRINCIPAL-IN-CHARGE**

**PRINCIPAL-IN-CHARGE**
Chris Martin, PE

**PROJECT MANAGEMENT**

**PROJECT MANAGER**
Becca Bugielski, PE

**QA/QC**

**QA/QC**
Jon Hanlon, PE

**TECHNICAL RESOURCES**

**WATER TREATMENT PROCESS/TECHNICAL LEAD**
Chris Martin, PE

**PROCESS/MECHANICAL DESIGN**
Frank Dodge, PE
Stefanos Word, EIT, ENV SP

**CIVIL/SITE DESIGN**
Jason Wilson, PE
Ammar Hanna, EIT

**ELECTRICAL, INSTRUMENTATION & CONTROLS DESIGN AND PROGRAMMING**
Lloyd Trick, PE[1]
David Patrick, PE[1]

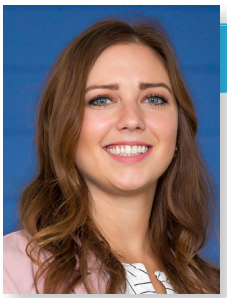
**STRUCTURAL / ARCHITECTURAL**
Michael Parolini, SE[2]

**SURVEYING**
James Fallon, PLS[3]

**GEOTECHNICAL**
Loree Berry, PE[4]

**MECHANICAL**
Michael Cantelmi, PE[5]

*1 - MSO Technologies, 2 - SSG, 3 - ECG, 4 - Yeh & Associates, 5 - Lawrence Engineering Group*



## Becca Bugielski, PE - Project Manager

**EDUCATION**
Marquette University - Wisconsin
BS Civil Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Civil - No. 93278
Wisconsin Professional Engineer - Civil - No. 46908-6
NASSCO PACP, MACP, LACP Certification
No. U-1019-70307353

Ms. Bugielski is an effective communicator and an experienced Client Manager for municipal projects. Ms. Bugielski brings unique public sector perspective from her time serving as Village Engineer, where she managed planning, budgeting, design and implementation of capital improvement projects. Her technical experience includes alternatives analysis, water pipeline assessment and design, GIS, stormwater design, grading, cost estimating and permitting. She has successfully managed 10 District projects to date.

## Chris Martin, PE - Principal-in-Charge, Water Treatment Process/Technical Lead

**EDUCATION**
University of Washington
Seattle, Washington
BS Chemical Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Chemical - No. CH4597

Mr. Martin is a Principal with over 30 years of experience in advanced water treatment processes, such as disinfection, blending of surface and groundwater supplies, reverse osmosis, ion exchange, and specialty adsorbents. **He is an expert in water quality issues both in the municipal and industrial industries, with over 30 treatment plant designs and dozens of evaluations and feasibility studies.** Mr. Martin has presented numerous papers at water industry conferences concerning water quality and treatment topics, and is a recognized expert in these fields.

## Jon Hanlon, PE - QA/QC

**EDUCATION**
California Polytechnic State University, San Luis Obispo
BS Mechanical Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Mechanical - No. M33232
NACE Certified Coating Inspector Level 1 - No. 10431924

Mr. Hanlon is a Principal with nearly 20 years of experience focused in design, analysis, and management of complex multi-disciplined projects including water treatment facilities, pump stations, production wells, piping and valves, hydraulic analysis, master planning, and environmental permitting. He is a certified NACE level 1 inspector with significant experience performing condition assessment of water, wastewater, and recycled water facilities throughout California.

## Frank Dodge, PE - Process/Mechanical Design

**EDUCATION**
University of California Irvine
BS Mechanical Engineering & Minor in Material Science

**LICENSES & REGISTRATIONS**
California Professional Engineer - Mechanical - No. M-38773

Frank Dodge has experience as a Mechanical Design Engineer, Project Engineer, and Project Manager for consultants and owners working on water, wastewater, and other fluid and gas handling facility projects. His experience allows him to visualize project execution, foresee obstacles, and identify mitigations and cost savings. Mr. Dodge is consistently recognized as a hard worker with a strong drive to deliver excellent results, especially when matched against aggressive metrics and difficult project environments.

## Stefanos Word, EIT, ENV SP - Process/Mechanical Design

**EDUCATION**
University of the Pacific, Stockton, California
BS Civil Engineering
MSES Civil & Environmental Engineering

**LICENSES & REGISTRATIONS**
California Engineer in Training - No. 166164

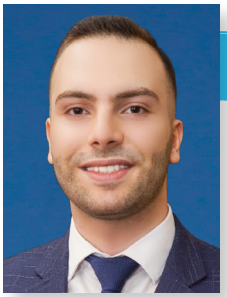
Mr. Word is experienced in a range of wellhead treatment projects ranging from 1,2,3-Trichloropropane to Arsenic. His project experience includes water treatment facility planning, process evaluation, detailed design and analysis, plant civil design and cost estimation, permitting with state- and federal-agencies, collection of field data, pilot- and bench-scale testing, and construction phase services of facilities treating various water quality issues.

## Jason Wilson, PE - Civil/Site Design

**EDUCATION**
University of Central Florida
Orlando
BS Civil Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Civil - No. C89117

Mr. Wilson is a Project Engineer with 7+ years of project management and design experience in water resources infrastructure specifically pumping stations, transmission pipelines, distribution system pipelines, surge analysis, and water treatment systems. Mr. Wilson's project experience includes, hydraulic analysis, pumping systems selection, surge modeling and analysis, water system modeling, pipeline materials analysis and selection, and development of construction documents.



## Ammar Hanna EIT - Civil/Site Design

**EDUCATION**
California State University, Fresno
BS Civil Engineering

**LICENSES & REGISTRATIONS**
California Engineer in Training
No. 171630

Mr. Hanna is an Assistant Engineer at MKN & Associates' Fresno, California office. Mr. Hanna will help to perform Site Improvement services for the project, including parking, fencing, and a security system. His project experience includes well site improvements, drinking water treatment facility site design, and master planning of various water and wastewater facilities. Additionally, he has previous experience with streets, piping, and site development projects.

## Lloyd Trick, PE (MSO Technologies) - Electrical, Instrumentation & Controls Design, and Programming

**EDUCATION**
Univerisity of Alberta
BS Electrical Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Electrical - No. E014247

Lloyd is responsible for electrical engineering and software engineering of automated control systems. Electrical engineering work includes site audits, specification and selection of all electrical system components, and creation of detailed installation and panel drawings. Software engineering work includes software module design, foreign device interfaces, PLC programming and HMI configuration. Works as on-site representative during system commissioning period. Specialties include wireless communication networks and DC power system design.

## David Patrick, PE (MSO Technologies) - Electrical, Instrumentation & Controls Design, and Programming

**EDUCATION**
Cal Poly, San Luis Obispo
BS Agricultural Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Civill - No. 51089

David is responsible for management, definition, design, and implementation of industrial automation and information systems. Provides dual management and engineering role as determined by project size and available resources. Acts as technical resource during team meetings while primarily responsible for overall project management, execution and control.

## Michael Parolini, PE (SSG) - Structural

**EDUCATION**
Cal Poly, San Luis Obispo
BS Architectural Engineering

**LICENSES & REGISTRATIONS**
Structural Engineer,
California No. - S5405

Professional Engineer, Civil
California No. - C69340

LEED Accredited Professional

NCEES Model Law Structural Engineer 46863

Michael is a California licensed Structural and Civil Engineer. His experience covers all aspects of Structural Engineering, including new construction and evaluation for commercial, residential, non-building structures, municipal, governmental, military, educational, historical, rehabilitation and photo-voltaic. He has completed projects utilizing structural systems of all the major building materials, timber, steel, cold-formed steel, masonry and concrete.

## James Fallon, P.L.S (Encompass Consulting Group) - Survey

**EDUCATION**
California State University Fresno
BS Surveying Engineering

**LICENSES & REGISTRATIONS**
Professional Land Surveyor No. 7807, California

James Fallon has over 20 years of experience on a wide variety of land surveying and geomatics projects. He has been responsible for the direct management and production of survey tasks in support of public works and private land development projects, both in the field and in the office. Work performed includes topographic mapping, monument preservation, public agency map and document review, geodetic control networks, boundary surveys, easement and legal description preparation, subdivision mapping, lot line adjustments, ALTA land title surveys, condominium plans, right of way acquisition surveys, construction staking, and data acquisition for Geographic Information Systems (GIS). His work includes numerous public infrastructure projects, encompassing many miles of corridor surveys for design improvements in Ventura, Los Angeles and Santa Barbara Counties.

## Loree Berry, PE (Yeh & Associates) - Geotechnical

**EDUCATION**
University of Wisconsin, Madison
BS Geological Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Civil - No. 73221
Applied Project Management Professional, APMP
Ventura County Well Inspector

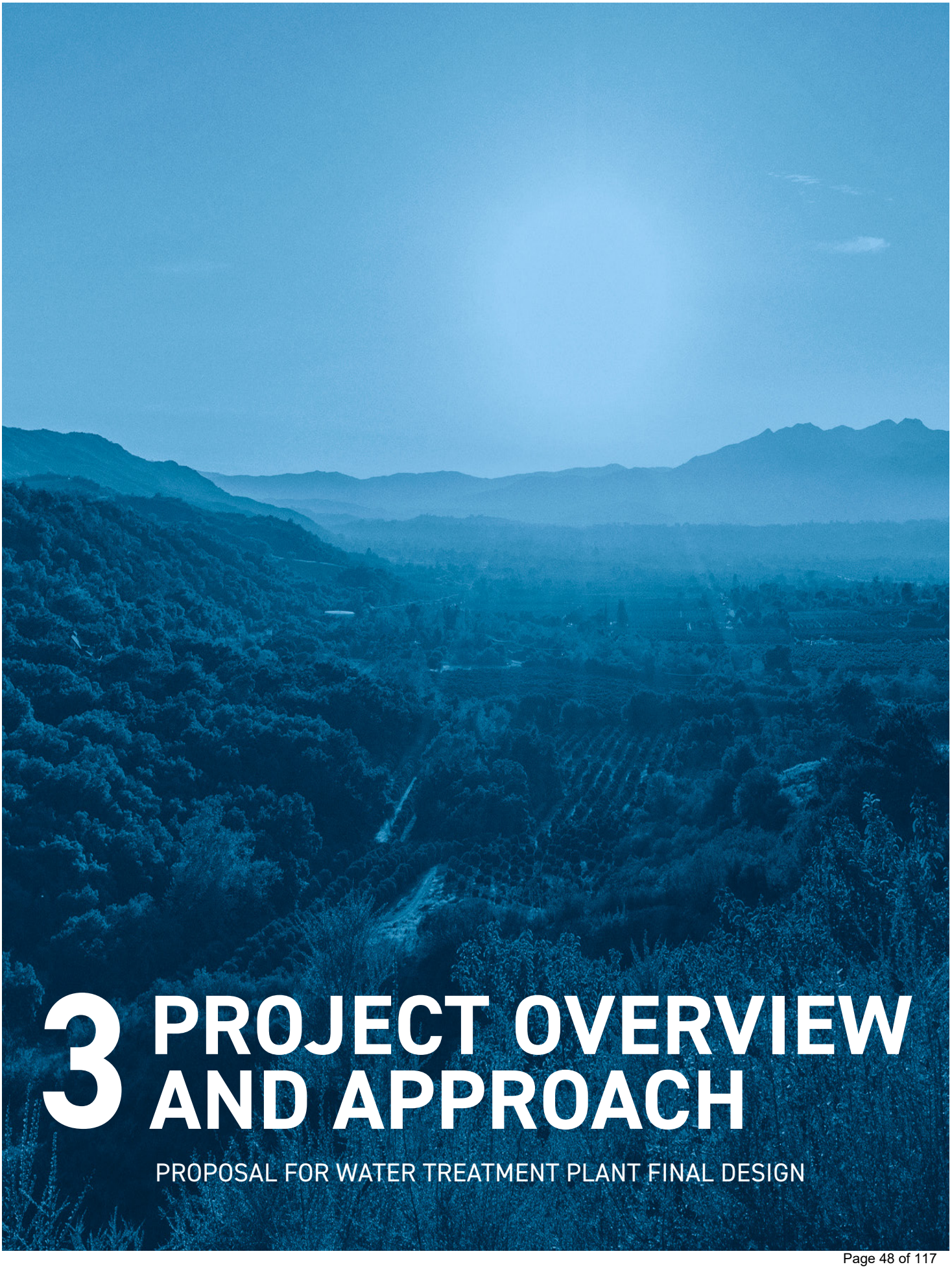
Ms. Berry has more than 15 years of experience in providing geotechnical services in Ventura County. She is proficient in characterizing site conditions, geologic hazards and geotechnical parameters for the design of pipelines and related infrastructure. Her experience includes geotechnical evaluations and construction services for foundation systems, earth retaining systems, seismic and geohazard evaluations, seepage and slope stability analyses, and monitoring and instrumentation.

## Michael Cantelmi, PE (Lawrence Engineering Group) - Mechanical

**EDUCATION**
Cal Poly, San Luis Obispo
BS Mechanical Engineering

**LICENSES & REGISTRATIONS**
California Professional Engineer - Mechanical - No. M23588

Michael has 35 years of experience in project management and design of mechanical systems for multiple business sectors with many years working with higher education clients. Michael has worked as a design engineer on many projects at California State University, Fresno. Michael is versed in project administration, existing facilities review/evaluation, master planning, establishing design criteria and basis of design, operational efficiency review, energy analysis/life cycle cost analysis, project budgeting, indoor environmental air quality, construction documentation preparation, equipment specification, coordination of consultants, value engineering analysis, bidding/negotiations consultation, and construction administration.



# 3 PROJECT OVERVIEW AND APPROACH

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

SECTION 3

# PROJECT OVERVIEW AND APPROACH

## PROJECT OVERVIEW

Meiners Oaks Water District (MOWD/District) operates a small, pressurized filtration water treatment plant (WTP) that treats groundwater under the influence of the surface water from two wells (Wells #1 and #2). The WTP is currently nearing the end of its useful life due to corrosion of the carbon steel piping and vessels. It is also understood that the steel container that currently houses the filtration system is falling apart. It is understood that the nominal capacity of the WTP is approximately 600 gpm when both wells are functioning at their intended design capacity. Given the low raw water turbidity, the filtration system is typically backwashed on a monthly basis to maintain adequate production. However, the WTP is shutdown during rainfall events due to concerns of producing high raw water turbidity, and there is currently no way of flushing the initial production of either well to waste when operation of the WTP is resumed. It is understood that design of well flushing capabilities are to be included in the scope of the WTP upgrade project.

A preliminary design report prepared by a previous consultant identified equipment design criteria, a conceptual facility layout, and narratives for treatment and backwashing procedures. Upon completing a detailed review of the preliminary design report and conceptual facility layout, MKN believes that further investigation is warranted to confirm several design parameters and facility components with MOWD staff prior to proceeding with the detailed design. In order to expedite confirmation and development of crucial facility components, MKN will conduct an initial design workshop with the MOWD's management and operations staff at the kickoff meeting/site visit and will confirm the design basis with the District at the kick-off meeting/site visit. Following review and confirmation of a short technical memorandum confirming design criteria and summarizing facility components desired by the District, our experienced team will expedite the design of the WTP.

Based on our experience with designing other surface and groundwater treatment facilities, establishing permitting requirements with the Division of Drinking Water (DDW) is best accomplished when contact is initiated prior to beginning detailed design efforts. MKN's expertise in water treatment plant design and previous experience with the local DDW staff will provide us the opportunity to confirm and establish water supply permit amendment requirements at the beginning of the project.

In an effort to expedite the design schedule, MKN will conduct several design workshops that will establish important design considerations and District preferences up front (i.e., site layout preferences, accessibility issues, future use considerations, material/equipment preferences, etc.). Based on our experience, this approach minimizes excessive design iterations and establishes clear design objectives with the Project Team.

## PROJECT APPROACH

### Design Considerations

Based on our review of the Preliminary Design Report, MKN expects that project challenges will include (but not limited to) the following:

- Maintaining operation and minimizing downtime of the existing filtration system during construction
- Reliable supply of backwash water
- Disposal of settled backwash residual solids

MKN will work closely with District staff to establish a site layout that eliminates threats to operator safety and site security, difficulties in conducting operational and maintenance activities, and future obstacles throughout the design and construction phases. MKN will work with the District to establish design and operational considerations that would include the following:

- Distance from each property line

- Overhead and underground utilities and restrictions (i.e. power, communication, water and sewer utilities)
- Coordination to establish necessary clearances for operational and maintenance activities (i.e. media and equipment replacements, backwashing operations, compliance sampling events, etc.)
- Site security, lighting for low-visibility conditions, and operator safety
- Integrating instrumentation with the District's existing SCADA system
- Management and disposal of residual backwash water and settled solids

Alternatives for maintaining operation of the existing filtration system and minimizing production downtime during construction will be developed in conjunction with District staff throughout the project. The previously-prepared conceptual site layout and preliminary design report indicates that the existing filtration system will be need to be taken completely offline to accommodate installation of the new WTP. MKN believes it is possible to continue production at the existing treatment facility through several alternatives (including, but not limited to):

- Shifting the location of the new WTP further south and temporarily rerouting segments of existing piping to continue treatment, filter backwashing, and flush-to-waste operations at the existing facility
- Temporarily relocate and reroute the existing containers/filtration system, associated equipment, and segments of critical piping to accommodate construction of the new WTP at the existing site
- Perform phased demolition of the existing filtration system to accommodate construction of the new WTP

A conceptual site layout that would allow the existing treatment plant to remain in service during construction is shown on **Figure A.** MKN will work closely with District staff throughout the project to better develop operationally feasible alternatives for maintaining operation of the existing filtration system during construction.


*Figure A*

## Filtration System and Chemical Systems

It is understood that MOWD wishes to prepurchase the same pressurized filtration system from the manufacturer who supplied the original filtration system, EPD USA. MKN will work closely with the District and EPD to develop a technical specification that would allow the District to directly purchase a new filtration system from EPD that satisfies the performance criteria and long-term operating goals established by MKN and the District.

MOWD has also requested that the possibility of specifying stainless steel pressure vessel be considered. Based on recent conversations between MKN and EPD staff, it is understood that EPD's vessels are not currently available in stainless steel construction. While FRP vessels would potentially mitigate corrosion concerns expressed by MOWD, EPD has stated that their standard FRP vessels are not currently NSF-61 certified. To mitigate long-term corrosion concerns, MKN will evaluate the impacts of the raw water quality and proposed treatment process toward corrosivity of the new

filtration system and work with the District to specify materials of construction that mitigate corrosion concerns.

The District has expressed that the use of an overhead crane or forklift be considered in the design of the new WTP. While overhead/jib cranes are typically more expensive to construct and maintain than removable roof hatches/panels and properly sized rollup doors, MKN will work with the District to evaluate cost-effective and accessible site layout alternatives to allow for long-term maintenance of equipment inside the proposed building.

It is understood that MOWD currently uses 150-pound cylinders of chlorine gas to provide disinfection through free chlorine. MOWD has previously expressed interested in exploring future provisions for chloramine conversion and/or free chlorine disinfection by sodium hypochlorite. Furthermore, coagulant storage and injection equipment will be required to facilitate removal of inorganic and organic particulates through both filter stages. Per California Code of Regulations Surface Water Treatment requirements, redundant disinfection and coagulation injection equipment will need to be installed to minimize downtime if any of the primary injection equipment experiences failure or needs to be taken offline. MKN will work closely with MOWD staff to develop practical chemical facility layouts that consider operation of both current and future chemical storage and injection systems in accordance with the 2019 California Fire Code.

## Backwashing, Reclamation and Disposal

Backwashing of a pressure filtration system typically occurs when excessive head loss is generated across one or more filter cells. The filter runtime is terminated to allow for backwash of accumulated debris within the media bed. Backwash water could be supplied through several potential methods:

- Product water piping connected to the transmission main on Highway 33 (requires a reduced-reduced pressure principle backflow preventer)
- Backwash storage tank and pump station (requires variable speed horizontal-end suction pumps and 15,000 to 20,000 gallons water storage tank)

While the preliminary design report indicated that a backwash supply pump would be required to supply an additional 100 gpm during "low-flow" treatment conditions (300 gpm), based MKN's experience with wellhead treatment facilities, we believe that additional investigation is warranted to determine whether or not the distribution system can adequately supply backwash water under non-peak demand conditions. With a properly sized backwash control valve and adequate storage/supply within the distribution system, an additional backwash supply pump may not be necessary. If requested by MOWD, MKN would be able to perform a brief hydraulic analysis to determine whether or not an additional backwash supply pump is needed. In considering other alternatives, while a dedicated backwash supply tank and pump station would present capital and maintenance expenses to the District, it would potentially afford additional operational flexibility and control to the operations staff during backwash events. Based on the District's long history of operating the existing pressure filtration system, MKN will work with the District's operations and management staff to identify the best long-term backwash supply alternative for the WTP.

Assuming a two-stage, EPD pressure filtration system with a total of seven pressure vessels (four in the first stage and three in the second stage), the total backwash and flush-to-waste volume per event is expected to be 15,000 to 20,000 gallons (depending on backwash durations and volumes required to adequately scour the filter bed and remove particulates). It is understood that backwashing and filter-to-waste events for the existing filtration system occur on a monthly basis. Given the exceptionally long backwash cycles, the following backwash and residuals solids management systems could be implemented at the WTP (including but not limited to):

- One primary settling tank and three clarification tanks with a reclaim pump station
- A single settling tank with a floating decant arm and reclaim pump station
- A below- or above-grade equalization sump that discharges into a small, packaged lamella plate settler and reclaim pump station
- Discharge of backwash and flush-to-waste water to the existing backwash sump

The preliminary design report and conceptual site layout indicated that one primary settling tank and three clarification tanks with a reclaim pump station would be implement to manage backwash water and residual solids. Given the infrequency and relatively low volume of the backwash and flush-to-waste water generated, it is possible that a single, 15,000-to-20,000-gallon tank with an emergency overflow and float decant arm to collect clarified water could be implemented to minimize the number of tanks required and simplify operations (assuming that backwashed solids are able to settle to the bottom of the tank prior to starting a reclamation cycle to maintain less than 2 NTU in clarified water collected by the floating decant arm). Alternatively, a small, packaged lamella plate settler could be implemented to better separate the residual solids from the backwash water, allowing the clarified water from the incline plate settler to be recycled to the head of the WTP. If either alternative is implemented, following settling of backwashed residuals (typically over a 12- to 24-hour period), a variable speed backwash recycle pump station would be included to allow recycling of up to 99.9 percent of the backwash volume at 10 percent of the WTP's influent flow rate (per the EPA Filter Backwash Recycling Rule). Given the infrequency and relatively lower cost of discharging backwash- and flush-to-waste water to existing backwash sump, it may be desired by the District to continue the existing backwash water and residual solids management practices of the existing filtration system.

After significant solids have accumulated at the bottom of the settling tank or packaged lamella clarifier, they could be pumped from the bottom of the tank for disposal through a waste hauling service or dewatered to minimize hauling costs. While mechanical dewatering alternatives (i.e. screwpress, belt press, etc.) could be implemented to reduce solids hauling costs through reduction of water content, operations and maintenance activities are often too time-consuming and costly to implement for smaller agencies. Alternatively, settled residual solids could be dewatered by gravity through connection to a portable filter-bottom roll-off bin. This would produce a dry "cake" solid content that could be hauled off at a substantially cheaper rate. However, the District may prefer contract with a liquid waste hauling service or continue flushing backwash water containing residual solids to the existing backwash sump.

When considering alternatives to backwash water and residual solids management practices and the District's long history of operating the existing pressure filtration system, MKN will work with the District's operations and management staff to identify the best long-term liquid and solids waste management strategies for the WTP.

## Instrumentation and Controls

MKN will work closely with our subconsultant, MSO Technologies (MSO), and District staff to design and integrate new instrumentation into the District's existing SCADA system to allow monitoring and control over various operational and water quality parameters. MKN will leverage relationships forged through past work with MSO to successfully deliver a complete electrical and controls design and integration package for the new WTP. MSO possesses a unique, extensive history in implementing both electrical and controls infrastructure for municipal water treatment facilities, typically serving as the design engineer and/or programming contractor/system integrator. Based on the proposed treatment process, it is anticipated that one or more pieces of the following instrumentation will be integrated into an available SCADA system (including, but not limited to):

- Pressure transducers and switches
- Flow meters and transmitters
- Eyewash shower flow switch
- Power monitor for Southern California Edison
- pH Analyzer (combined raw influent and product water discharge)
- Free and Total Chlorine Analyzer (if chloramination is implemented in the future)
- Turbidity Analyzer (combined raw influent and product water discharge)
- Tank level monitors
- Intrusion alarms
- Security cameras (if necessary)
- Valve solenoids
- Valve operators

## Permitting and Operations Plan

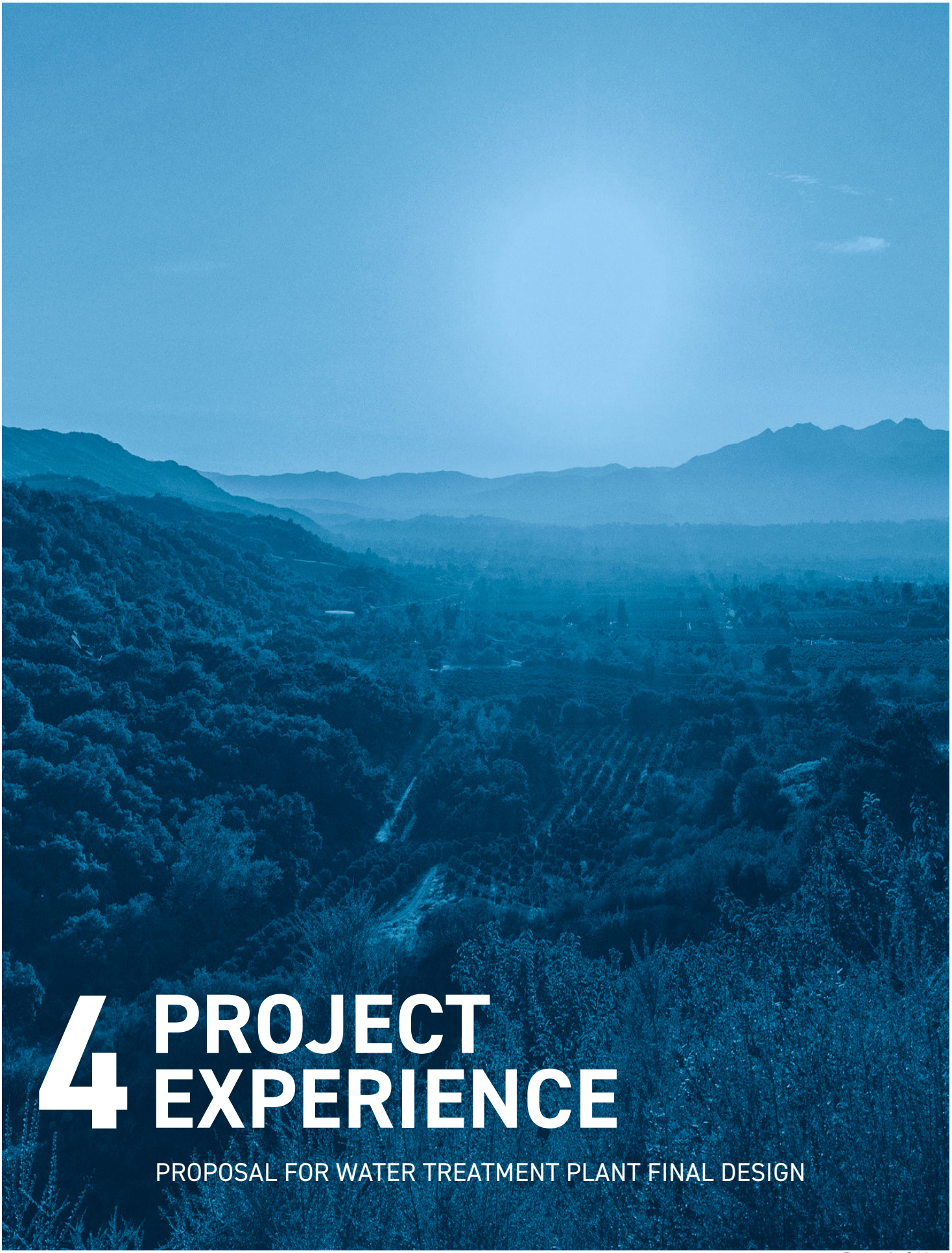
To introduce treated water from Well #1 and #2 into the District water distribution system, the District must apply for and receive an amended water supply permit. MKN will coordinate with the Division of Drinking Water (DDW) throughout the predesign and design phases of the project, and then prepare and submit the necessary supporting documents to assist with permitting through the DDW. The DDW typically requires development of an Operations Plan as part of the water supply permit amendment. The DDW may also require a corrosion study, which is typical for most treatment projects. If determined to be needed, MKN can perform the corrosion study as additional services. It is understood that other related permitting and environmental work will be performed by others under a separate contract.

## Anticipated Drawing Sheets

Design submittals will be prepared at 50% and Final (100%) levels. Upon additional detailed review of background information and site investigations, we will modify the previously-prepared conceptual site plan accordingly as a basis for developing various plan views during detailed design. The design submittal drawings will include general, civil, process, structural, architectural, mechanical, electrical and instrumentation sheets. We estimate the following drawings will be required.

| Anticipated Drawing Sheet Count | | | | | |
|---|---|---|---|---|---|
| **Sheet** | **Plan Sheet Title** | **Sheet No.** | **Assigned Firm** | **Include in 50%** | **Include in Final** |
| General | | | | | |
| 1 | Cover Sheet/Title Sheet | G-001 | MKN | Yes | Yes |
| 2 | Sheet Index | G-002 | | Yes | Yes |
| 3 | General Notes, Abbreviations, and Legend | G-003 | | Yes | Yes |
| 4 | Site Survey and Control Notes | G-004 | | Yes | Yes |
| 5 | Design Criteria | G-005 | | Yes | Yes |
| 6 | Process Flow Diagram - Treatment | G-006 | | Yes | Yes |
| 7 | Process Flow Diagram - Backwash and Washwater Recovery | G-007 | | Yes | Yes |
| 8 | Hydraulic Profile - Treatment | G-008 | | Yes | Yes |
| 9 | Hydraulic Profile - Backwash and Washwater Recovery | G-009 | | Yes | Yes |
| 10 | Chemical Skid Layout Schematic | G-010 | | Yes | Yes |
| 11 | Chlorine Gas System Layout Schematic | G-011 | | Yes | Yes |
| Civil | | | | | |
| 12 | Construction and Staging Plan | C-101 | MKN | Yes | Yes |
| 13 | Demolition Plan and Sections | C-102 | | Yes | Yes |
| 14 | Site Plan | C-103 | | Yes | Yes |
| 15 | Drainage & Flushing Basin Plan and Sections | C-104 | | Yes | Yes |
| 16 | Grading and Paving Plan (with Survey Control and Notes) | C-105 | | Yes | Yes |
| 17 | Chain Link Fence Details and Paving Sections | C-106 | | Yes | Yes |
| 18 | Yard Process Piping Plan | C-107 | | Yes | Yes |
| 19 | Yard Chemical, Service Water, and Sample Piping Plan | C-108 | | Yes | Yes |
| 20 | Well #1 - Raw Water Discharge Modifications - Plan and Profile | C-109 | | Yes | Yes |
| 21 | Well #2 - Raw Water Discharge Modifications - Plan and Profile | C-110 | | Yes | Yes |
| 22 | Well #1 - Flushing Improvements - Plan and Profile | C-111 | | Yes | Yes |
| 23 | Well #2 - Flushing Improvements - Plan and Profile | C-112 | | Yes | Yes |
| 24 | Product Water Plan and Profile | C-113 | | Yes | Yes |
| 25 | Waste/Overflow/Drainage Plan and Profile | C-114 | | Yes | Yes |
| 26 | Civil Details - I | C-501 | | No | Yes |
| 27 | Civil Details - II | C-502 | | No | Yes |
| 28 | Civil Details - III | C-503 | | No | Yes |
| Process | | | | | |
| 29 | Process Area Plan | D-101 | MKN | Yes | Yes |
| 30 | Well #1 Improvements - Plan and Sections | D-102 | | Yes | Yes |
| 31 | Well #2 Improvements - Plan and Sections | D-103 | | Yes | Yes |
| 32 | Pressure Filter Vessels Plan and Sections (Stage 1) | D-104 | | Yes | Yes |
| 33 | Pressure Filter Vessels Plan and Sections (Stage 2) | D-105 | | Yes | Yes |
| 34 | Pressure Filter Vessels Piping and Valves Details | D-106 | | Yes | Yes |
| 35 | Washwater Equalization Storage Tank Plan and Sections | D-107 | | Yes | Yes |
| 36 | Washwater Reclaim System Plan and Sections - I | D-108 | | Yes | Yes |
| 37 | Washwater Reclaim System Plan and Sections - II | D-109 | | Yes | Yes |
| 38 | Residuals Dewatering Plan and Sections | D-110 | | Yes | Yes |
| 39 | Chemical Feed System & Storage Area Plan and Sections | D-111 | | Yes | Yes |
| 40 | Chemcial Feed System & Storage Area Details | D-112 | | Yes | Yes |
| 41 | Chlorine Gas System & Storage Area Plan and Sections | D-113 | | Yes | Yes |
| 42 | Process Details - I | D-501 | | No | Yes |
| 43 | Process Details - II | D-502 | | No | Yes |
| 44 | Process Details - III | D-503 | | No | Yes |
| Structural | | | | | |
| 45 | 10 Sheets Anticipated | -- | SSG | Yes | Yes |
| 46 | | -- | | Yes | Yes |
| 47 | | -- | | Yes | Yes |
| 48 | | -- | | Yes | Yes |
| 49 | | -- | | Yes | Yes |
| 50 | | -- | | Yes | Yes |
| 51 | | -- | | Yes | Yes |

| Anticipated Drawing Sheet Count | | | | | |
|---|---|---|---|---|---|
| **Sheet** | **Plan Sheet Title** | **Sheet No.** | **Assigned Firm** | **Include in 50%** | **Include in Final** |
| 52 | 10 Sheets Anticipated | -- | SSG | No | Yes |
| 53 | | -- | | No | Yes |
| 54 | | -- | | No | Yes |
| **Architectural** | | | | | |
| 55 | 4 Sheets Anticipated | -- | SSG | Yes | Yes |
| 56 | | -- | | Yes | Yes |
| 57 | | -- | | No | Yes |
| 58 | | -- | | No | Yes |
| **Mechanical** | | | | | |
| 59 | 2 Sheets Anticipated | -- | LEG | Yes | Yes |
| 60 | | -- | | No | Yes |
| **Electrical** | | | | | |
| 61 | 15 Sheets Anticipated | -- | MSO | Yes | Yes |
| 62 | | -- | | Yes | Yes |
| 63 | | -- | | Yes | Yes |
| 64 | | -- | | Yes | Yes |
| 65 | | -- | | Yes | Yes |
| 66 | | -- | | Yes | Yes |
| 67 | | -- | | Yes | Yes |
| 68 | | -- | | Yes | Yes |
| 69 | | -- | | Yes | Yes |
| 70 | | -- | | Yes | Yes |
| 71 | | -- | | No | Yes |
| 72 | | -- | | No | Yes |
| 73 | | -- | | No | Yes |
| 74 | | -- | | No | Yes |
| 75 | | -- | | No | Yes |
| **Instrumentation** | | | | | |
| 76 | 15 Sheets Anticipated | -- | MSO/MKN | Yes | Yes |
| 77 | | -- | MSO/MKN | Yes | Yes |
| 78 | | -- | MSO/MKN | Yes | Yes |
| 79 | | -- | MSO/MKN | Yes | Yes |
| 80 | | -- | MSO/MKN | YES | YES |
| 81 | | -- | MSO/MKN | YES | YES |
| 82 | | -- | MSO/MKN | YES | YES |
| 83 | | -- | MSO/MKN | YES | YES |
| 84 | | -- | MSO/MKN | YES | YES |
| 85 | | -- | MSO/MKN | YES | YES |
| 86 | | -- | MSO/MKN | NO | YES |
| 87 | | -- | MSO/MKN | NO | YES |
| 88 | | -- | MSO/MKN | NO | YES |
| 89 | | -- | MSO/MKN | NO | YES |
| 90 | | -- | MSO/MKN | NO | YES |



# 4 PROJECT EXPERIENCE

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

SECTION 4

# PROJECT EXPERIENCE

## AMWC Groundwater Treatment and Storage Facility

### Atascadero Mutual Water Company, CA

**OWNER:** Atascadero Mutual Water Company

**KEY PERSONNEL:** Jon Hanlon, PE; Chris Martin, PE; Ryan Gallagher, PE; Keenan Bull, PE, Rob Lepore, GISP; Stefanos Word, EIT ENV SP

**DURATION:** February 2020 – September 2023 (Ongoing)

**CLIENT CONTACT:**
John Neil, PE
General Manager
(805) 466-2428

**ENGINEERING FEE (Contract Value):** $650,000

**CONSTRUCTION VALUE:** $7M (projected)

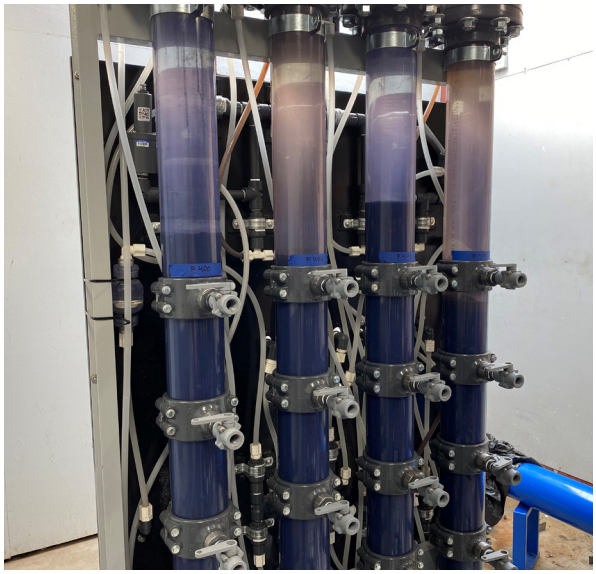
**RELEVANCE TO MOWD:**

1. Design of filtration technologies for multiple groundwater wells treating various constituents
2. Full-scale water treatment facility design (i.e. filtration equipment, chemical storage and feed facilities, 3 million gallon prestressed concrete reservoir, high service booster pump station, instrumentation and controls design, prefabricated metal treatment/ administration building and site/civil improvements.

**BRIEF DESCRIPTION**

Atascadero Mutual Water Company has three groundwater wells with levels of PFAS which have exceeded both notification and response levels. The project includes fast-track development of a blending strategy using AMWC's hydraulic model in order to bring concentrations below the response level prior to delivery to customers. This will include documentation to support amending the Operations Plan with California State Water Resources Control Board Division of Drinking Water (DDW).

MKN is designing a centralized water treatment facility for reduction of PFAS below notification levels. The facility will include an operations center, PFAS removal vessels, and connections to existing raw water and distribution system pipelines. MKN is developing a protocol for pilot testing to evaluate different treatment alternatives including activated carbon and ion exchange resins.



# On-Call Wellhead Treatment for East Niles Community Services District

## Bakersfield, CA

**OWNER:** East Niles Community Services District

**KEY PERSONNEL:** Josh Nord, PE - District Engineer; Chris Martin, PE - Water Treatment Technical Lead; Jason Wilson, PE - Project Engineer; Stefanos Word, EIT, Env Sp - Civil and Mechanical Design

**DURATION:** On-Call started in 2015, 11 task orders issued to date

**CLIENT CONTACT:**
Tim Ruiz, General Manager
1417 Vale Street
Bakersfield CA 93306
661.871.2011 | truiz@eastnilescsd.org

**ENGINEERING FEE (CONTRACT VALUE):**
$1.2M issued to date

**ESTIMATED CONSTRUCTION:**
Varies by project, cumulative is approximately $5+M

**RELEVANCE TO MOWD:**

1. Design of filtration technologies for groundwaterwellstreatingvariousconstituents-
2. Design of chemical system modifications to accommodate filtration systems

### BRIEF DESCRIPTION

East Niles Community Services District (ENCSD or District) provides water and wastewater services to approximately 35,000 people in eastern Bakersfield. During the last 10 years, in our role as District Engineer MKN staff have provided planning, design, and construction phase engineering services for numerous projects. Relevant to the District, MKN has delivered the following wellhead treatment projects:

- **Well No. 21 and 23 Treatment Project:** The work included designing multiple GAC treatment systems (pairs of vessels in series) to treat the water from two District wells, as well as designing the piping, valving, backwash system, and appurtenances required to support the treatment system at the Well 21 site.
- **Well No. 22 Treatment Project:** The work included designing an adsorptive media arsenic treatment system (single vessel with expandability) to treat the well water, as well as designing the piping, valving, backwash system, and appurtenances required to support the treatment system at the Kern Citrus Site.
- **Well No. 18 Treatment Project:** The work included designing an adsorptive media arsenic treatment system (single vessel with expandability) to treat the well water, as well as designing the piping, valving, and appurtenances required to support the treatment system.

# Coarsegold Iron-Coagulation Filtration Greensand Treatment Facility

## University Enterprises, Inc. | Coarsegold, CA

**OWNER:** University Enterprises, Inc.
**KEY PERSONNEL:** Chris Martin, PE - Technical Water Treatment Lead; Stefanos Word, EIT, Env Sp - Civil, Mechanical and Instrumentation Design Lead
**DURATION:** March 2020 - May 2022
**CLIENT CONTACT:**
Randy Sharp | Operations and Maintenance Supervisor
45426 Road 415
Coarsegold, CA 93614
rsharp@yosemiteusd.org
**ENGINEERING FEE (CONTRACT VALUE):**
$400,000
**ESTIMATED CONSTRUCTION:**
$2,000,000

**RELEVANCE TO MOWD:**

1. Design of multimedia filtration technologies forgroundwaterwellstreatingvariousconstituents-
2. Full-scale water treatment facility design(i.e. filtration equipment, chemical storage and feed facilities, instrumentation and controls design, backwash reclamation storage and pumping, residual solids dewatering, CMU building, and site/civil improvements.

### BRIEF DESCRIPTION

MKN is currently providing design services for the Coarsegold Iron-Coagulation Filtration Greensand Treatment Facility, which included design of iron, manganese, and arsenic filtration system for removal of contaminants from the facility's main wells. The 0.14 million gallon per day filtration system is required to remove about 15 ug/L of arsenic 2 mg/L of iron and 0.5 mg/L manganese to below detection limits, while meeting the primary arsenic maximum contaminant level of 10 ug/L and secondary maximum contaminant levels of 0.3 and 0.05 mg/L (respectively) in the product water.

The iron/manganese/arsenic removal system uses ferric chloride and sodium hypochlorite to oxidize the metals, along with ferric chloride to facilitate co-precipitation of ferric hydroxide and arsenate ions to facilitate removal of arsenic during periods of inadequate iron-to-arsenic concentration ratios. Backwash water is reclaimed through both the facility's irrigation system for unrestricted reuse and recycled into the filter to minimize water loss.

The project also included development two new groundwater production wells, a chlorination system, 2,000 feet of pipeline, product water and backwash reclaim reservoirs, and a high-service pumping station.

# Five Wells Arsenic Treatment Project

## City of Bakersfield, CA

**OWNER:** City of Bakersfield
**KEY PERSONNEL:** Chris Martin, PE; Jason Wilson, PE; Jon Hanlon, PE
**DURATION:** 2016-2017
**CLIENT CONTACT:**
Art Chianello, PE
Water Resource Department
661.326.3715
**ENGINEERING FEE (CONTRACT VALUE):**
$68,000
**ESTIMATED CONSTRUCTION:**
$1,400,000

**RELEVANCE TO MOWD:**

1. Design of filtration technologies for multiple groundwater wells treating arsenic
2. Design of chemical system modifications to accommodate filtration system

### BRIEF DESCRIPTION

The City of Bakersfield (City) potable water system is served by both surface water and groundwater wells. When the maximum contaminant level (MCL) for arsenic was lowered in 2008, the CIty was forced to take multiple key wells out of service due to elevated levels of arsenic. The fluctuations in available surface supply, coupled with the location of five specific wells within the City's distribution system, led to prioritization of these sites for treatment and reactivation. Based on the City's success with constructing, testing, and commissioning adsorptive treatment at another well site it was determined that this method should be used at these five key wells. Each well was equipped with dual adsorptive vessels, pH adjustment equipment, flow and pH monitoring, flow bypassing, and flush to waste provisions. MKN was retained to review and refine the arsenic vendor equipment proposals including treatment processes and efficiencies, perform conceptual site layouts, prepare draft & final construction document bid packages, and provide construction support including on site construction observation.

# Capistrano Desalter Iron and Manganese Treatment System

## Capistrano Community Services District, CA

**OWNER:** Capistrano Community Services District
**KEY PERSONNEL:** Chris Martin, PE - Technical Water Treatment Lead
**DURATION:** 2003 - 2005
**ENGINEERING FEE (CONTRACT VALUE):** $750,000
**ESTIMATED CONSTRUCTION:** $8,000,000

**RELEVANCE TO MOWD:**

1. Design of filtration technologies for multiple groundwater wells treating various constituents
2. Full-scale water treatment facility design (i.e. reverse osmosis and multimedia (greensand) filtration equipment, chemical storage and feed facilities, clearwell and backwash reclamation storage and pumping systems, high service pump station, instrumentation and controls design, prefabricated metal treatment/administration building and site/civil improvements
3. Modification of existing wells (i.e. rehabilitation, flushing capabilities, system controls integration, etc.) to accommodate the new treatment facility

### BRIEF DESCRIPTION

With a previous employer, MKN staff provided design services for the Capistrano Desalter, which included design of an iron/manganese filtration system serving as pretreatment for the desalination equipment as well as removing iron from the blend water stream. This 6 million gallon per day filtration system was required to remove about 6 mg/L of iron and 1 mg/L manganese to below detection limits in order to protect the desalination system, while meeting the secondary maximum contaminant levels of 0.3 and 0.05 mg/L (respectively) for the final blended product.

The iron/manganese removal system used sodium hypochlorite to oxidize the metals, along with a sodium bisulfite feed system to quench excess hypochlorite. Backwash water was reclaimed and recycled into the filter to minimize water loss and washwater disposal fees.

The project also included development of eight groundwater production wells, a chloramination system, blending stations, 12,500 feet of pipeline, a chlorine contact reservoir for disinfection, and a high-service pumping station.

# Surface Water Membrane Treatment Plant

## City of El Paso de Robles, CA

**OWNER:** City of El Paso de Robles
**KEY PERSONNEL:** Jon Hanlon, PE; Henry Liang, PE
**DURATION:** Completed November 2013
**ENGINEERING FEE (CONTRACT VALUE):** $900,000
**ESTIMATED CONSTRUCTION:** $12M

**RELEVANCE TO MOWD:**

1. Design of CIP and residuals management system to manage and restrict waste flows to City sewer system
2. Demonstrates deep understanding of filtration processes
3. Design of chemical feed and filtration equipment systems in conjunction with the SCADA systems integrator
4. Design and construction of new storage tanks and filtration equipment

### BRIEF DESCRIPTION

While with another firm, MKN staff provided project management and design engineering services for the City of Paso Robles' microfiltration surface water treatment plant.

The City of Paso Robles (City) is a Project Participant in the Nacimiento Water Project (NWP) currently being implemented by the San Luis Obispo County Flood Control and Water Conservation District. The NWP is a regional water supply system that will convey raw water from Lake Nacimiento to communities in San Luis Obispo County, including the City. The City is constructing a water treatment plant (WTP) to treat surface water received from Lake Nacimiento utilizing this additional water source to increase supply reliability, particularly during the summer months. The treatment plant will have a nominal capacity of 2 million gallons per day (MGD). Project was awarded with the American Council of Engineering Companies (ACEC) Project Award of 2015.

The membrane filtration plant features the following processes:

- Flow-controlled raw water turnout facilities
- Pre-oxidation, coagulation and dissolved air flotation process with hydraulic desludging
- Parallel 60 module membrane microfiltration trains, including clean-in-place (CIP) and neutralization facilities and reverse feed backwash with air scour
- Membrane filtration break tank and intermediate pump station
- Granular activated carbon (GAC) post-treatment contactors to remove objectionable taste and odor and organics that are not removed by the coagulation and filtration process
- 200,000-gallon concrete clearwell and chlorine contact tank
- 2.4 MGD high service pump station
- Residuals management system including equalization tank and pump station
- Facilities for future addition of ozone disinfection

# T-3 Surface Water Treatment and Storage Facility

## City of Fresno, CA

**OWNER:** City of Fresno
**KEY PERSONNEL:** Jon Hanlon, PE; Henry Liang, PE
**DURATION:** Completed November 2013
**ENGINEERING FEE (CONTRACT VALUE):** $800,000
**ESTIMATED CONSTRUCTION:** $14M

**RELEVANCE TO MOWD:**

1. Demonstrates deep understanding of filtration processes
2. Design of residuals management system
3. Design of chemical feed and filtration equipment systems in conjunction with the SCADA systems integrator
4. Design and construction of new storage tanks and filtration equipment

### BRIEF DESCRIPTION

While with another firm, MKN staff provided project management and design engineering services for the City of Fresno's 8 MGD Surface Water Treatment and Storage Facility.

The conventional filtration plant included the following components:

- 3-million-gallon pre-stressed concrete water storage reservoir
- Trident filtration system
- Raw water, transfer, and high-service pump stations
- Chemical feed and storage facilities
- Backwash equalization basin and reclamation systems
- Granular activated carbon vessel system
- Carbon dioxide storage and feed system
- Sludge dewatering system
- Emergency back-up power generator
- Electrical and instrumentation with SCADA integration
- Site grading, landscaping, paving, and yard piping
- Prefabricated metal operations building

# TREATMENT

| Client | Project | Type | Constituent |
|---|---|---|---|
| Atascadero MWC | PFOS/PFOA Treatment | Ion Exchange, GAC | PFOA and PFOS |
| California Institution for Men | Chino Prison Water Treatment | Ion Exchange; GAC | Nitrate, Hardness, TCE |
| Capistrano CSD | Capistrano Desalter | Membrane | Iron Removal, TDS |
| City of Arroyo Grande | Well No. 11 | GAC and Greensand | Iron and Arsenic |
| City of Bakersfield | 5 Wells Arsenic Treatment | Adsorption | Arsenic |
| City of Compton | Well 16 and 18 - Planning | Various | PCE/TCE |
| City of Goleta | Anita Well | GAC, Greensand, Airstripping | Fe & Mn, TTHM |
| City of Grover Beach | Grover Beach Nitrate Removal | Ion Exchange | Nitrate |
| City of Guadalupe | Well 5 | Ion-exchange | Nitrate |
| City of Lynwood | Well No. 11 | GAC | PCE/TCE |
| City of Lynwood | Well No. 19 | GAC and Greensand | PCE/TCE and Fe & Mn |
| City of McFarland | McFarland Well 2 | Ion Exchange | Nitrate |
| City of McFarland | McFarland Well 4 | Ion Exchange | Nitrate |
| City of Paso Robles | Sherwood Wells | Adsorption, GAC | Arsenic, Sulfide, Taste & Odor |
| City of Pismo Beach | Meadow Creek Wells | Oxidation-filtration | Fe & Mn |
| City of Solvang | Well 22 | Oxidation-filtration | Sulfide, Fe & Mn |
| Confidential Client | Well | Cl, Greensand, RO | Sulfide, TDS |
| County of Dare | Skyco Color Removal | Ion Exchange | Color/ THM precursors |
| Crescenta Valley County WD | Glenwood Treatment Plant | Ion Exchange | Nitrate |
| East Niles CSD | Well 18 Arsenic Treatment | Adsorption | Arsenic |
| East Niles CSD | Well 22 Arsenic Treatment | Adsorption | Arsenic |
| East Niles CSD | Wells 21 & 23 GAC Treatment | Adsorption (GAC) | TCP |
| Jurupa CSD | Jurupa IX Plant | Ion Exchange | Nitrate |
| Jurupa CSD | Jurupa IX Plant Expansion | Ion Exchange | Nitrate |
| Kern Housing Authority | N. Shafter FLC | Ion Exchange | Nitrate |
| Los Osos CSD | Nitrate Removal Evaluation | Various | Nitrate |
| Maywood Mutual #2 | Maywood Well | Greensand | Fe & Mn |
| Monte Vista Water District | Well 33 Treatment | Ion Exchange | Nitrate, hardness |
| Nipomo CSD | District-wide | Chloramine conversion | TTHM |
| University Enterprises | Central Union School District Arsenic Removal | Adsorption | Arsenic |
| University Enterprises | Lancaster Mobile Home Park Arsenic Removal | Adsorption | Arsenic |
| Three Crowns Industrial Park | Well 1-3 TCP Treatment | Adsorption (GAC) | TCP |
| Belmont Water Corporation | Well 1 TCP Treatment | Adsorption (GAC) | TCP |

# 5 COST PROPOSAL AND RATE/FEE SCHEDULE

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

# COST PROPOSAL AND RATE/FEE SCHEDULE

## MEINERS OAKS WATER DISTRICT
## WATER TREATMENT PLANT FINAL DESIGN SERVICES FEE

| | Principal Engineer (Hanlon/Martin) | Senior Project Engineer II (Bugielski) | Project Engineer I (Dodge/Wilson) | Assistant Engineer II (Word) | Assistant Engineer I (Hanna) | CAD Design Technician II | Total Hours (MKN) | Labor (MKN) | ODCs (MKN) | Surveying (ECG) | Geotechnical (Yeh) | Structural/Architectural (SSG) | Electrical & Controls (MSO) | Mechanical (LEG) | Non-Labor Costs | Total Fee |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Hourly Rates | 230 | 212 | 181 | 161 | 145 | 145 | | | | | | | | | | |
| **Task Group 100: Project Management, Meetings and QA/QC** | | | | | | | | | | | | | | | | |
| Task 101 – Project Management and QA/QC | 48 | 48 | | | | | 96 | $21,216 | $ 636 | $ - | $ - | $ - | $ - | $ - | $636 | $ 21,852 |
| Task 102 – Progress Meetings (Bi-Monthly and Final Presentation) | 6 | 6 | 6 | 6 | 6 | | 30 | $5,574 | $ 167 | $ - | $ - | $ - | $ - | $ - | $167 | $ 5,741 |
| Task 103 – Data Request and Review | 2 | 2 | 4 | 8 | 8 | 2 | 26 | $4,346 | $ 130 | | $ - | $ - | $ - | $ - | $130 | $ 4,476 |
| **Subtotal** | **56** | **56** | **10** | **14** | **14** | **2** | **152** | **$ 31,136** | **$ 934** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 934** | **$ 32,070** |
| **Task Group 200 – Preliminary Investigations and Design Direction Development** | | | | | | | | | | | | | | | | |
| Task 201 - Design Workshop #1 | 2 | 2 | 4 | 4 | | 4 | 16 | $2,832 | $ 85 | $ - | $ - | $ 550 | $ 550 | $ - | $1,185 | $ 4,017 |
| Task 202 - Design Direction TM | 4 | 4 | 24 | 40 | 16 | 24 | 112 | $18,352 | $ 551 | $ 9,900 | $ 35,575 | $ 4,895 | $ 5,500 | $ 550 | $56,971 | $ 75,323 |
| **Subtotal** | **6** | **6** | **28** | **44** | **16** | **28** | **128** | **$ 21,184** | **$ 636** | **$ 9,900** | **$ 35,575** | **$ 5,445** | **$ 6,050** | **$ 550** | **$ 58,156** | **$ 79,340** |
| **Task Group 300 – Detailed Design** | | | | | | | | | | | | | | | | |
| Task 301 - 50% Plans, Specifications, and Cost Estimate | 16 | 24 | 96 | 160 | 64 | 192 | 552 | $89,024 | $ 2,671 | $ - | $ - | $ 13,585 | $ 45,375 | $ 8,250 | $69,881 | $ 158,905 |
| Task 302 - Design Workshop #2 | 2 | 2 | 2 | 2 | | | 8 | $1,568 | $ 47 | $ - | $ - | $ 550 | $ 550 | $ - | $1,147 | $ 2,715 |
| Task 303 - Final Plans, Specifications, and Cost Estimate | 8 | 8 | 48 | 88 | 24 | 96 | 272 | $43,792 | $ 1,314 | $ - | $ - | $ 5,445 | $ 16,775 | $ 3,300 | $26,834 | $ 70,626 |
| **Subtotal** | **26** | **34** | **146** | **250** | **88** | **288** | **832** | **$ 134,384** | **$ 4,032** | **$ -** | **$ -** | **$ 19,580** | **$ 62,700** | **$ 11,550** | **$ 97,862** | **$ 232,246** |
| **TOTAL BUDGET** | **88** | **96** | **184** | **308** | **118** | **318** | **1112** | **$186,704** | **$ 5,601** | **$ 9,900** | **$ 35,575** | **$ 25,025** | **$ 68,750** | **$ 12,100** | **$ 156,951** | **$ 343,655** |

# 2022 FEE SCHEDULE FOR PROFESSIONAL SERVICES

| | |
|---|---|
| ENGINEERS AND TECHNICAL SUPPORT STAFF | |
| Administrative Assistant | $107/HR |
| Engineering Technician | $110/HR |
| CAD Technician I | $129/HR |
| CAD Design Technician II | $145/HR |
| Senior Designer | $156/HR |
| Assistant Engineer I | $145/HR |
| Assistant Engineer II | $161/HR |
| GIS Specialist | $159/HR |
| Senior Planner | $190/HR |
| Planner | $181/HR |
| Project Engineer I/ Senior Scientist | $181/HR |
| Project Engineer II | $195/HR |
| Senior Project Engineer I | $208/HR |
| Senior Project Engineer II | $212/HR |
| Project Manager | $220/HR |
| Principal Engineer | $230/HR |
| Project Director | $240/HR |
| CONSTRUCTION MANAGEMENT SERVICES | |
| Construction Inspector | $162/HR |
| Assistant Resident Engineer | $169/HR |
| Resident Engineer | $184/HR |
| Construction Inspector | $197/HR |
| Construction Manager | $201/HR |
| Principal Construction Manager | $236/HR |

*Routine office expenses such as computer usage, software licenses and fees, telephone charges, office equipment and supplies, incidental postage, copying, and faxes are included as a 3% fee on labor cost.*

*The foregoing Billing Rate Schedule is effective through December 31, 2022 and will be adjusted each year after at a rate of 2 to 5%.*

LAWRENCE
ENGINEERING GROUP

# HOURLY RATES
## January 2022

| TITLE | RATE |
|---|---|
| Principal Mechanical Engineer | $195.00 |
| Senior Mechanical Engineer | $185.00 |
| Mechanical Engineer | $145.00 |
| Senior Mechanical Designer | $145.00 |
| Mechanical Designer | $115.00 |
| Senior Fire Protection Designer | $150.00 |
| Fire Protection Designer | $120.00 |
| Commissioning Authority | $130.00 |
| Specifications Writer | $110.00 |
| Construction Administration | $105.00 |
| Drafting Technician | $ 85.00 |
| Intern | $ 55.00 |
| Financial Management | $110.00 |
| Clerical | $ 80.00 |
| Consultants | 1.15 x cost to LEG |
| Reimbursable Expense | 1.15 x cost to LEG |
| Travel Expenses | $ .70/Mile |

Michael D. Cantelmi, P.E. – Principal
Ryan W. Carlson, P.E. – Principal
7084 North Maple Avenue – Suite 101
Fresno, California 93720 | 559.431.0101
LEGFresno.com

# EXHIBIT A
# BILLING RATES EFFECTIVE JANUARY 1, 2022

## Engineering

| | |
|---|---|
| Designer | $95 |
| Senior Designer | $130 |
| Assistant Engineer I | $115 |
| Assistant Engineer II | $130 |
| Associate Engineer | $150 |
| Senior Engineer I | $165 |
| Senior Engineer II | $175 |
| Principal Engineer | $195 |

## General

| | |
|---|---|
| Technical/Clerical Support | $75 |
| Testimony (Trial or Deposition) | 2.5 x Hourly Rate |
| Special Consultant | $200 |
| *(Principal with specialized skills in engineering, geomatics or planning)* | |
| Outside Consultant | Cost + 10% |
| Reimbursable Expenses | Cost + 10% |

## Geomatics (Surveying & Mapping)

| | |
|---|---|
| Surveying Technician | $95 |
| Assistant Surveyor I | $115 |
| Assistant Surveyor II | $130 |
| Associate Surveyor | $150 |
| Senior Surveyor I | $165 |
| Senior Surveyor II | $175 |
| Principal Surveyor | $195 |
| One-Man Survey Crew | $175 |
| Two-Man Survey Crew | $250 |
| Three-Man Survey Crew | $305 |
| One-Man Survey Crew (Prevailing Wage) | $185 |
| Two-Man Survey Crew (Prevailing Wage) | $265 |
| Three-Man Survey Crew (Prevailing Wage) | $365 |

**STANDARD FEE SCHEDULE**
**CALIFORNIA**
**EFFECTIVE JANUARY 2022**

## Professional Services:

| Classification | Rate |
|---|---|
| Principal | $ 210/hr |
| Senior Project Manager | $ 185/hr |
| Senior Project Specialist | $ 180/hr |
| Project Manager | $ 170/hr |
| Senior Project Engineer or Geologist | $ 145/hr |
| Project Engineer or Geologist | $ 115/hr |
| Staff Engineer or Geologist | $ 95/hr |
| Engineer or Geologist Intern | $ 60/hr |
| Resident Construction Engineer | $ 195/hr |
| Construction Manager | $ 170/hr |
| Construction Observer | $ 135/hr |
| Laboratory Supervisor | $ 120/hr |
| CAD Designer | $ 135/hr |
| Administrative Assistant | $ 85/hr |

*Overtime rates for Construction Observation and Office Staff is 1.5 x rates shown.*

*Laboratory tests are quoted on separate schedule or cost-plus 10 percent for outside laboratory testing when applicable.*

*Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of $350 per hour.*

*Rates do include prevailing wages for field services. Prevailing wages will be determined on a project-by-project basis.*

## Other Direct Charges:

| | |
|---|---|
| Subcontracted services, copying and rented equipment | Cost Plus 10% |
| Travel, subsistence, and expenses | Cost Plus 10% |
| Vehicle | $ 80/day |
| Automobile Mileage | $ 0.55/mile |
| Hand Auger Kit | $ 100/day |
| Slope Inclinometer and readout | $ 125/day |

Project No.: S22011 January 10, 2022

## EMPLOYEE HOURLY RATE SHEET

**Effective January 1, 2022**

| Position | Rate |
|---|---|
| Principal Structural Engineer | $210 / hr |
| Principal Engineer | $200 / hr |
| Senior Structural Engineer | $160 / hr |
| Structural Engineer | $145 / hr |
| Senior Project Engineer | $135 / hr |
| Project Engineer | $125 / hr |
| Staff Engineer | $115 / hr |
| Production (CAD) Operator | $90 / hr |
| Production (CAD) Technician | $75 / hr |
| Administrative Professional | $50 / hr |

Reimbursable Expenses shall be billed at a rate of 1.1 times direct cost

(Mileage, Travel, Printing, Shipping, Etc.)



SSG Structural Engineers, LLP
805.439.2110 | info@ssgse.com | ssgse.com
811 El Capitan Way, Suite 240, San Luis Obispo, CA 93401
8405 North Fresno Street, Suite 120, Fresno, CA 93720

MSO Technologies, Inc.

17526 Von Karman, Suite B
Irvine, CA 92614
Voice: (949) 250-8668
Fax: (949) 250-7299

2985 East Hillcrest Drive, Suite 101
Thousand Oaks, CA 91362
Voice: (805) 379-8668
Fax: (805) 379-8677

# 2022 PREFERRED RATES

| Classification | Hourly Rate | Employee |
|---|---|---|
| Project Manager | $172.00 | Henderson, Mark<br>Korinetz, John<br>Nease, Mike<br>Nisce, Henry<br>Park, Chong<br>Patrick, David<br>Trick, Lloyd |
| Engineer IV | $162.00 | |
| (rate dependent on services performed) | | |
| Engineer III | $152.00 | Badonsky, Tim<br>Kath, John<br>von Pohle, Austin |
| Engineer II | $142.00 | |
| Engineer I | $132.00 | |

Office administration, accounting, and supplies are included in the rates.
Also included are telephone expenses, general computer equipment and software.
Travel, lodging and project-specific expenses (reprographics, binders, etc.) are billed at cost.
Mileage is charged at the federal mileage rate.
Sales tax, if any, will be added to the stated rates.

Rates are valid until 12/31/2022

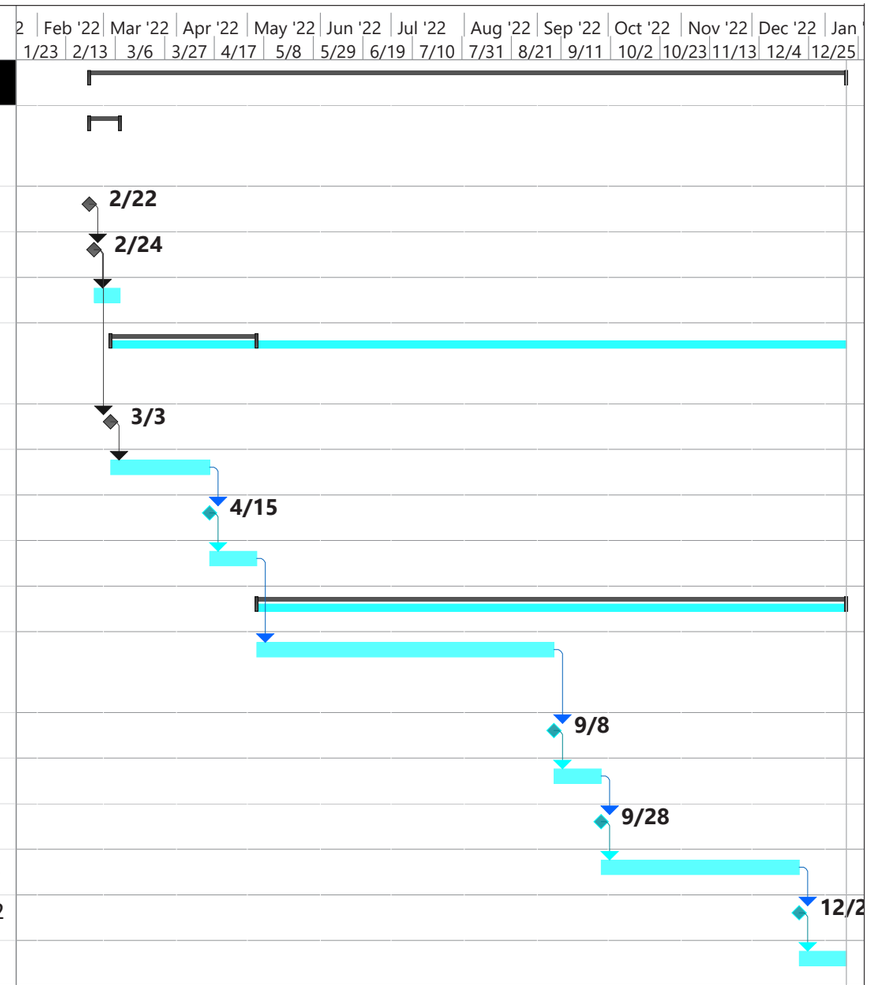
# 6 PROPOSED PROJECT SCHEDULE

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

SECTION 6

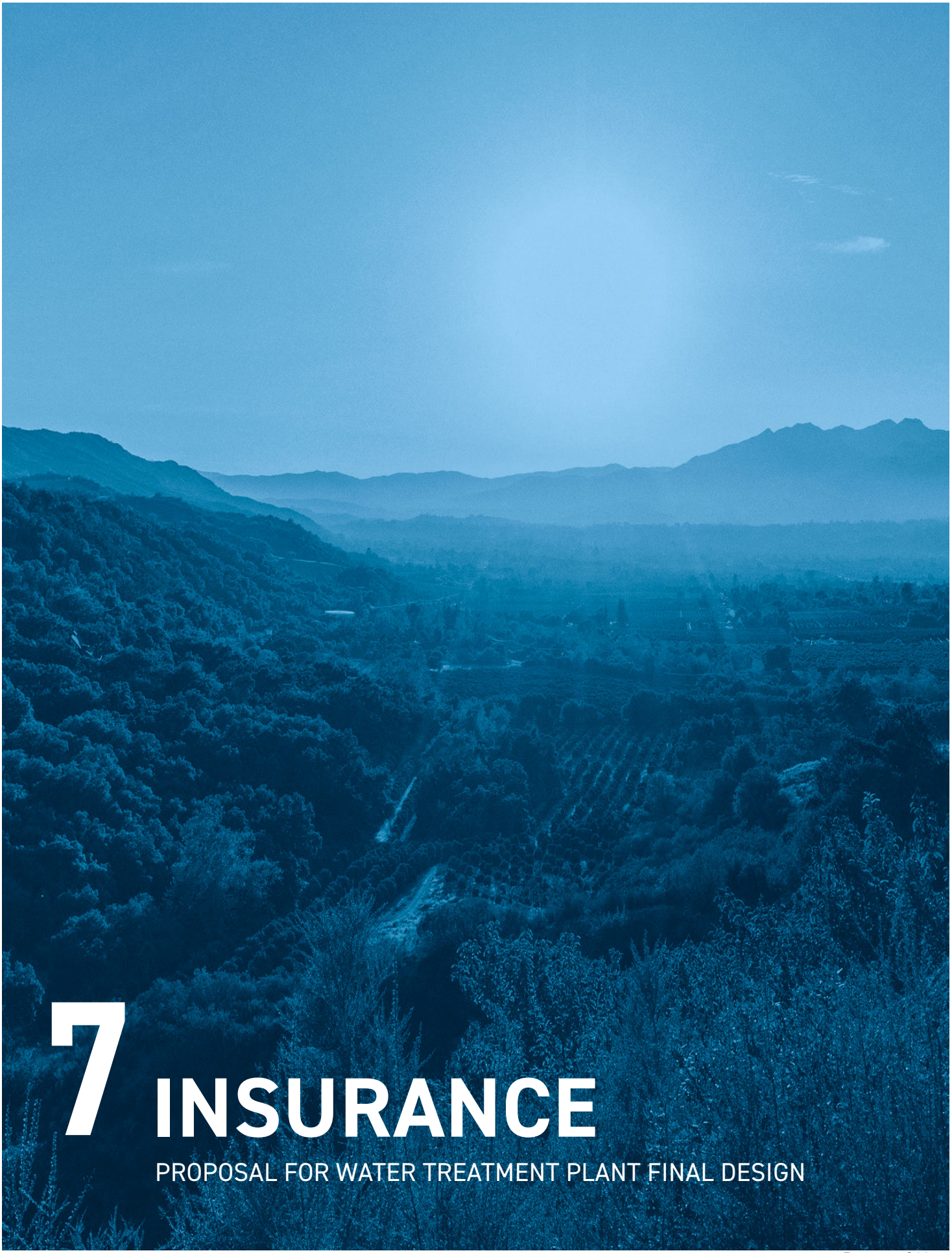
# PROPOSED PROJECT SCHEDULE

| ID | Task Name | Duration | Start | Finish |
|---|---|---|---|---|
| 1 | **TASK GROUP 200 - DESIGN AND PROCUREMENT** | **229 days** | **Tue 2/22/22** | **Mon 1/9/23** |
| 2 | **Task Group 100 - Project Kickoff, Data Request and Review** | **9 days** | **Tue 2/22/22** | **Mon 3/7/22** |
| 3 | Assumed Notice to Proceed February 22, 20 | 0 days | Tue 2/22/22 | Tue 2/22/22 |
| 4 | Task 102 - Project Kickoff | 0 days | Thu 2/24/22 | Thu 2/24/22 |
| 5 | Task 103 - Data Request and Review | 7 days | Fri 2/25/22 | Mon 3/7/22 |
| 6 | **Task Group 200 – Preliminary Investigations and Design Direction Development** | **44 days** | **Thu 3/3/22** | **Wed 5/4/22** |
| 7 | Task 201 - Design Workshop #1 | 0 days | Thu 3/3/22 | Thu 3/3/22 |
| 8 | Task 202 - Design Direction TM | 30 days | Fri 3/4/22 | Thu 4/14/22 |
| 9 | Submit Design Direction TM | 0 days | Fri 4/15/22 | Fri 4/15/22 |
| 10 | Review of Design Direction TM by MOWD | 14 days | Fri 4/15/22 | Wed 5/4/22 |
| 11 | **Task Group 300 - Detailed Design** | **178 days** | **Thu 5/5/22** | **Mon 1/9/23** |
| 12 | Task 301 - 50% Plans, Specifications, and Cost Estimate (PS&E) | 90 days | Thu 5/5/22 | Wed 9/7/22 |
| 13 | Submit 50% PS&E | 0 days | Thu 9/8/22 | Thu 9/8/22 |
| 14 | Review of 50% PS&E by MOWD | 14 days | Thu 9/8/22 | Tue 9/27/22 |
| 15 | Task 302 - Design Workshop #2 | 0 days | Wed 9/28/22 | Wed 9/28/22 |
| 16 | Task 303 - Final PS&E | 60 days | Wed 9/28/22 | Tue 12/20/22 |
| 17 | Submit Final PS&E | 0 days | Wed 12/21/22 | Wed 12/21/22 |
| 18 | Review of Final PS&E by MOWD | 14 days | Wed 12/21/22 | Mon 1/9/23 |




Project: Standard Schedule Tem
Date: Thu 1/13/22

| | | | |
|---|---|---|---|
| Task | Inactive Milestone | Start-only | Critical Split |
| Split | Inactive Summary | Finish-only | Baseline |
| Milestone | Manual Task | External Tasks | Baseline Milestone |
| Summary | Duration-only | External Milestone | Baseline Summary |
| Project Summary | Manual Summary Rollup | Deadline | Progress |
| Inactive Task | Manual Summary | Critical | Manual Progress |



# 7 INSURANCE

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

ACORD®

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/24/2021

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

| | |
|---|---|
| **PRODUCER**<br>AssuredPartners of Washington, LLC<br>A/E Insurance Services<br>PMB #369, 19689 7th Ave NE, Ste 183<br>Poulsbo WA 98370 | **CONTACT NAME:** Sarah Fish CA Lic #0M57256<br>**PHONE (A/C, No, Ext):** 360-626-2961 **FAX (A/C, No):** 360-626-2961<br>**E-MAIL ADDRESS:** sarah.fish@assuredpartners.com |
| **INSURED** MICHKNU-01<br>Michael K Nunley and Associates Inc DBA MKN<br>16310 Bake Parkway<br>Irvine CA 92618 | **INSURER(S) AFFORDING COVERAGE** / **NAIC #**<br>**INSURER A :** National Casualty Company<br>**INSURER B :** RLI INSURANCE COMPANY 13056<br>**INSURER C :**<br>**INSURER D :**<br>**INSURER E :**<br>**INSURER F :** |

**COVERAGES** **CERTIFICATE NUMBER:** 1999186321 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| B | X **COMMERCIAL GENERAL LIABILITY**<br>CLAIMS-MADE X OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>POLICY X PRO-JECT LOC<br>OTHER: | | | PSB0009820 | 12/10/2021 | 12/10/2022 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 2,000,000<br>$ 1,000,000<br>$ 10,000<br>$ 2,000,000<br>$ 4,000,000<br>$ 4,000,000 |
| B | **AUTOMOBILE LIABILITY**<br>ANY AUTO<br>OWNED AUTOS ONLY<br>SCHEDULED AUTOS<br>X HIRED AUTOS ONLY<br>X NON-OWNED AUTOS ONLY | | | PSB0009820 | 12/10/2021 | 12/10/2022 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 2,000,000<br>$<br>$<br>$ |
| B | **UMBRELLA LIAB** X OCCUR<br>**EXCESS LIAB** CLAIMS-MADE<br>DED X RETENTION $ 10,000 | | | PSE0004816 | 12/10/2021 | 12/10/2022 | EACH OCCURRENCE<br>AGGREGATE | $ 1,000,000<br>$ 1,000,000 |
| B | **WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N<br>ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)**<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N / A | Y | PSW0005276 | 12/10/2021 | 12/10/2022 | X PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | $ 1,000,000<br>$ 1,000,000<br>$ 1,000,000 |
| A | Professional Liability | | | JEO0000470 | 6/21/2021 | 6/21/2022 | Per Claim<br>Aggregate | 2,000,000<br>3,000,000 |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

**CERTIFICATE HOLDER**

Proof of Insurance

**CANCELLATION**

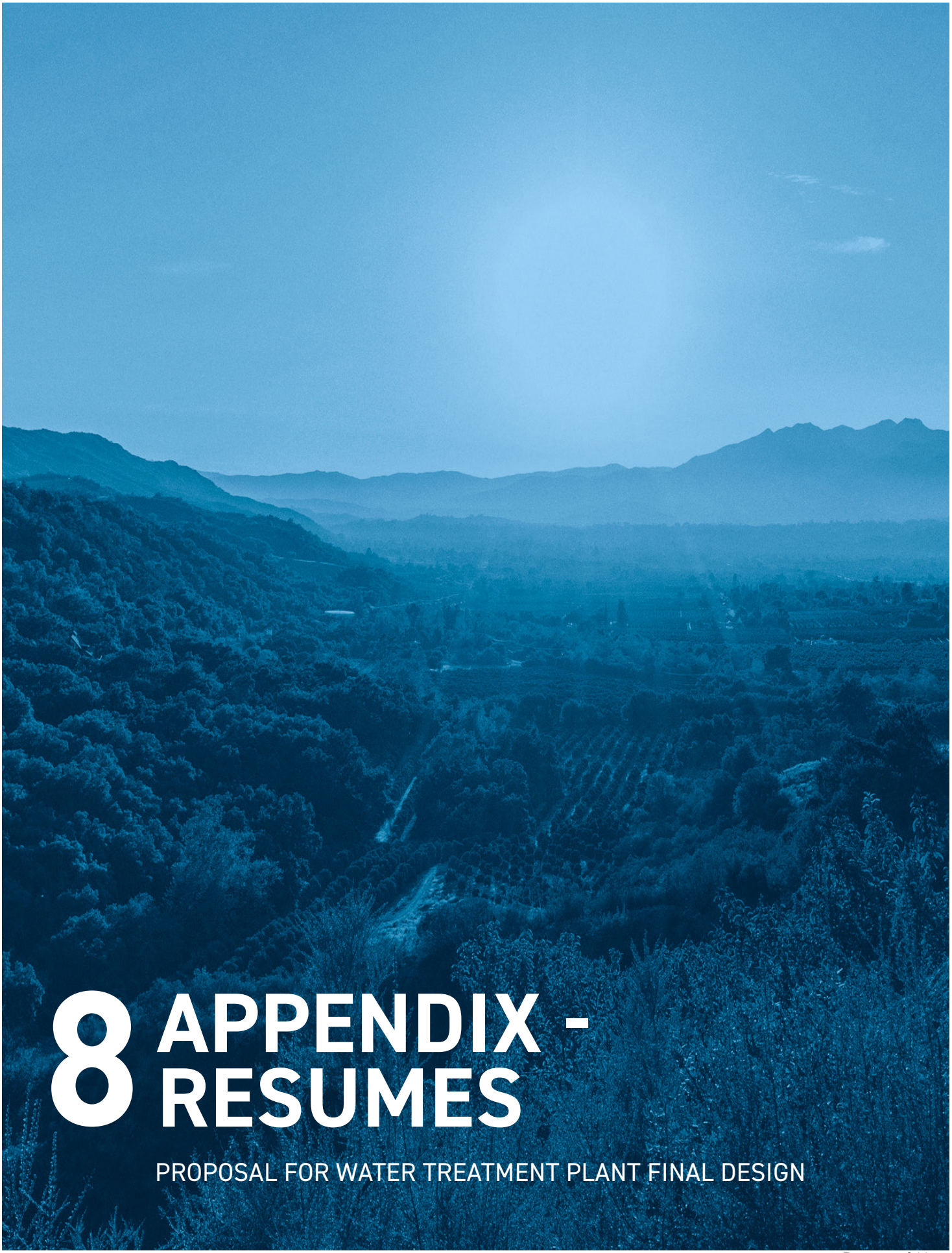
**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

Matthew L. Copus



**ACORD 25 (2016/03)** **The ACORD name and logo are registered marks of ACORD**



# 8 APPENDIX - RESUMES

PROPOSAL FOR WATER TREATMENT PLANT FINAL DESIGN

Becca Bugielski, is an effective communicator and an experienced Project Manager for municipal projects. Ms. Bugielski brings unique public sector perspective from her time serving as Village Engineer, where she managed planning, budgeting, design and construction of capital improvement projects. Her technical experience includes stormwater design, grading, alternatives analysis, water and sewer pipeline design, GIS, long and short-term planning cost estimating, and permitting.

# BECCA BUGIELSKI, PE

PROJECT MANAGER

**EDUCATION**

Marquette University, Wisconsin
BS Civil Engineering

**LICENSES & REGISTRATIONS**

Wisconsin Prifessional Engineer - Civil - No. 46908-6

California Professional Engineer - Civil - No. 93278

NASSCO PACP, MACP, LACP Certification

No. U-1019-70307353

**PROFESSIONAL ASSOCIATIONS**

American Public Works Association (APWA) (Ventura County Chapter)

APWA Ventura County Chapter Director at Large -present

APWA Wisconsin Chapter Young Professionals Chair 2017-2019

APWA Emerging Leaders Academy 2018-2019
Class XII

## Relevant Projects

### Camrosa Water District GAC Treatment Facility | Camarillo, CA

Program Manager. Facilitating project schedule, coordination with design engineer, pre-purchasing of vessels, pre-qualification of contractors, bidding and construction of a 3-vessel train granulated activated carbon (GAC) treatment facility to manage TCP removal.

### Meiners Oaks Water District Nitrate Removal Feasibility Study | Ventura, CA

Project Manager. Project consisted of performing a feasibility analysis and design criteria for implementing strong-base anion exchange, biological pressure filtration, and two-stage brackish water reverse osmosis treatment alternatives to remove nitrates from Well 8. Prepared feasibility study consisting of treatment options of membrane, biological, and ion exchange projections and blending scenarios, design criteria, costs, process flow diagrams, and conceptual facility layouts

### Ojai Wellfield Projects | Casitas Municipal Water District, CA

Project managed the design of Mutual Well #7 and San Antonio Well #4. Coordinates ongoing pump review, recommendations and design as an aging wellfield has had 4 failed pumps in a span of 6 months. Continue efforts to assist the District with wellfield efficiency. This project ensures a safe yield from the ground water basin and reliable water for the District during drought years.

### Ojai Optimization Study | Casitas Municipal Water District, CA

Reviewed and evaluated the Ojai Water System for Casitas MWD. Analyzed capacity and fire flow throughout the system and recommended capital improvement projects to the District to meet requirements and utilize existing infrastructure in order to maximize funds.

### Camarillo Sanitary District Compliance SPCC, HMBP, & CalARP | Camarillo, CA

Project Manager. The Camarillo Sanitary District contacted MKN to assist in preparing necessary documentation to comply with the requirements of the 40 CRF Part 112. Our team put together a new Spill Prevention Control and Countermeasure Plan. Evaluated CWTP Hazardous Material Business Plan for general compliance. Audited the current CalARP program for any regulatory updates and made essential changes are required.

### Chemical Systems Improvements| Camarillo Sanitary District, CA

The project consisted of a comprehensive overview of all chemical systems at the City's wastewater treatment plant. Provided ranking criteria for prioritization and construction documents for most critical processes.

### Water Recycling Facility Management | City of Santa Paula, CA

Manages multiple critical projects from planning through construction for facility projects at the Santa Paula Water Recycling Facility (WRF). In addition to project management, as the project manager, solicited bids and responds to contractors' requests for information to ensure only responsive and responsible contractors are considered.

## Becca Bugielski, PE

RELEVANT EXPERIENCE (CONT.)

### Advanced Water Treatment Facility Preliminary Engineering | City of Santa Paula, CA

Managed the project team for preliminary design of an advanced treatment system to reduce chlorides in the effluent of the City's Water Recycling Facility. Coordinated with subconsultant efforts and effectively presented findings to the City for the most cost effective and beneficial project alternative. This project ensured compliance with the regional water quality control board and prevented future violations from the City's discharge permit.

### Signal Tank and BPS Preliminary Design | Casitas Municipal Water District, CA

Project Manager. Lead team in preliminary design effort for Signal Tank and Booster Pump Station Replacement including the siting study to connect the signal zone to the main zone to better serve the mountain view area. Completed siting study, preliminary cost opinion and basis of design memorandum.

### Heidelberger Tank and BPS Slope Stabilization | Casitas Municipal Water District, CA

Project Manager. Lead team in efforts to provide slope stabilization solutions to the District for their Heidelberger Tank and Heidelberger Booster Pump Station sites. Conducted site visits, managed geotechnical teams' analysis and provided District with solutions. Designed plans and specifications for slope stabilization solutions at the Heidelberger Tank site.

### West Ojai Pipelines | Casitas Municipal Water District, CA

Project includes preparation of preliminary and final design for approximately 5,600 linear feet of waterline replacement from small-diameter, aged, cast iron pipeline to 8-inch diameter PVC pipeline. The project will improve reliability and increase available fire flow. Improvements include abandonment of a section of pipeline in an easement and relocation to public right-of-way, necessitating relocation of several residential water services. Existing fire hydrants and water services will be reconnected, and new fire hydrants will be installed. The design considered tight residential streets, some with congested utilities; traffic and construction considerations working along-side two schools; and mitigation measures associated with potential impacts to existing oak trees. MKN prepared construction documents and opinion of cost for public bidding and is providing office engineering services during construction.

### Camarillo Climate Action Plan | Thousand Oaks, CA

Project Manager. Under order by the Los Angeles Regional Water Quality Control Board, the City of Camarillo is obligated to develop a Climate Change Effects Vulnerability Assessment and Mitigation Plan. Lead team which conducted vulnerability assessment and analysis and developed the Climate Change Plan.

### Emergency Interconnects, City of Thousand Oaks | Thousand Oaks, CA

Project Manager for preliminary and final design for two emergency potable water interconnects between the City of Thousand Oaks and California American Water. The interconnects include control valves, pressure relief valve, pump connections, metering, below grade vaults and associated appurtenances. As part of project, evaluated multiple locations and alignments, coordinated with both agencies to obtain design requirements, and coordinated with surveying and pot-holing subconsultants.

### Pressure-Reducing Station, City of Thousand Oaks | Thousand Oaks, CA

Project Manager for preliminary and final design of two pressure reducing facilities. Major tasks include hydraulic analysis of existing conditions, utilities research, and development of a preliminary and final design for a new pressure-reducing station to offset the need for alternative capital improvement projects.

### SWP Interconnection Blending Station Site Study | City of Ventura, CA

Evaluated alternative sites for the conditioning facility needed to blend SWP water with City of Ventura water. Completed preliminary site layouts, opinions of probable cost and alternative evaluations for the City of Ventura.

### Westside/Downtown Sewer Study Update | City of Ventura, CA

Updated a 15-year-old study assessment district to correct sewer deficiencies. Updated development scenarios and calibrated the model for the study area which included 32 miles of gravity sewers between 6-inch and 24-inch in diameter and 772 pipe segments that cover two square miles. Identified collection system capacity deficiencies for each development scenario and recommend capital improvements.

# CHRIS MARTIN, PE

PRINCIPAL-IN-CHARGE/
WATER TREATMENT
TECHNICAL LEAD

**EDUCATION**

University of Washington
Seattle, Washington

BS Chemical Engineering

**LICENSES & REGISTRATIONS**

California Professional Engineer
- Chemical - No. CH4597

**PROFESSIONAL ASSOCIATIONS**

American Water Works Association

American Membrane Technology Association

Mr. Martin has 35 years of experience in advanced water treatment processes, such as reverse osmosis, ion exchange, and specialty adsorbents, including processes for PFAS/PFOA removal. He is an expert in water quality issues both in the municipal and industrial industries, with over 30 treatment plant designs and dozens of evaluations and feasibility studies. Mr. Martin has presented numerous papers at water industry conferences concerning water quality and treatment topics, and is a recognized expert in these fields.

## Relevant Projects

### Wellhead Treatment Improvement Wells 177-185 | City of Fresno

Served as technical lead for design of new and replacement GAC treatment for wells 177 and 185 for 1,2,3-TCP treatment for the City of Fresno. The project required expansion of treatment capacity and replacement of existing, outdated pumping and filtration equipment.

### Well 21 & 23 TCP Treatment Project | East Niles Community Services District

Served as technical lead for design of new GAC treatment for wells 21 and 23 for 1,2,3-TCP . The project required installation of six new GAC vessels and integration into the existing treatment scheme at the Well 19 site.

### PFAS Remediation | Atascadero Mutual Water Company

AMWC detected PFAS-related substances in a number of wells, causing the wells to be taken out of service. MKN was selected to assist AMWC in identifying remediation methods to bring the wells back into service. MKN developed pilot testing protocols and coordinated installation and operation of the pilot, and has begun design of a GAC treatment plant capable of PFAS compounds from up to 20 MGD of groundwater at a new treatment facility. The new facility also includes a new reservoir and pump station as well as a new central SCADA facility and corporate office. Served as technical lead for treatment processes.

### Capistrano Desalter

Project engineer for design of treatment process and chemical systems, including reverse osmosis process, iron and manganese removal, storage systems, and chlorine and ammonia feed equipment for chloramination.

### Conejo Wellfiled GAC Treatment | Camrosa Water District

Served as technical lead for review and management of a project to provide GAC treatment for 1,2,3-TCP removal at the Conejo Wellfield. MKN provided project management and technical review services for design, supply, and construction of the project.

### Well 8 Nitrate Treatment Feasibility Study | Meiners Oaks Water Company

Served as technical lead for evaluations of treatment and blending methods to return high-nitrate Well 8 to service. Evaluated ion exchange, reverse osmosis, biological treatment, and blending with alternative water supplies.

### City of Coalinga WTP THM Reduction | Coalinga, CA

Directed staff in design and preparation of construction documents for replacing temporary carbon dioxide and permanganate storage and feed systems for THM reduction at the Coalinga Water Treatment Plant.

### Poseidon Resources

Provided concept-level design for 50 MGD seawater desalination system to be located in Carlsbad, CA. Design included significantly constrained site. Design was used to support proposal to MWDSC to obtain subsidy.

## Chris Martin, PE

RELEVANT EXPERIENCE (CONT.)

### Long Beach Water Department

Performed a feasibility evaluation for onsite chlorine gas generation for the Long Beach Water Department's Groundwater Treatment plant.

### Santa Margarita Water District

Design engineer for chlorine and ammonia feed systems and UV disinfection system for the Upper Chiquita Reservoir project.

### Front Porch Development

Provided peer review of evaluation of the Marina Coast Water District seawater desalter to determine cost and feasibility of returning the desalter to service after 10-year shutdown.

### Poseidon Resources

Provided concept-level design for 50 MGD seawater desalination system to be located in Carlsbad, CA. Design included significantly constrained site. Design was used to support proposal to MWDSC to obtain subsidy.

### Metropolitan Water District of Orange County

Technical leader for concept level design of 50 MGD seawater desalination plant to be located near Dana Point. Design was used to support proposal to MWDSC to obtain subsidy. Provided process design for the 1.15 MGD Cambria, California seawater reverse osmosis treatment plant.

### Town of Hull, MA

Prepared feasibility report for regional seawater desalination plant for Cape Cod. Provided process design for small seawater RO treatment plant for private client in Puget Sound.

### Southern Nevada Water Authority

Provided process and cost evaluation for feasibility of 80 MGD RO desalting plant, a concept intended to intercept saline subsurface flows that add significant salinity to the Colorado River upstream of Hoover Dam.

### City of Santa Nella, CA

Project engineer responsible for development of chemical storage and metering facilities for a 20 MGD membrane filtration treatment plant for municipal water supply.

### Santa Clara Valley Water District

Prepared process evaluation and costs for concept selection for Bay Area Regional Desalination Project.

### Irvine Ranch Water District

Peer review of RO process design for IRWD's CATS – a high-recovery secondary treatment system increasing the overall recovery to 98%.

### Las Vegas Valley Water District

Project manager for RO pilot at Jean, Nevada.

### Laguna Madre Water District

Project manager for pilot plant study and preliminary design of seawater RO treatment plant on South Padre Island, Texas.

### Irvine Ranch Water District

Technical leader for design of the Deep Aquifer Treatment System, a 4-MGD nanofiltration treatment plant intended to treat highly colored groundwater. Boyle served as Owner's Engineer for this design-build project.

### Marin Municipal Water District | Marin, CA

Designed and operated seawater RO pilot plant and delivered a report.

### Marin MWD

Prepared Preliminary Design Report for 5 MGD seawater RO treatment plant.

# JON HANLON, PE

QA/QC

**EDUCATION**

California Polytechnic State University, San Luis Obispo

BS Mechanical Engineering

**LICENSES & REGISTRATIONS**

California Professional Engineer - Mechanical - No. M33232

NACE Certified Coating Inspector #10431924

**PROFESSIONAL ASSOCIATIONS**

National Association of Corrosion Engineers (NACE)

American Water Works Association

American Society of Mechanical Engineers

American Public Works Association

Jon Hanlon, after over 18 years of serving as project engineer, project manager, and ultimately as an operations manager for a Fortune 500 consulting engineering firm, joined Michael K. Nunley and Associates, Inc. (MKN) specializing in water, wastewater, and water reuse engineering for public agencies. His expertise includes management, planning, and design of water, wastewater, and recycled water facilities throughout California. As a Principal Engineer at MKN, Mr. Hanlon's experience has included design, analysis, and management of complex multi-disciplined projects, including water and wastewater treatment facilities, pump stations, production wells, piping and valves, hydraulic analysis, master planning, and environmental permitting.

## Water Supply/Treatment/Storage/Pumping/Distribution

### Ojai Wellfield Improvements, Casitas Municipal Water District | Ojai, CA

Project Engineer. Design of new well facilities including a new 400 gpm well, and conversion of multiple submersible well pumps to vertical turbine pumps. Project includes development of new District standards for wellhead instrumentation and controls utilizing automation and variable frequency drives. Project also includes evaluation and rehabilitation of multiple pump/well failures critical to the District's water system.

### Well Failure Analysis, Pleasant Valley County Water District | Ventura County, CA

Project Engineer. Municipal well failure analysis included review of well performance and construction documents. Analysis identified mode of failure was due to well misalignment. Prepared report identifying options for replacement which included use of a smaller vertical turbine pump or submersible pump.

### Fairview Well Rehabilitation, Calleguas Municipal Water District | Ventura County, CA

Project Engineer. Project to rehabilitate an inactive Aquifer Storage and Recovery (ASR) well and return it to service as a backup groundwater production well. Project includes video and biological inspection of the well, followed by preparation of plans and specifications for redevelopment of the well and system upgrades. System upgrades consist of installation of a new pump and motor, new motor control center including variable frequency drive, programmable logic controller, provisions for backup generation, replacement of piping and associated appurtenances, and addition of a disinfection system.

### Rio Mesa Well, Valley Children's Hospital | Madera, CA

Project Engineer. Valley Children's Hospital (VCH) recently acquired the property located to the southeast of the existing hospital. The property consists of a golf course and includes a potable and non-potable water supply well. VCH plans to improve the capacity of the non-potable well, improve the well to meet potable water standards, and incorporate the well into the VCH water system as an additional water supply. The Rio Mesa well will also continue to be used for landscape irrigation of the golf course.

### Well #11 Treatment Project | Arroyo Grande, CA

Project Engineer. MKN provided construction observation services during construction of Well 11 for the City of Arroyo Grande. The project included installation of a submersible well pump, an iron and arsenic treatment system, and associated piping and building. Design of the project was done by others, and MKN provided the City with process engineering support following failure of the treatment system to perform as expected. The well water exhibited extremely unusual chemistry, resisting conventional methods of oxidizing iron. MKN has been working with City staff to develop alternative oxidation methods, including permanganate and ozonation, to achieve the required water quality.

## Jon Hanlon, PE

RELEVANT EXPERIENCE (CONT.)

### Wellhead Arsenic and TCP Removal Project | Bakersfield, CA

Project Engineer. The City of Bakersfield (City) operates five wells that have been taken out of service due to elevated levels of arsenic in the produced water. The location of the wells makes them key wells for the City's system when surface water supplies are limited. MKN was retained to evaluate proposed absorptive treatment systems at all five wells and assist the City with final design and construction support. The conceptual treatment system design consists of iron-oxide based adsorptive media, pre-oxidation chemical skids, pH adjustment using liquid carbon dioxide, and organic chemical removal using activated carbon.

### Well 22 Treatment Evaluation | Solvang, CA

Project Manager. The City retained MKN to evaluate the feasibility of treating water from existing Well 22 and future Well 23 for potable use. Iron and manganese concentrations exceeded secondary maximum drinking water contaminant levels (SMCLs) and odor was observed in the Well 22 water sample. MKN performed an evaluation of treatment alternatives to meet sulfide, iron, and manganese water quality goals. The evaluation summarized constraints, potential locations, necessary equipment, and planning-level costs for a centralized treatment facility and connection to the City distribution system.

### Sherwood Well Arsenic Treatment Plant | Paso Robles, CA

Project Engineer. Project to design and construct arsenic removal facilities at two 1.4 MGD City groundwater wells. Treatment plant utilized regenerable iron-based adsorbent media. Activated carbon was utilized for chlorine and sulfide removal and taste and odor control.

### Denner Well Sulfide Removal | Paso Robles, CA

Project Engineer. Provided process evaluation and recommendations for treatment system to reduce sulfides and salts in winery process water. The final system utilized aeration, ozone, greensand, activated carbon, reverse osmosis, and orthophosphate injection for corrosion control.

### Meadow Creek Wells Treatment Project | Pismo Beach, CA

Project Engineer. Evaluated water quality and treatment goals and recommended treatment process for supplemental groundwater sources. Water quality issues included iron/manganese, high TDS, sulfides, color, odor and turbidity.

### City of Guadalupe Municipal Well Design | Guadalupe, CA

Project Manager. Design of a new 1,000 gpm municipal water production well in the City off Guadalupe. Design included flowmeter, controls and instrumentation, SCADA, electrical systems, and piping improvements.

### Tognazzini Well Improvements | Guadalupe, CA

Project Manager. Project to rehabilitate City municipal water well. Design included well rehabilitation, replacement of flowmeter, controls, SCADA, and electrical systems, as well as piping improvements.

### Wellfield Evaluation and Rehabilitation | San Simeon CSD, CA

Project Manager. Produced construction plans and specifications for two new wellhead facilities including disinfection, pumps, process piping, electrical, and SCADA.

### Avery Well Project | Paso Robles, CA

Project Engineer. Designed municipal well to supplement the City's potable water supply.

### Anita Well Treatment Feasibility Study | Goleta Water District, CA

Project Engineer. As a Sub to MNS, MKN provided engineering services to evaluate the feasibility of treating water from a groundwater well that is high in iron, manganese, and disinfection byproducts. MKN evaluated several treatment options capable of meeting the water quality goals. The recommended approach was to reduce the concentration of contaminates through blending with another source, or by treatment through oxidation/filtration. Recommendations for disinfection byproduct control included chloroform removal through enhanced aeration. Provisions to allow filtration through the existing manganese dioxide filtration plant were recommended.

Frank Dodge combines his technical and interpersonal skills with his project management experience to visualize project execution, foresee obstacles, and identify mitigations and cost savings. Mr. Dodge has experience as a Mechanical Design Engineer, Project Engineer, and Project Manager for consultants and owners working on water, wastewater, and other fluid and gas handling facility projects. He is consistently recognized as a hard worker with a strong drive to deliver excellent results, especially when matched against aggressive metrics and difficult project environments.

# FRANK DODGE, PE

PROCESS/MECHANICAL DESIGN

**EDUCATION**

University of California Irvine
BS Mechanical Engineering

**LICENSES & REGISTRATIONS**

California Professional Engineer - Mechanical - M-38773

**PROFESSIONAL ASSOCIATIONS**

American Society of Civil Engineers (ASCE), Ventura/Santa Barbara, Vice President of Young Member Section (2017-2018)

Association of Water Agencies (AWA), Ventura County, Council Member (2017-2018)

## Relevant Projects

### Well No. 8 Nitrate Removal, Meiners Oaks Water District | Ventura County, CA

Project Engineer. Delivered a Basis of Design and conducted a feasibility study for treating or blending Well No. 8 water to bring nitrate levels of delivered water within acceptable concentrations. The study included assessment of four alternatives, including blending, ion exchange, reverse osmosis, and biological treatment, and evaluated waste disposal alternatives.

### Granular Activated Carbon (GAC) Wellhead Treatment, Water Replenishment District of Southern California | Lynwood, CA

Project Engineer. Developed a preliminary design report and construction documents for two 20,000-pound, skid-mounted, granular activated carbon (GAC) contact vessels, backwash system, piping modifications, new sewer lateral, and other on-site improvements to treat a 700-gpm drinking water well high in Tetrachloroethylene (PCE) and Trichloroethylene (TCE). The Engineer's Estimate of construction was $890,000; this deviated less than 1% from the average of the 5 bids submitted.

### Iron and Manganese Wellhead Treatment, Water Replenishment District of Southern California | Maywood, CA

Project Engineer. Developed a preliminary design report and construction documents for a 900-gpm Greensand Plus horizontal vessel filter system (filter, tank, pump, and controls), piping modifications, and other on-site improvements. This project was designed to treat elevated iron and manganese concentrations in drinking water at the Maywood Mutual Water Company #2 Maywood Ave Well. Construction of the water improvement system was estimated at $1.7MM.

### Primary Clarifier Sludge and WAS Pumps Replacement, City of Camarillo (Camarillo Sanitary District) | Camarillo, CA

Project Engineer. Propose solutions and develop plans and specifications for the replacement of the positive displacement pumps at the Camarillo Sanitary District's Wastewater Treatment Plant and the reconfiguration or replacement of piping, instrumentation, and control to support the new pumps. The pumps were subject to intermittent flow with high amounts of solids and grit. The three pump stations were Plant 3 Primary Clarifier Pump Station, Plant 1 Primary Clarifier Pump Station, and Plant 1 WAS Pump Station.

### Conejo Wellfield GAC Treatment, Camrosa Water District | Ventura County, CA

Provide services as the Owner's Engineer including design deliverables review and overseeing the bid and construction phases. Project scope included six granular activated carbon (GAC) vessels, a carbon dioxide dissolution system, a sodium hydroxide feed system, vertical turbine booster pumps, bolted steel tanks, a standby generator, an MCC, and the rehabilitation of four water wells. Complexity was added through pre-purchasing the GAC vessels, MCC, CO2 system, and sodium hydroxide system, contractor prequalification, and two separate bid scopes (construction scope separate from the well rehab scope). Total estimated construction cost is between $10 million and $12 million.

## Frank Dodge, PE

RELEVANT EXPERIENCE (CONT.)

### Ojai Valley Pumping Plant Performance Analysis, Casitas Municipal Water District | Ojai, CA

Project Engineer. Analysis of the performance of the four existing pumps at the plant. The plant included two 350 hp centrifugal pumps capable of ~5,000 gpm and two vertical turbine pumps capable of ~4,500 gpm. The study tested the existing pumps and found a decrease in performance compared to their original design. A variety of replacement/upgrade alternatives were assessed based on the ability of the pumps to meet the pumping needs with maximum efficiency, minimum Time-of-Use energy costs, and lowest life-cycle costs.

### Bardsdale Water Treatment Pilot | Fillmore, CA

Managed all Facility Engineering support and Operations interface for the installation of a pilot facility that successfully treated oilfield produced water to meet specifications acceptable for agricultural use. The pilot proved to be expensive, but exceeded the water quality targets and greatly reduced the wear on the system due to decreased corrosivity and solids in the water.

### Derrick Tank Rehabilitation, City of Coalinga| Coalinga, CA

Project Engineer. Generated construction documents for the rehabilitation of the 7.5-million-gallon potable water steel tank. Rehabilitation scope included a new roof, new coatings, flexible connections on nozzles and required piping modifications, and replacement of the interior ladder. Bid options for the roof material were included to increase bidding competition due to material procurement volatility. Estimated construction cost was between $3 million and $5 million.

### The Preserve at Millerton Lake Recycled Water System Improvements, NVF-1 Investments | Madera County, CA

Project Engineer. Developed preliminary and final design documents for a recycled water pump station supplying a 300+ gpm to an irrigation system for a housing development. The design included two vertical turbine can pumps and a hydropneumatic vessel. Developed P&IDs for the potable and recycled water systems to determine the controls strategy across the wells, booster pump stations, and reservoirs.

### Earl Schmidt Filtration Plant Tank No.1 Improvements, Santa Clarita Valley Water Agency | Santa Clarita, CA

Project Engineer. Produced construction documents for a $2.2 million rehabilitation and improvement effort for one of the two 5-million-gallon steel potable water storage tanks. The improvement scope included replacement of rafters, lateral bracing, and the dollar plate, exterior coating spot repair, complete interior coating replacement, new fall protection on the ladders, a new roof hatch, addition of a level indicator, installation of a flexible inlet coupling, and the addition of a tank mixer with the necessary electrical and controls.

### Hill Canyon Water Treatment Plant FOG Facility Improvements, City of Thousand Oaks | Camarillo, CA

Project Engineer. Developed a preliminary design report and construction documents for a $3+ million FOG facility to replace the City's existing facility. The new facility was designed to handle up to 20,000 gallons per day. The design included FOG screening and offload pumps, three storage tanks each with a heat exchanger and mixing pump, digester feed pumps, and an odor control system.

### Torrey Booster Compressor | Piru, CA

Project Manager for the installation of an internal combustion engine-driven gas compressor along a natural gas transmission pipeline. An idle unit was identified and assessed, the facility site identified and prepared, connected compressor suction and discharge piping into the DOT gas transmission pipeline, overhauled and modified the compressor, and commissioned and started up the system. Project was against an aggressive timeline and completed in less than 2 months from project identification to startup of facility. Final cost was within 1% of cost estimate ($820,000).

### Santa Clara Valley Gas Plant Compressor Broad Oaks Cylinder Upgrade | Piru, CA

Project Manager for the multi-phase project to triple the natural gas sales capacity. The scope included: installing larger cylinders on two compressors at the SCVGP Gas Processing Facility; upgrading plant piping, pressure control system, and coalescing filter to increase capacity and pressure rating; upgrading the High Pressure Sales Pipeline to DOT specifications to increase capacity and pressure rating; decommission and abandon the Low Pressure Sales Pipeline per DOT specifications, including activity coordination with SoCal Gas; and coordinate and lead SCVGP shutdowns associated with tying in each phase of the project. Total project cost: $4,500,000.

Mr. Word is an Assistant Engineer with experience in the planning, design, and construction of water and wastewater treatment facilities and infrastructure. His project experience includes water and wastewater treatment facility design and analysis, permitting, development of master plans, field collection of data, pilot- and bench-scale testing, and construction phase services of facilities treating water quality issues. His experience in construction management includes treatment, distribution, and collection systems.

## STEFANOS WORD, EIT, ENV SP

PROCESS/MECHANICAL DESIGN

**EDUCATION**

University of the Pacific, Stockton, CA

MSES Civil & Environmental Engineering

BS Civil Engineering

**LICENSES & REGISTRATIONS**

California Engineer in Training No. 166164

Envision Sustainability Professional (ENV SP) No.18683

**PROFESSIONAL ASSOCIATIONS**

American Water Works Association

Water Environmental Federation

California Water Environmental Association

Central San Joaquin Section: Young Professionals Committee Chair

American Society of Civil Engineers

### City of Fresno Pump Station 177 Groundwater Treatment Facility | Fresno, CA

Project Engineer. Project consists of planning, design, and construction of a 1.37 MGD granular activated carbon facility with several downstream chemical injections. The primary goal of the facility was to reduce the 1,2,3-TCP concentrations below the state-mandated maximum contaminant level of 5 µg/L and dissolved carbon dioxide concentrations to mitigate pipeline corrosion. Evaluated air stripping, sodium hydroxide injections, and break-tank deaeration as potential carbon dioxide removal treatment strategies. Prepared Basis of Design Report and prepared construction plans, specifications, and cost estimates.

### City of Fresno Pump Station 185 Groundwater Treatment Facility | Fresno, CA

Project Engineer. Project consists of planning, design, and construction of a 1.37 MGD granular activated carbon facility with several downstream chemical injections. The primary goal of the facility was to reduce the 1,2,3-TCP concentrations below the state-mandated maximum contaminant level of 5 µg/L and dissolved carbon dioxide concentrations to mitigate pipeline corrosion. Evaluated air stripping, sodium hydroxide injections, and break-tank deaeration as potential carbon dioxide removal treatment strategies. Prepared Basis of Design Report and prepared construction plans, specifications, and cost estimates.

### Coarsegold Water System Improvements, Arsenic Removal | Coarsegold, CA

Project Engineer. Project consists of planning, design, and construction of an arsenic, iron, and manganese removal system comprised of a booster pump station, upstream sodium hypochlorite oxidation/disinfection, and multimedia filtration vessels. The primary goal of the system improvements was to reduce the arsenic, iron, and manganese concentration entering the distribution system below the local- and state-mandated maximum contaminant levels. Prepared Basis of Design Report, construction plans, specifications, and cost estimates.

### East Niles Community Services District: Well 19 Arsenic Treatment Facility | Bakersfield, CA

Project Engineer. Project consists of planning, design, and construction of an arsenic removal facility comprised of an upstream sodium hypochlorite oxidation/ disinfection and three 8-foot diameter iron-oxide media vessels. The primary goal of the system improvements was to reduce the arsenic concentration entering the Kern-Citrus reservoir to reduce the blended arsenic concentration below the state-mandated maximum contaminant level of 10 µg/L. Prepared Basis of Design Report and prepared construction plans, specifications, and cost estimates.

### Atascadero Mutual Water Company: PFAS Removal Facility | Atascadero, CA

Project Engineer. Project consists of planning, design, and construction of a 2 MGD PFAS removal facility designed to interchangeably use GAC or IX to reduce PFOS and PFOA below state-mandated response levels. Designed piloting facility, prepared testing protocol, conceptual and basis of design reports. Prepared construction plans, specifications, and cost estimates. (Ongoing).

## Stefanos, EIT, Env Sp

RELEVANT EXPERIENCE (CONT.)

### Meiners Oaks Water District Nitrate Removal Feasibility Study | Ventura, CA

Project Engineer. Project consists of performing a feasibility analysis and design criteria for implementing strong-base anion exchange, biological pressure filtration, and two-stage brackish water reverse osmosis treatment alternatives to remove nitrates from Well 8. Prepared feasibility study consisting of membrane, biological, and ion exchange projections, design criteria, costs, process flow diagrams, and conceptual facility layouts.

### Three Crowns Industrial Park 1,2,3-Trichloropropane Removal | Fresno, CA

Project Engineer. Project consisted of planning and design of pressurized granular activated carbon (GAC) vessels to remove 1,2,3-Trichloropropane from three groundwater wells that serve as the sole source of potable water for Three Crowns Industrial Park. Performed planning and preliminary design of a centralized treatment system in a lead-lag configuration of GAC vessels followed a downstream hypochlorite disinfection system.

### Belmont Water Corporation 1,2,3-Trichloropropane Removal | Fresno, CA

Project Engineer. Project consists of planning, design, and construction of multiple point-of-entry (POE) screening and GAC cartridge systems for forty-one residential service connections. The project prompted the State Water Resources Control Board Division of Drinking Water (DDW) to recognize POE and POU as an acceptable treatment technology and implement a set of guidelines for pilot testing of such systems. Project resulted in the treatment technology being the first implemented and permitted system in California to use POE technology to remove 1,2,3-TCP from potable water supplies. (Ongoing).

### Central Union School Water System Improvements, Arsenic Removal | Lemoore, CA

Project Engineer. Project consists of planning and design of an arsenic removal system comprised of a 10,000-gallon steel water storage tank, booster pump station, upstream sodium hypochlorite oxidation/disinfection, and iron-oxide media vessels. The primary goal of the system improvements was to reduce the arsenic concentration entering the distribution system below the state-mandated maximum contaminant level of 10 µg/L. Prepared Treatment Alternatives Evaluation, Basis of Design Reports, and conducted Bench-Scale Testing with Ferric Oxide Media. Prepared construction plans, specifications, and cost estimates.

### Lancaster Mobile Home Park Water System Improvements, Arsenic Removal | Lancaster, CA

Project Engineer. Project consists of planning, design, and construction of an arsenic removal system comprised of a booster pump station, upstream sodium hypochlorite oxidation/disinfection, and iron-oxide media vessels. The primary goal of the system improvements was to reduce the arsenic concentration entering the distribution system below the state-mandated maximum contaminant level of 10 µg/L. Prepared Treatment Alternatives Evaluation, Basis of Design Reports, and conducted Bench-Scale Testing with Ferric Oxide Media. Prepared construction plans, specifications, and cost estimates.

### Jackson Ranch Development DBP Facility | Kettleman City, CA

Project Engineer. Project consists mitigating disinfection byproduct formation for a development receiving potable water from a 5-mile transmission pipeline connected to Kettleman City. Prepared Feasibility Study/Basis of Design TM that reviewed updated water quality, disinfection methods and disinfectants used, proposed water infrastructure, DBP formation potential and design criteria for the recommended treatment facility alternative. Prepared construction plans, specifications, and cost estimates. (Ongoing)

### Jackson Ranch Development DBP Evaluation | Kettleman City, CA

Project Engineer. Project consists of evaluating disinfection byproduct formation for a development receiving potable water from a 5-mile transmission pipeline connected to Kettleman City. Prepared TM that reviewed existing water quality, disinfection methods and disinfectants used, existing water infrastructure, DBP formation potential and treatment alternatives/mitigation measures, and raw water treatment alternatives for the development's fire water supply.

### Coalinga WTP TTHM Reduction | Coalinga, CA

Project Engineer. Project consists of planning, design, and construction of liquid carbon dioxide and sodium permanganate storage and injection facilities to reduce total trihalomethane concentrations in the WTP effluent. Prepared Design Criteria TM that established design parameters and background information. Prepared plans, specifications, and cost estimate for construction of both chemical storage and injection facilities.

# JASON WILSON, PE

CIVIL/SITE DESIGN

**EDUCATION**

University of Central Florida
Orlando, FL

BS Civil Engineering

**LICENSES & REGISTRATIONS**

California Professional Engineer - Civil - No. C89117

**PROFESSIONAL ASSOCIATIONS**

American Society of Civil Engineers

California Water Environment Association

Mr. Wilson is a Project Manager with design experience as a Project Engineer specializing in water supply and distribution systems specifically pumping station design, surge analysis, transmission mains, distribution systems, water treatment, and construction management. Mr. Wilson is also experienced in wastewater collection systems assessment and rehabilitation.

## Water Supply/Treatment/Storage/Pumping/Distribution

### East Niles Community Services District, Well 22 Arsenic Treatment | Bakersfield, CA

Project Manager for the project that included the design and installation of an well head arsenic treatment system at the District's Well 22 Site. Contributions included engineering and construction phase services. Engineering phase contributions to the project included, treatment vessel design, pipe design and alignment, hydraulic calculations, development of construction documents and bid phase services. Construction phase contributions are expected to include reviewing technical submittals, responding to RFI's, and construction management.

### East Niles Community Services District, Well 21 TCP Treatment| Bakersfield, CA

Project Manager for the project that included the design and installation of an well head 1,2,3 Trichloropropane (TCP) treatment system at the District's Well 21 Site. The Well 21 TCP treatment system also included a separate Water treatment system of the District's nearby Choate Street Well. Contributions included engineering phase services. Engineering phase contributions to the project included, treatment vessel and process piping sizing, design and placement, yard piping design and alignment, hydraulic calculations, development of construction documents and bid phase services. Construction phase contributions include reviewing technical submittals, responding to RFI's, and construction management.

### Valley Children's Hospital, Rio Mesa Well & Pipeline | Madera, CA

Project Engineer for the project that included the design of a 600 gpm well equipping and transmission pipeline project that will add a third potable water well to the hospitals water distribution system. Contributions to the project included, Hydraulic calculations and analysis, development of system and pump curves, vertical turbine pump design, coordination of subconsultants, generation of construction documents. Construction phase contributions included reviewing technical submittals, responding to RFI's, and field inspections.

### Department of Water Resources, Five Wells Arsenic Treatment Project | Bakersfield, CA

Assistant Engineer for the project that included the installation of arsenic treatment systems at City owned groundwater wells. Contributions included engineering and construction phase services. Engineering phase contributions to the project conducted under the supervisions of the project engineer included, pipe design and placement, hydraulic calculations, development of construction documents and bid phase services. Construction phase contributions to the project included reviewing technical submittals, responding to RFI's, construction observation, construction management, start-up testing, development of progress pay estimates and evaluation of contract change orders.

### East Niles Community Services District, Well 19 Arsenic Treatment | Bakersfield, CA

Project Manager for the project that included the design and installation of a 1,650 gpm well head arsenic treatment system at the District's Well 19 Site. Contributions included engineering and construction phase services. Engineering phase contributions to the project included, treatment vessel design, pipe design and alignment, hydraulic calculations, development of construction documents and bid

phase services. Construction phase contributions are expected to include reviewing technical submittals, responding to RFI's, and construction management.

### Private Developer – Booster Pump Station | California

Project Engineer for an as yet unconstructed project that included the design of a 2,500 gpm booster pump station, 130,000 gal water storage tank, and a hydropneumatic tank. Contributions to the project included, hydraulic calculations and analysis, development of system and pump curves, hydraulic modeling, vertical turbine pump design, hydropneumatic tank design, water storage tank detailing, coordination of subconsultants, and generation of construction documents.

### Private Developer – Welded Steel Water Storage Tank | California

Project Engineer for the project that included design and construction of a 250,000 gal welded steel water storage tank and associated site piping. Contributions to the project included selection of pipe material, size and alignment, tank detailing, overflow pipe design, generation of construction document, and construction phase services.

### East Niles Community Services District, East Niles Pump Station Concrete Water Storage Tank | Bakersfield, CA

Project Engineer for the project that included the design and installation of a 1.1 MG concrete water storage tank. Engineering phase contributions to the project included, pipe design, hydraulic calculations, development of construction documents, and bid phase services. Expected contributions as the project moves into its construction phase are expected to include reviewing technical submittals, responding to RFI's, reviewing change order request, and construction management.

### City of Delano, Well No. 4 Tank Site Improvements |Delano, CA

Project Engineer for the project that included tank improvements and coating rehabilitation of a 1.2 MG welded steel water storage tank. Contributions to the project included analysis of existing interior and exterior coating conditions, consultation with specialized consultants, selection of coating rehabilitation methods and procedures, selection of improved tank mixing methods, generation of construction documents and bid phase services. Construction phase contributions included reviewing technical submittals, responding to RFI's, independent testing consultant coordination, and construction management.

### East Niles Community Services District, Water Line Extension for Office | Bakersfield, CA

Project Engineer for the project that included the design and installation of a water line extension for the future District offices. Contributions included engineering and construction phase services. Engineering phase contributions to the project included, pipe design, alignment selection, hydraulic calculations, development of construction documents, and bid phase services. Construction phase contributions to the project included reviewing technical submittals, responding to RFI's, construction observation, and construction management.

### East Niles Community Services District, Rosewood Pump Station Relocation | Bakersfield, CA

Project Engineer for the project that included the design of a 2,500 gpm replacement booster pump station and transmission pipeline for aging infrastructure. Contributions to the project included, Hydraulic calculations and analysis, development of system and pump curves, vertical turbine pump design, water transmission pipeline design, coordination of subconsultants, generation of construction documents, and bid phase services. Construction phase contributions are expected to include reviewing technical submittals, responding to RFI's, and construction management.

### East Niles Community Services District, Brentwood Sewer Main Extension | Bakersfield, CA

Project Engineer for the project that included the design and installation of a sewer main connecting the future District offices to the District's collection system. Contributions included engineering and construction phase services. Engineering phase contributions to the project included, alignment selection, development of construction documents, and bid phase services. Construction phase contributions to the project included reviewing technical submittals, responding to RFI's, and construction management.

Ammar Hanna is an Assistant Engineer with Michael K. Nunley & Associates in the Fresno, California office. His project experience includes design, reporting, master planning, construction observation, and construction management of various water and wastewater facilities. Additionally, he has previous experience drafting public water and wastewater hydraulic systems, working on streets, piping, and site development projects, and with field investigation & construction observation. He is proficient in WaterCAD, SewerCAD, ArcMap/ArcGIS, Civil3D, Microsoft Excel, and Adobe Acrobat Pro DC

## AMMAR HANNA, EIT

CIVIL/SITE DESIGN

**EDUCATION**

California State University, Fresno

BS Civil Engineering

**LICENSES & REGISTRATIONS**

California Engineer in Training
No. 171630

**PROFESSIONAL ASSOCIATIONS**

American Society of Civil Engineers

American Public Works Association

California Water Environmental Association

The Engineering Honor Society of Phi Kappa Phi

### Family Tree Farms New Potable Groundwater Well | Reedley, CA

Design Engineer. Completed engineering and permitting services for the addition of a new potable water groundwater well to replace an existing well. Ammar's work involved evaluating source capacity, preparing well improvement plans and specifications, developing site improvements civil plans, preparing permit applications, and obtaining CEQA Clearance.

### Big Sandy Rancheria Wastewater System Improvements | Auberry, CA

Design Engineer. Improvements for this project included a community-wide gravity wastewater collection system to collect and transport wastewater, a wastewater treatment plant capable of treating up to 100,000 gallons per day (gpd) of wastewater, and decommissioning and abandonment of existing onsite septic systems. Ammar's involvement in the project included design and layout of the sewer collection system throughout the mountainous terrain of Big Sandy Rancheria. This involved performing site visits of the Big Sandy Rancheria area, and design of the horizontal and vertical alignments including plan and profile, details, notes, and specifications.

### Community Service Area 22 Master Plan Update | Madera, CA

Assistant Engineer. Completed a master plan update for the water distribution and wastewater collection systems to serve the planned buildout expansion of Community Service Area 22. Tasks consisted of evaluation of existing water and wastewater facilities, analysis of a GIS-based hydraulic water model, and identification of deficiencies under existing and future conditions.

### Preserve at Millerton Lake WWTP | Madera, CA

Assistant Engineer and Construction Observer for the design and construction of a 250,000 gpd WWTP located West of Millerton Lake in Madera County, CA. Ammar's involvement included permitting processes and procedures, site visits, and Construction Observation for compliance with the engineer's design.

### Selma-Kingsburg-Fowler Collection System Cleaning and CCTV Inspection | Fowler, CA

Assistant Engineer. Improvements of this project included cleaning and inspection of the three cities' selected sewer lines and structures, directing the cleaning operations, developing a 5 year CIP to address collection system deficiencies identified and stay within the District's long term budgeting guidelines. The project would also develop a dynamic grading system to allow addition of future projects into the CIP with the appropriate priorities. Ammar's involvement included observation and evaluation of sewer structures, preparation of CIP spreadsheet, and preparation of Risk Maps and Capital Improvement Project Report.

### Design of Gettysburg Sewer Pipeline Rehabilitation | Fresno, CA

Assistant Engineer. Ammar's involvement included assisting in preparing a preliminary engineering plan, specifications, and a cost estimate document to rehabilitate approximately ½ mile of existing 12" sewer pipeline for the City's collection system. Project consisted of cure-in-place pipe trenchless rehabilitation method along with repair of existing manhole structures.

## Ammar Hanna, EIT

RELEVANT EXPERIENCE (CONT.)

### Santa Cruz Port District Lift Stations Assessment | Santa Cruz, CA

Assistant and Design Engineer. Improvements of the project included a project site visit, assessment of the ten sanitary sewer lift stations that service the Santa Cruz Port District, proposing a rehabilitation program for all 10 lift stations that fits the District's budget, reviewing the proposed alternatives with the District, and preparing a final report based on the District's comments and preferences.

### 7.5MG Derrick Reservoir Rehabilitation – Preliminary Engineering, City of Coalinga | Coalinga, CA

Assistant Engineer. This phase of the project included the Preliminary Engineering for the rehabilitation of a 7.6MG welded steel reservoir. Ammar's involvement included coordinating with coatings and structural subconsultants, reviewing previous reports and record drawings, and developing a Preliminary Engineering Report including rehabilitation alternatives, a recommendation for roof replacement, structural and freeboard analysis, opinions of probable construction costs, and a full replacement estimate.

### 7.5MG Derrick Reservoir Rehabilitation – Final Design, City of Coalinga | Coalinga, CA

Assistant Engineer. This phase of the project includes the Final Design of the Rehabilitation Project. Work will include full removal and replacement of coatings, demolition of the existing roof and replacement with an aluminum dome, seismic upgrades, piping and appurtenance modifications, and safety enhancements.

# Lloyd Trick, P.E.

Project Engineer
Education: BS (Electrical Engineering), University of Alberta, 1988.

## Experience

**1996 - Present: MSO Technologies, Inc., Thousand Oaks, CA**
Responsible for electrical engineering and software engineering of automated control systems. Electrical engineering work includes site audits, specification and selection of all electrical system components, and creation of detailed installation and panel drawings. Software engineering work includes software module design, foreign device interfaces, PLC programming and HMI configuration. Works as on site representative during system commissioning period. Specialties include wireless communication networks and DC power system design.

**1995: U2 Systems, Inc., Irvine, CA**
Project Engineer responsible for electrical engineering and software engineering of automated control systems. Electrical engineering work includes site audits, specification and selection of all electrical system components, and creation of detailed installation and panel drawings. Software engineering work includes software module design, foreign device interfaces, PLC programming and HMI configuration.

**1990-1994: UMA Engineering Inc., El Centro, CA**
Design Engineer responsible for the design and implementation of automated control systems. Reported directly to Engineering Manager on individual project basis. Worked closely with client engineers and field personnel during design and commissioning of field sites. The control system software required on most projects usually involves local programmable logic controllers (PLCs), remote telemetry units (RTUs), and human-machine interface (HMI) software.

**1988-1990: UMA Engineering Ltd., Lethbridge, Alberta, Canada**
Staff Engineer responsible for the design and implementation of automated control systems. Worked closely with client engineers and field personnel during design and commissioning of field sites. The control system software required on most projects usually involves local programmable logic controllers (PLCs), and human-machine interface (HMI) software.

## Computer Languages

Ladder Logic, Pascal, Assembly, Fortran, Basic, AutoCAD

## Operating Systems

PLC's, Windows, Unix, Linux

## Certifications and Memberships

State of California Registered Electrical Engineer, E014247

# David Patrick, P.E.

Project Manager / Project Engineer
Education: BS (Agricultural Engineering), California Polytechnic State University, San Luis Obispo, CA 1988.

## Experience

**1996 - Present: MSO Technologies, Inc., Thousand Oaks, CA**
Responsible for management, definition, design, and implementation of industrial automation and information systems. Provides dual management and engineering role as determined by project size and available resources. Acts as technical resource during team meetings while primarily responsible for overall project management, execution and control.

**1993 - 1996: Vision Engineering Corp., Sacramento, CA**
Manufacturing Execution Systems (MES) Group Leader. Responsible for management and technical direction of software engineering teams. Typical project included conceptual design, development, and implementation of integrated data acquisition, control, database, and reporting systems. Worked closely with clients to specify and integrate new and existing hardware and software components. Specialties include networking, bar code, HMI, PLC integration, and database systems.

**1988-1993: UMA Engineering Inc., El Centro, CA**
Responsible for the design and implementation of automated control systems. Reported directly to Engineering Manager on individual project basis. Worked closely with client engineers and field personnel during design and commissioning of field sites. The control system software required on most projects usually involves local programmable logic controllers (PLCs), remote telemetry units (RTUs), human-machine interface (HMI) software, and database and LAN networking software for the host systems.

## Computer Languages
IEC 1131, Ladder Logic, Basic, Visual Basic, SQL, PL\SQL, TAL, IRL

## Operating Systems
PLC's, Windows, Unix

## Certifications and Memberships
State of California Registered Civil Engineer C51089

# Michael Parolini, S.E., LEED AP

## Managing Partner | Principal-In-Charge

Michael is a California licensed Structural and Civil Engineer. Although he specializes in education and municipal projects, his experience covers all aspects of structural engineering, including new construction and evaluation for commercial, residential, non-building structures, municipal, governmental, military, educational, historical, rehabilitation and photo-voltaic. He has completed projects utilizing structural systems of all the major building materials such as timber, steel, cold-formed steel, masonry, and concrete. He has also designed projects of varying scale with non-conventional materials including aluminum, fiber-reinforced polymers (FRP), rammed earth, structural glass, and strawbale.

For the past 15 years, Michael has been a member of the faculty at California Polytechnic State University, San Luis Obispo (Cal Poly). As a Lecturer in the Architectural Engineering Department, he has taught classes in structural graphics, industry communication, timber, and steel. He takes pride in giving back to his alma mater in a sharing of knowledge capacity.

Michael is also an outside Structural Plan Review Engineer for the Division of State Architect (DSA) with all four (4) regional offices (Sacramento, Oakland, Los Angeles & San Diego). His in-depth knowledge of K-12 and Community College project requirements and approval hurdles is a positive addition to all education projects.

**Education**

BS Architectural Engineering
Cal Poly, San Luis Obispo 2003

**Registrations**

*Structural Engineer*

| | |
|---|---|
| California | S5405 |
| Arizona | 53141 |
| Hawaii | 14832-S |
| Oregon | 85894 |

**LICENSING**
Professional Land Surveyor No. 7807, California

**EDUCATION**
B.S. Surveying Engineering, California State University Fresno, 1999

**PROFESSIONAL AFFILIATIONS**
Past Officer, California Land Surveyors Association, State & Channel Islands Chapter

Past President, ACEC, Channel Coast Chapter

Past Committee Member, Channel Islands CLSA Chapter - Joint Professional Practices Committee

Member, International Right of Way Association (IRWA)

## BACKGROUND

Over 20 years of experience with Base Topographic Mapping, Geodetic Control Surveys and Geographic Information Systems

James Fallon has nearly 20 years of experience on a wide variety of land surveying and geomatics projects. He has been responsible for the direct management and production of survey tasks in support of public works and private land development projects, both in the field and in the office. Work performed includes topographic mapping, monument preservation, public agency map and document review, geodetic control networks, boundary surveys, easement and legal description preparation, subdivision mapping, lot line adjustments, ALTA land title surveys, condominium plans, right of way acquisition surveys, construction staking, and data acquisition for Geographic Information Systems (GIS). His work includes numerous public infrastructure projects, encompassing many miles of corridor surveys for design improvements in Ventura, Los Angeles and Santa Barbara Counties.

Mr. Fallon has extensive experience with static GPS, real time kinematic GPS and GPS control networks utilizing Continuously Operating Reference Stations (CORS) through both the National Geodetic Survey (NGS) and California Spatial Reference Center (CSRC). Mr. Fallon is thoroughly familiar with AutoCAD Civil 3D, the Microsoft Office Suite, Trimble GPS processing software, ESRI ArcGIS and major surveying data collection and network adjustment software packages.

## EXPERIENCE

### PUBLIC AGENCIES

- **Casitas Municipal Water District, Ojai, CA**
- **California American Water, Southern California**
- **United Water Conservation District, On-call Services Agreement, Ventura County, CA**
- **Calleguas Municipal Water District, Ventura County, CA**
- **Santa Clarita Valley Water Agency, On-Call Services Agreement, Santa Clarita, CA**
- **Ventura Regional Sanitation District, Santa Paula, CA**
- **County of Ventura, On-Call Services Agreement, Ventura, CA**
- **City of Ventura, On-Call Services Agreement, Ventura, CA**
- **City of Camarillo, On-Call Services Agreement, Camarillo, CA**
- **City of Port Hueneme, Port Hueneme, CA**
- **City of Oxnard, On-Call Services Agreement, Oxnard, CA**
- **Camarillo & Oxnard Airports, Ventura County, CA**
- **City of Santa Barbara, On-Call Services Agreement, Santa Barbara, CA**

## RELEVANT PROJECTS

**North Pleasant Valley Desalter, Camarillo, CA**
Project surveyor and task manager for the base mapping in support of design efforts on a new desalter facility and related waterlines. The project corridor covered approximately 7,500 linear feet and a 4 acre plant site. Mapping was performed by conventional ground methods, ground based Lidar and included record right of way and utility research and compilation.

**Santa Felicia Dam Monitoring, Piru, CA**
Project surveyor and task manager for high precision monitoring surveying services as part of the biennial structural monitoring of the Santa Felicia Dam since 2005. The work includes high order leveling across miles of ground from and to the monitoring benchmark, across the dam crest and to other historical monitor points. Extensive horizontal and alignment measurements are made along the crest, and all the data are presented in historical tables for District review and use.

**Lynnwood Drive Sewerline Replacement , Camarillo, CA**
Project surveyor and task manager for the base mapping for a replacment Camrosa Water District sewer line in Camarillo. Mapping was performed by conventional ground methods, ground based Lidar and included record utility research and right of way compilation.

**Arbolada Pump Station Upgrade, Ojai, CA**
Project surveyor and task manager for the base mapping in support of design efforts on an upgrade to existing facilities within the Casitas Municipal Water District system. The project corridor covered approximately 3,500 linear feet and a 1 acre plant site. Mapping was performed by conventional ground methods, ground based Lidar and included record right of way and utility research and compilation.

**Ojai Waterline Improvments, Ojai, CA**
Project surveyor and task manager for the base mapping in support of design efforts on an upgrade to existing facilities within the Casitas Municipal Water District system. The project corridors covered approximately 5,300 linear feet over 3 project areas. Mapping was performed by conventional ground methods, ground based Lidar and included record right of way and utility research and compilation.

**Casitas Municipal Water District Pipeline Replacements, Ojai, CA**
Project surveyor and task manager for the base mapping in support of design efforts on several pipeline replacment projects. As of 2019, the project corridors covered approximately 10,000 linear feet and multiple reservoir sites. Mapping was performed by conventional ground methods, ground based Lidar and included record right of way and utility research and compilation.

**Portrero Road Recycled Waterline Project, Thousand Oaks, CA**
Project surveyor and task manager for the base mapping in support of design efforts on a new recycled waterline and the extension of an existing Triunfo Santitation District waterline. The project corridor covered approximately 4,000 linear fee. Mapping was performed by conventional ground methods, ground based Lidar and included record right of way and utility research and compilation.

**California American Water Mission View Blend Station, Temple City, CA**
Project surveyor and task manager for the base mapping for a new 5,400-foot waterline connecting existing CAW pump stations. Mapping was performed aerial mapping, supplemented by ground surveys and included record utility research and compilation.

**Middlebank Drive Waterline Project- Newhall Water Company, CA**
Project surveyor for the base mapping and construction of a replacement waterline within a residential neighborhood. Survey included ground based topographic mapping, utility research and providing construction staking for the installation of the new line.

Yeh and Associates, Inc.
Geotechnical • Geological • Construction Services

# Loree A. Berry, PE
## Senior Project Manager

## Education

BS, Geological Engineering, University of Wisconsin, Madison, 2001

## Registrations

- Registered Professional Civil Engineer: California No. 73221
- Applied Project Management Professional, APMP
- Ventura County Registered Well Inspector
- City of Oxnard Registered Well Inspector

## Professional Associations

- American Public Works Association – Ventura County Chapter, Executive Board Member (2017 to present)
- American Society of Civil Engineers, Younger Member Forum Board Member (2005-2009)
- California Geotechnical Engineering Association
- American Water Agencies of Ventura County

## Joined Yeh

4/2018

## Professional Experience

Loree has more than 21 years of professional engineering experience with 17 of those working along the Southern California coast providing geotechnical engineering and geology services for a wide range of private and public agency clients, utility districts, transportation departments, special geologic hazard districts, and construction services. She is proficient in AWWA and building code design for water infrastructure to complete reporting to characterize site and subsurface conditions, manage geologic hazards, and provide geotechnical parameters for the design of public improvements, structures, roadways and bridges, and utility infrastructure. Her experience includes efficient permitting, subsurface exploration and data collection to support design and reporting and construction services for deep and shallow foundation and earth retaining systems, highway pavements and structures, low impact development, seismic and geohazard evaluations, seepage and slope stability analyses, and landslide monitoring and instrumentation.

## Relevant Work History

### Signal Tank Zone Improvements, Casitas Municipal Water District, 2019-2020

***Project Manager*** for geotechnical services for replacement of an existing welded steel water storage tank and new booster station as well as approximately 2,400 linear feet of new waterline to expand the Signal Zone system. The project is located within the City of Ojai and requires subsurface investigation within shallow bedrock as well as for pipelines with the City right of way. A portion of the new pipeline alignment will traverse an existing slope behind private residential homes. Geotechnical services included permitting, utility clearance, geophysics, backhoe exploration, drilling and sampling, laboratory testing, engineering and preparation of a draft and final geotechnical report.

### Arbolada Pump Station, Casitas Municipal Water District, 2019

***Project Manager*** for the design of approximately 3,400 linear feet of new water line upgrades and replacements, two pressure reducing vaults, and a replacement pump station. Yeh used hollow stem auger drilling to retrieve soil samples for laboratory testing and evaluate subsurface conditions at select locations along the proposed alignments. Drilling for this project required included encroachment permitting with the city and arranging traffic control. In a draft and final geotechnical report, Yeh provided a typical trench design and material specifications for construction, geotechnical and seismic inputs for the design of the new pipeline, thrust blocks, pressure reducing vaults, and the pump station foundation slab, and general grading recommendations.

### Waterline Replacements and System Improvements, Casitas Municipal Water District, 2018

***Project Manager*** for a geotechnical investigation along five replacement segments of waterline throughout the City of Ojai. The project included the design of a total of 7,000 linear feet of pressurized 8-inch PVC waterline. Geotechnical services included permitting, utility clearance, drilling and sampling, laboratory testing, engineering evaluations for pipeline design, thrust blocks, stabilization and backfill, and preparation of a draft and final geotechnical report.

### Heidelberger Tank and Pump Station, Casitas Municipal Water District, 2020

***Project Manager*** to provide a range of mitigation options to avoid, protect, mitigate or manage ongoing erosion entering the District facility from the adjacent slope and drainages. The selected alternative was a debris diversion wall to help direct flow to a designated area that can be maintained and cleaned out, as needed.

### Rincon Pump Station Upgrades, Casitas Municipal Water District, 2020

***Project Manager*** for geotechnical engineering services during construction for a new at-grade electrical building at the Rincon Pump Station in Oak View, CA. Yeh provided geotechnical observations during construction of the exposed subgrade soil and footing bottoms and reviewed the suitability of onsite soils for structural backfill. Yeh also managed materials testing and special inspections during grading and building construction.

### Civic Center Wastewater Treatment Plant Phase 2, City of Malibu, 2019 to present

***Project Manager*** for geotechnical services supporting the design of the next phase of the City's wastewater project. Services include geotechnical field investigation within private and public residential streets, which requires community coordination and advanced scheduling. Yeh is performing soil borings, rock coring, cone penetration testing, and geophysical surveys to explore the project as well as laboratory testing, engineering analsyes and report preparation for approximately 3 miles of new pipeline, 5 sewer lift stations, an HDD segment through bedrock, and a jack and bore below Pacific Coast Highway.

### Santa Paula Water Recycling Facility Advanced Treatment System, Odor Control Unit, and Bypass Basin, City of Santa Paula, 2019-2021

***Project Manager*** for geotechnical services for a new Advanced Treatment System at the existing Water Recycling Facility to reduce chloride concentrations in the treated water. The equipment will be housed in an at-grade structure constructed on a 17,000 square foot building pad. Up to 7 feet of fill will need to be placed within an existing basin to raise the site grades of the proposed structure. Yeh performed data review, drilling, laboratory testing, and prepared a Geotechnical Report for the project that included recommendations for shallow foundation design, seismic considerations, grading and material specifications. Yeh used existing geotechnical data to provide micropile recommendations for an adjacent odor control unit and also provided recommendations for grading an exiting percolation basin to be a lined effluent bypass basin.

### Corona del Mar Treatment Plant Access Road Stabilization, Goleta Water District, City of Goleta, CA, 2019-2020

***Project Manager*** supporting the deisgn of a re-aligned access road to the Corona del Mar Treatment Plant in Goleta, CA. A portion of the existing access road is failing and slipping out to the creek below due to ongoing erosion of the creek bank and ecventural undermining of the raod. Several repairs have been implemented over the years to stabilize the road and mitigate erosion. The more recent road failure has driven the Goleta Water District to aquire land adjacent ot the existing road to re-align the failed segment away from the creek bank. Geotechnical services drilling and sampling, lab testing, and engineering analyses and input for wall design, roadway wideining, and preparation of a draft and final geotechnical report.

### Recycled Water Storage Reservoir at the Camarillo Water Reclamation Facility, City of Camarillo, CA, 2019 to present

***Project Manager*** for geotechnical services for design and construction of a partially buried 1-million gallon concrete water storage reservoir and associated conveyance pipelines at the existing water reclamation facility. Geotechnical services included permitting, utility clearance, drilling and sampling, well installation, environmental soil and water screening, geotechnical laboratory testing, engineering evaluations and preparation of a draft and final geotechnical report.

### Hall Canyon Storm Drain Project, City of Ventura, CA, 2018

***Project Engineer and Manager*** for a geotechnical investigation conducted for the proposed design and construction of an 800 linear foot long segment of new 24-to 36-inch reinforced concrete pipe storm drain to be installed along Fairview Drive between Palomar Street and across Hall Canyon Road, where the pipe will tie into an existing Reinforced Concrete Box (Prince Baranca) located approximately 20 feet below grade. The scope of work including permitting and project coordination, subsurface exploration, laboratory testing, and geotechnical engineering and reporting.

LAWRENCE ENGINEERING GROUP

**Michael D. Cantelmi, P.E. / Principal Mechanical Engineer**

## REGISTRATIONS

CA #M23588

## EDUCATION

**BSME**

California Polytechnic State University, San Luis Obispo | 1981

## AFFILIATIONS

- American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE), Past President, Board of Governors
- California Society for Healthcare Engineering (CSHE)
- Christians in Commerce, Past President
- Mentor - CSUF

## PROFESSIONAL SUMMARY

Michael has 35 years of experience in project management and design of mechanical systems for multiple business sectors with many years working with higher education clients. Michael has worked as a design engineer on many projects at California State University, Fresno. Michael is versed in project administration, existing facilities review/evaluation, master planning, establishing design criteria and basis of design, operational efficiency review, energy analysis/life cycle cost analysis, project budgeting, indoor environmental air quality, construction documentation preparation, equipment specification, coordination of consultants, value engineering analysis, bidding/negotiations consultation, and construction administration.

## PROJECT EXPERIENCE

- SCCCD – Fresno City College – Child Development Center
- SCCCD – Reedley College – Child Development Center
- SCCCD – Madera Center Academic Village 2
- SCCCD – Reedley College – Performing Arts Center
- SCCCD – Reedley College – New Math, Science and Engineering Building
- CSU Fresno – Public Health Lab
- CSU Fresno – Cooling Tower Addition

**Arroyo Grande/Corporate Office**
530 Paulding Circle, Ste. B
Arroyo Grande, CA 93420

**Bakersfield**
1800 21st St., Ste. C
Bakersfield, CA 93301

**Fresno**
8405 North Fresno St., Ste. 120
Fresno, CA 93720

**Irvine**
16310 Bake Parkway
Irvine, CA 92618

**Oceanside**
702 Civic Center Dr., Ste.104
Oceanside, CA 92054

**Santa Clarita**
23942 Lyons Ave., Ste. 215
Newhall, CA 91321

**Ventura**
121 North Fir St., Ste. G
Ventura, CA 93001

mkn

## Request for Administrative Clerk Position – Permanent Full-Time

Meiners Oaks Water has been experiencing an increase in administrative demands, related to regulatory requirements and reporting, District projects, programs and pursuit and management of grants. The administrative team is asking the Board to consider approving a Permanent Administrative Clerk position. The Board previously approved a Temporary Clerk position in November 2021, however, recruitment failed to yield qualified interested candidates. The District reviewed over 70 applications, the top candidates were only interested in a permanent position.

This addition of the clerk position would allow the administrative team to address the backlog of clerical work, assist in developing and maintaining new administrative databases (i.e. resolutions, policies, ordinances, deeds, easements), assist with the segregation of administrative job duties, and relieve some of the clerical workload to allow administrative staff more time for research, data and reporting oversight and verification of information.

**Job Description:** Administrative Clerk (attached)

**Fiscal Impact:**

Estimated Base Salary = $40,137 – $62,264 **+** benefits

**Recommended Action**: Approve the job description and addition of the Full-Time Administrative Clerk position.

# Administrative Clerk

**Exempt /Non – Exempt:** Non-Exempt, pursuant to the Fair Labor Standards Act.
**Salary Range:** $40,137 – $62,264 (Annually)

## Definition

The Administrative Clerk is a full-time, at-will employee who serves at the pleasure of the Assistant General Manager. Under the general supervision of the Assistant General Manager or Office Administrator, the Administrative Clerk is responsible for administrative and accounting support to the District including utility billing and meter reading functions, customer service inquiries, accounts receivable collections, telephone and counter reception, assists with accounts payable and payroll, report preparation and filing, maintenance of records in the electronic filing system, provide information to the public, and performs related work as required. The position will also coordinate closely with administration and field staff in the execution of his or her duties.

## Examples of Duties and Responsibilities

- Process outgoing and incoming mail.
- Respond to customers in person, by phone and/or email.
- Maintain District files and official records, paper and electronic files.
- Completes high volume data entry of customer payments efficiently and accurately.
- Assists with monthly utility bills using electronic billing system to prepare billing data export file, processing of E-Bills and final bills.
- Assist with preparing deposits for the District banking.
- Processes new or cancelled accounts, meter change outs, or other similar utility billing activities as required.
- Prepares and tracks field service orders for completion using the electronic billing system.
- Performs monthly meter reading file uploads, import into billing system and related service orders.
- Perform a wide variety of complex, responsible and confidential clerical and administrative tasks, including assistance with accounts receivable, payroll and payables.
- Assists with the preparation of Board agenda packets, reports and related documents.
- Perform related duties and other responsibilities as required.

**Knowledge of:**

- District practices and procedures and policies.
- Modern office practices, methods, and equipment, including computer equipment.
- Word processing methods, techniques, and programs; basic accounting methods, procedures, and terminology; database and spreadsheet applications and programs.
- Principles of business letter writing.
- Basic principles of record keeping.
- Vocabulary, spelling, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public and District staff.

**Ability to:**

- Interpret and apply District policies, procedures, rules and regulations.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of business.
- Ability to utilize Microsoft Office computer programs, including Word and Excel.
- Respond to and effectively prioritize multiple phone calls and other requests for service.
- Perform responsible clerical support work with accuracy, speed, and minimal supervision.
- Organize, maintain, and update office database and records systems.
- File materials alphabetically, chronologically, and numerically.
- Enter and retrieve data from a computer with sufficient speed and accuracy to perform assigned work.
- Operate modern office equipment, including computer equipment and word - processing, database, spreadsheet, and graphics software applications programs.
- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Working Conditions and Physical Requirements**

Work is performed primarily in an office environment utilizing modern office equipment and technology and may require sitting for prolonged period of time using a computer. This position requires standing, walking and may twist, reach, bend, crouch and kneel. An incumbent must be able to meet the requirements of the classification and have mobility, vision, hearing and dexterity levels appropriate to the duties to be performed. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

**Minimum Qualifications**

- High School Diploma, GED or Equivalent.
- Previous clerical training and experience is highly desirable.
- Ability to accurately type minimum of 40wpm.
- Ability to use 10-key
- Must have basic knowledge of Microsoft Word, Excel and Outlook.
- Must pass a fit for duty test prior to start date.

**License Requirements**

- Possess a Class C California driver's license and a driving record acceptable to the District's insurance carrier.

**Basic Work Hours**

- Normal work hours are: Monday - Friday 8 AM to 5 PM
- Compensation will be made at an hourly rate.

# Customer Request for Bill Relief Due to Leak

**Service Address**: 136 S. Poli

**Allocation**: 13 (February)

**Consumption**: 550 (3-year average monthly consumption 13 units)

**Leak Occurred**: Between January 20 – February 18, 2022.

**Total Original Bill:** $2,053.13

**Relief Provided 3/10/2022**: Removed Drought Surcharge ($537.00) & offered payment plan.

**Revised Bill:** $1,516.13

The property owner of 136 S. Poli was notified by the MOWD Field Supervisor on 2/18/2022 during meter reading that their consumption was extremely high and the meter movement was indicating a leak. The customer immediately had the water turned off and made the necessary repair to the broken pipe. The property owner believes that the 3.1 magnitude earthquake on 1/16/2022 was the cause of the water line rupture. Further, he added that the house was built in the early 1920's and although updates have been made to the plumbing system overall, the source of the broken pipe was a previously unknown lateral to an old garden valve. This line has been permanently repaired and he does not anticipate future breaks.

The customer is requesting additional monetary relief beyond the waiver of the $537 drought surcharge and payment plan options.

**Reference:** MOWD has had customers request monetary relief for significant leaks in the past, the maximum awarded historically has been equal to the drought surcharge. Payment plan options range from 2 months – 12 months, or longer if deemed appropriate by the Board.

**Recommended Actions:** Consider additional financial relief and provide direction to staff.

MEINERS OAKS WATER DISTRICT
VENTURA COUNTY SINCE 1949
(805) 646-2114
202 WEST EL ROBLAR DRIVE

## District Summary/Update

- **Casitas Lake Level: 34.6 %** 3/11/2022
- **Purchased Water**: The demand on our system has slowed down and the south casitas connection has been turned off as of 10/28/2021. The Fairview connection was turned off 1-6-2022. MOWD had continued limited blending with Casitas through December.
- **Wells**: Wells 1 & 2 on-line as of 1-7-2022
  Wells 4 & 7 on-line as of 1-13-2022
- **Grant Funding:** Well Feasibility Study, Land Resiliency Partnership Projects, Advanced Metering Infrastructure (application in process)
- **Seasonal Rain Fall Totals:** Casitas Dam 15.21”
  Matilija Dam 19.68”
  Stewart Canyon 16.18”
  Nordhoff Ridge 20.55”
- **Office:** Open to the public
- **Bank:** New signature cards need to be signed by BOD check signers
- **Budget:** First DRAFT has been created by office staff

## Scheduled/Unscheduled Work

| Type of Repair | Cause | Date | Location | Contractor | Amount $ |
|---|---|---|---|---|---|
| Service Leak | Age/Poor bedding | 2/21/2022 | 2970 Maricopa Hwy | Sam Hill | $6,556.18 |
| Paint Well Building | New | 3/3/2022 | Well #1 | Staff | n/a |
| Upgrade Lights W/ LEDs | Visibility | 3/8/2022 | Shop | Oilfield Electric | $2015.50 |
| Valve Exercising | Annual | 2022 | MOWD | Staff | N/A |
| Weed Abatement | Annual | 2022 | MOWD | Staff | N/A |

## Current Well Levels and Specific Capacity

| WELL #1 | DEC 21' | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| STATIC (ft) | 26.6 | 24.9 | 31.5 | 31.1 | | | | | | | | | |
| RUNNING (ft) | OFF | 31.5 | 37.3 | 37.8 | | | | | | | | | |
| DRAW DOWN (ft) | OFF | 6.6 | 5.8 | 6.7 | | | | | | | | | |
| Gallons Per Minute (GPM) | OFF | 276 | 261 | 269 | | | | | | | | | |
| Specific Capacity (gal/ft DD) | OFF | 41.8 | 45 | 40.15 | | | | | | | | | |
| | | | | | | | | | | | | | |
| **WELL #2** | **DEC** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** |
| STATIC (ft) | 25.95 | 24.6 | 30.5 | 31.1 | | | | | | | | | |
| RUNNING (ft) | OFF | 36.15 | 44.2 | 42.7 | | | | | | | | | |
| DRAW DOWN (ft) | OFF | 11.55 | 13.7 | 11.6 | | | | | | | | | |
| Gallons Per Minute (GPM) | OFF | 209 | 194 | 172 | | | | | | | | | |
| Specific Capacity (gal/ft DD) | OFF | 18.1 | 14.16 | 14.83 | | | | | | | | | |
| | | | | | | | | | | | | | |
| **WELL #4** | **DEC** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** |
| STATIC (ft) | 52.3 | 28.8 | 31.2 | 32.5 | | | | | | | | | |
| RUNNING (ft) | OFF | 54.9 | 56.9 | 60 | | | | | | | | | |
| DRAW DOWN (ft) | OFF | 26.1 | 25.7 | 27.5 | | | | | | | | | |
| Gallons Per Minute (GPM) | OFF | 380 | 382 | 390 | | | | | | | | | |
| Specific Capacity (gal/ft DD) | OFF | 14.5 | 14.86 | 14.18 | | | | | | | | | |
| | | | | | | | | | | | | | |
| **WELL #7** | **DEC** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** |
| STATIC (ft) | 55 | 19.8 | 24.5 | 26.95 | | | | | | | | | |
| RUNNING (ft) | OFF | 23.7 | 28.15 | 30.65 | | | | | | | | | |
| DRAW DOWN (ft) | OFF | 3.95 | 3.65 | 3.7 | | | | | | | | | |
| Gallons Per Minute (GPM) | OFF | 336 | 332 | 342 | | | | | | | | | |
| Specific Capacity (gal/ft DD) | OFF | 85 | 90.96 | 92.43 | | | | | | | | | |
| | | | | | | | | | | | | | |
| **WELL #8** | **DEC** | **JAN** | **FEB** | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** |
| STATIC (ft) | 65.5 | 46 | 51.55 | 54.8 | | | | | | | | | |
| RUNNING (ft) | OFF | OFF | OFF | OFF | | | | | | | | | |
| DRAW DOWN (ft) | OFF | OFF | OFF | OFF | | | | | | | | | |
| Gallons Per Minute (GPM) | OFF | OFF | OFF | OFF | | | | | | | | | |
| Specific Capacity (gal/ft DD) | OFF | OFF | OFF | OFF | | | | | | | | | |

## Water Pumped, Sold, Purchased & Water Sales

| MONTH | PUMPED (AF) | SOLD (AF) | PURCHASED (AF) | WATER SALES ($) |
|---|---|---|---|---|
| JAN | 31.61 | 32.73 | 5.67 | $42,686.16 |
| FEB | 46.91 | 42.54 | 0 | $40,700.83 |
| **TOTAL 2022** | 78.52 | 75.27 | 5.67 | $83,386.99 |
| **TOTAL 2021** | 229.21 | 382.85 | 175.25 | $648,269.32 |
| **TOTAL 2020** | 485.71 | 635.47 | 197.26 | $657,912.06 |

## Reserve Funds

| | |
|---|---|
| * Balance at the County of Ventura | **$ 1,419,913.19** |
| | |
| Total Taxes | $ 0.00 |
| | |
| Total Interest from reserve account# | $ 0.00 |

## Fiscal Year Total Revenues

| | | |
|---|---|---|
| July 1st – February 28th | 2021 | $ 1,533,703.21 |
| | | |
| July 1st – February 28th | 2022 | $ 1,135,632.65 |

## Bank Balances

| | |
|---|---|
| * LAIF Balance | $ 230,191.40 |
| Transferred from L.A.I.F. to General | $ 0.00 |
| (#) Quarterly Interest from LAIF | $0.00 |
| | |
| * Money Market (Mechanics Bank) | $ 7,623.10 |
| | |
| Amount Transferred to Mechanics from County this month | $0.00 |
| Amount Transferred to General Fund from Money Market | $ 0.00 |
| Monthly Interest received from Money Market | $ .12 |
| | |
| General Fund Balance | $ 34,528.69 |
| | |
| Trust Fund Balance | $ 6,733.56 |
| | |
| * Capital Improvement Fund | $ 14,023.00 |
| | |
| (#) Quarterly Interest from Capital Account | $ .11 |
| | |
| Total Interest accrued | $ 0.23 |

## Capital Improvement Projects for 2021-2022
## Budgeted capital funds $ 724,000.00 FY 2021-2022

1. Well 8 Nitrate Feasibility Study (Complete)
2. Engineer design report for the treatment plant (100% In Process)
3. Valve Replacements
4. El Sol and Lomita Tie-in (Engineering, TBD)
5. Tank Cleaning and Inspection (Complete)
6. Remove Meiners Rd Tank & Antenna Tower Install (Complete)
7. Chlorine Gas Alarms at well sites
8. Install CL17 at Wells 4 & 7
9. Crane for New Service Truck (Complete)
10. Air Compressor
11. Service Truck Generator
12. Service Truck Welder
13. Service Truck Tool (Complete)
14. Leak Detector/Sounder
15. Appropriations and Contingencies

MEINERS OAKS WATER DISTRICT
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(805) 646-2114
202 WEST EL ROBLAR DRIVE

# March 2022

1. **Administrative**
   - SWRCB Water Arrearage Payment Program funds, $15,000, were received 02-17-2022. Customers accounts were credited with their respective amount of arrearage from March 2020 – June 2021. Individual letters were mailed to each account holder that benefited from this payment program. Total credits applied were $14,153.47, an administrative fee of $197.77 was retained by the District, the remaining $648.76 has been refunded to the SWRCB, per program guidelines. All reporting to meet the Federal and SWRCB requirements have been completed. There are 13 accounts, that even after credit of funds remain over two months delinquent with balances over $200 and have not yet set up payment arrangements, and will be subject to service disconnection as of March 26, 2022.
   - Form 700 Conflict of Interest forms have been completed by all filers.
   - Reminder that bi-annual AB 123 CA Local Agency Ethics & Harrassment training are due, Target Solutions online training emails have been sent to Directors and staff that need to complete the training.
   - Form 470s – pending clarification from Ventura County Elections Division.
   - Public Records requests: VC Reporter follow-up items from previous month.
   - Office re-opened to the public on March 7, 2022.
   - Ordinance 22-01-18: Director Compensation public protest period ends 03-19-2022, will add time reporting section to future agendas.
2. **Financial** (any items not covered in separate Financials Report)
   a. Audit for FY 20-21 – *Fanning & Karrh, CPA making good progress.*
   b. Accounts Receivable –The "new" 4/1/2020 SB 998 timeline for disconnects for non-payment (>$200 @ 60 days) is in effect. Late fees and District past due processes resume as of March 26, 2022.
3. **Billing/Customer Service**

| Month | #Total Service Orders | # Account Owner Changes | Monthly Customer Bill Total | Monthly Casitas Surcharge | Over-Allocation $ (drought) | Other Conservation Penalties |
|---|---|---|---|---|---|---|
| Feb 21 | 75 | 13 | $108,605.39 | $0 | $2,460.00 | $0 |
| Mar 21 | 73 | 16 | $108,985.68 | $0 | $1,936.00 | $0 |
| Apr 21 | 125 | 9 | $127,363.90 | $0 | $5,084.00 | $0 |
| May 21 | 134 | 11 | $129,394.85 | $0 | $5,525.00 | $0 |
| Jun 21 | 72 | 20 | $147,682.37 | $0 | $9,566.00 | $0 |
| Jul 21 | 139 | 8 | $145,721.09 | $0 | $8,865.00 | $0 |
| Aug 21 | 151 | 13 | $153,370.61 | $0 | $10,660.00 | $0 |
| Sep 21 | 116 | 10 | $174,988.52 | $29,089.01 | $8,742.00 | $0 |
| Oct 21 | 93 | 17 | $163,260.86 | $31,512.78 | $6,206.00 | $0 |
| Nov 21 | 52 | 15 | $141,776.01 | $25,886.00 | $3,094.00 | $0 |
| Dec 21 | 53 | 6 | $141,663.91 | $27,318.06 | $3,002.00 | $0 |
| Jan 22 | 110 | 5 | $110,228.55 | $12,978.37 | $882.00 | $0 |
| Feb 22 | 72 | 10 | $124,078.38 | $7,370.33 | $4,993.00 | $0 |

## Board of Directors

| Board Member | Position | Term Ends | Term Type |
|---|---|---|---|
| Michel Etchart | President | **2022** | Long Term (Re-elected 2018) |
| James Kentosh | Vice President | **2022** | Long Term (Re-elected 2018) |
| Diana Engle | Director | 2024 | Long Term (Re-elected 2020) |
| Christian Oakland | Director | 2024 | Long Term (Elected 2020) |
| Loni Anderson | Director | **2022** | Appointed July 2021 |

***2022 Elections Information for candidates will be forthcoming – stay tuned.**

4. **Projects**
    a. SWRCB Emergency Procedures
    b. Policy & Procedure, Resolution & Ordinance web posting.

5. **Complaints & Compliments**

**Recommended Actions:** *Receive an update from the Board Secretary concerning miscellaneous matters and District correspondence. Provide feedback to staff.*

**Attachments:** None.

MEINERS OAKS WATER DISTRICT
VENTURA COUNTY SINCE 1949
(805) 646-2114
"WATER IS PRECIOUS"
202 WEST EL ROBLAR DRIVE

**Prepared by:**
**MEINERS OAKS WATER DISTRICT**

**For the**

**Ventura County Resource Conservation District, and**
**California Wildlife Conservation Board**

***Ventura Watershed Flow Enhancement and Water Resiliency***
***Regional Framework Project***

**Project 25 – Pumping and Nutrient Balance Project**
**Agreement No. WC-1844AB**
**Project ID 2019023**

**February 28, 2022**

# Final Progress Report

## January 1 through February 28, 2022

## ( Preliminary Feasibility Study for Nitrate Removal From MOWD Well No. 8 )

Note: The *Statement of Services* is provided later in this final progress report.

**Completion of the Grant-Funded Work**
Project 25 of the grant-funded work, as covered by Agreement WC-1844AB between Meiners Oaks Water District and Ventura County Resource Conservation District, has been completed. The agreement terminates on March 31, 2022, and the project was completed within the allotted schedule.

**Deliverables**
In accordance with Exhibit A of the agreement, the following deliverables have been completed:

> *Well No. 8 Nitrate Removal Feasibility Report*, by Michael K. Nunley and Associates, January 2022.
>
> Summary of discussions with Ojai Valley Sanitary District, incorporated into the Feasibility Report.
>
> *Supplemental Report on the Ecological Benefits of Nitrate Removal from MOWD's Well No. 8*, prepared by James Kentosh (P.E. C34895) of Meiners Oaks Water District.

One of the grant tasks was to "refine estimates of potential instream flow benefits." To accomplish that, MOWD prepared a preliminary report titled *Supplemental Report on the Ecological Benefits of Nitrate Removal from MOWD's Well No. 8*. A copy was provided with the last quarterly status report. The simple analysis provided in the report suggests that there may be significant benefits to the aquatic environment from operating Well No. 8. However, further study is required to confirm that finding.

**Summary of Final Expenditures**
A summary of the final project expenditures is provided in Table 1. Expenses on Task 1 (project management) were $846.76 less than originally planned. Our original intention was to use District staff to do most of the project management. However, one of our directors, James Kentosh, is a retired civil engineer and he offered to do much of the project management for the grant work. Since he did that work on a pro-bono basis, MOWD is unable to receive any reimbursement for it – it didn't cost MOWD anything. The work was done; it just can't be reimbursed.

As explained in a prior status report, we spent $151 over the budgeted amount on Task 2, in order to collect some necessary water quality data.

For Task 3, our consultants spent $567.21 less than the budgeted amount to prepare the Feasibility Report.

The end result is that the total requests by MOWD for reimbursement for the project is $446.10 less than the grant funding available in the agreement for the project. You may use that amount for administrative costs or return it to the granting agency at your discretion.

**Table 1**
**Summary of Final Project Expenditures**

| Task | Original Grant Budget Amount | Final Amount Expended | Amount Not Spent |
|---|---|---|---|
| **1** | $2165 | $1318.24 | $846.76 |
| **2** | $500 | $651 | ($151) |
| **3** | $31,095 | $30,527.79 | $567.21 |
| **TOTAL** | $33,760 | $32,497.03 | $1,262.97 |
| **WCB Funded Amount** | $26,700 | $26,253.90 | $446.10 |
| **Matching Funds** | 20.9% | 19.2% | |

**Summary of the Project Results**
The feasibility study identified a blending option as the most cost-effective option for using water from Well No. 8. Closing some water main valves would allow high nitrate water from Well No. 8 to be blended with lower nitrate water from MOWD's Wells 4 and 7. Some new piping, appurtanances, and SCADA modifications would be required.

Nitrate removal using reverse osmosis and ion exchange is probably too costly, though it might become viable if the drought worsens.

**Summary of Progress During the Final Time Period**
Michael K. Nunley & Associates completed and submitted the final version of their report *Nitrate Removal Feasibility Report* to MOWD on January 19, 2022. The report was submitted to the MOWD Board at its regular meeting on February 15, 2022. A copy of the draft report is enclosed with this final status report, and is available to others upon request.

**Reimbursable Expenses During the Quarter**
We had reimbursable expenses during the quarter, as described and requested herein.

**Goals for Next Quarter** No goals remaining. Project completed.

**The Next Steps**
Now that the grant work is done, MOWD plans to undertake an evaluation of several possible projects in order to develop a long-range water management plan and set priorities for implementation. The option of using blended water from Well No. 8 will form an important part of that strategy.

**Questions**
If there are any questions on this Progress Report, please call Summer at (805) 646-2114 for financial/administrative questions; or Jim Kentosh at (805) 646-2622 or via email at kentosh@meinersoakswater.com with technical questions.

**Ventura Watershed Flow Enhancement and Water Resiliency Regional Framework**
**Grant Agreement No. WC-1844AB**
**Project ID 2019023**
**Period 1/1/2022 through 2/28/2022**

# Statement of Services

Progress Report #7 FINAL PROGRESS REPORT

**Section 1.** Activities performed during the quarter

Invoiced Services
Invoiced services for the quarter include an invoice from MKN & Associates. See the attached Disbursement Request Form and attachments for details.

Match Services
No additional match services were provided during the period.

**Section 2.** Percentages of Tasks Completed as of the End of the Quarter

Task 1 – Project Management – 100%
Task 2 – Integrated Water Management Framework and Action Identification – 100%
Task 3 – Final (100%) Design Plans, Due Diligence, and Permitting – 100%
Task 4 – Regional Guidance and Recommendations – Not part of MOWD's work
Task 5 – Education and Outreach – Not part of MOWD's work

**Section 3.** Deliverables Completed for Each Task as of the End of the Quarter

Task 1 – Project Management – 100%

1) Invoices and Progress Reports – 100%
*Seven quarterly progress reports have been prepared.*

2) Copies of Executed Subcontracts (>$10,000) – 100%
*A copy of the consulting subcontract with MKN & Associates was previously provided.*

3) Draft Final and Final Report (including all related data) – 100%

Task 2 – Integrated Water Management Framework and Action Identification – 100%

1) Draft Appendix to Pumping and Nutrient Balance Project Report – 100%
*Completed work on this task in the previous quarter.*
We have opted to utilize this work as a stand-alone report rather than as an appendix to the Feasibility Report.

2) Management Strategies: Recommendations for Water Managers for Water Resiliency – 100%
*Completed work on this task in the previous quarter.*

Task 3 – Final (100%) Design Plans, Due Diligence, and Permitting – 100%

Project 25 – Pumping and Nutrient Balance Project – 100%

- Feasibility Study – 100%
  Evaluate methods of nitrate removal – 100%
  *Final recommendation is for the blending option.*

  Evaluate brine disposal options – 100%
  *Have met with OVSD staff. Information in the FeasibilityReport.*

  Estimate project costs – 100%

  Study blending options – 100%
  *A simple blending option has been identified.*

  Develop project approach and schedule – 100%

- Coordinate with OVSD for brine disposal options – 100%
  *Met with OVSD. Information in the Feasibility Report.*

- Refined estimate of potential instream flow benefits 100%
  *Completed this task as a stand-alone report.*

**Section 4.** Problems/Delays and Proposed Resolution
No problems remain to be resolved.

**Section 5.** List of Proposed Activities and Tasks for the Next Quarter
The project is completed.